

PLEASE BRING THIS AGENDA WITH YOU

This meeting will be preceded by a short Service in the Guild Church of St. Lawrence Jewry at 11.45am.

Members will wear gowns on this occasion

The Lord Mayor will take the Chair at ONE of the clock in the afternoon precisely.



COMMON COUNCIL

SIR/MADAM,

You are desired to be at a Court of Common Council, at **GUILDHALL**, on **THURSDAY** next, **the 1st day of May, 2014**.

JOHN BARRADELL,
Town Clerk & Chief Executive.

*Guildhall,
Wednesday 23rd April 2014*

Andrew Charles Parmley Mus.M., Hons. FSG
Julian Malins, Q.C.



Aldermen on the Rota

1 Introduction of newly elected Members:-

Name	Ward
Nicholas Bensted-Smith	Cheap

2 The New Chief Commoner to take his seat.

3 Question - That the Minutes of the last Court are correctly recorded?

4 Resolutions on Retirements, Congratulatory Resolutions, Memorials.

5 The Right Honourable The Lord Mayor's report on overseas visits.

6 Statement from the Chairman of the Policy and Resources Committee.

7 Docquets for the Hospital Seal.

8 Freedom of the City of London

(A) List of applicants for the Freedom of the City:

(A list of names, together with those of the nominators, has been separately circulated).

(B) To report action taken in approving an application for the Freedom of the City of London under urgency procedures on behalf of the Court of Common Council as there was insufficient time for the Court approval to be obtained in the usual way:

To His Excellency Lee Hsien Loong, Prime Minister of the Republic of Singapore; being nominated by the Rt. Hon. The Lord Mayor and by Alderman Nicholas Anstee, Citizen and Butcher.

9 The Remembrancer's report of measures introduced into Parliament which may have an effect on the services provided by the City Corporation.

Subordinate Legislation

Measure	Date in force
The Non-Domestic Rating (Small Business Rate Relief) (England) (Amendment) Order 2014, S.I. No. 43.	14th February 2014
The Non-Domestic Rating (Rates Retention) (Amendment) Regulations 2014, S.I. No. 96.	30th January 2014
The Neighbourhood Planning (Referendums) (Amendment) Regulations 2014, S.I. No. 333.	6th April 2014
The Community Infrastructure Levy (Amendment) Regulations 2014, S.I. No. 385.	23rd February 2014
The Council Tax and Non-Domestic Rating (Demand Notices) (England) (Amendment) Regulations 2014, S.I. No. 404.	1st April 2014
The Non-Domestic Rating (Collection and Enforcement) (Amendment) (England) Regulations 2014, S.I. No. 479.	1st April 2014
The Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014, S.I.	1st April 2014

No. 525. The Planning (Listed Buildings and Conservation Areas) (Heritage Partnership Agreements) Regulations 2014, S.I. No. 550.	6th April 2014
The Planning (Local Listed Building Consent Orders) (Procedure) Regulations 2014, S.I. No. 551.	6th April 2014
The Planning (Listed Buildings) (Certificates of Lawfulness of Proposed Works) Regulations 2014, S.I. No. 552.	6th April 2014
The Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order 2014, S.I. No. 564.	6th April 2014
The Town and Country Planning (Compensation) (England) (Amendment) Regulations 2014, S.I. No. 565.	6th April 2014
The Co-ordination of Regulatory Enforcement (Enforcement Action) (Amendment) Order 2014, S.I. No. 573.	6th April 2014
The Building Regulations &c. (Amendment) Regulations 2014, S.I. No. 579.	6th April 2014
The School Staffing (England) (Amendment) Regulations 2014, S.I. No. 798.	1st September 2014
The Non-Domestic Rating (Levy and Safety Net) (Amendment) Regulations 2014, S.I. No. 822.	27th March 2014
The Contracting Out (Local Authorities Social Services Functions) (England) Order 2014, S.I. No. 829.	1st April 2014
The Prevention of Social Housing Fraud (Power to Require Information) (England) Regulations 2014, S.I. No. 899.	3rd April 2014

(The text of the measures and the explanatory notes may be obtained from the Remembrancer's office.)

- 10 The Town Clerk to report the result of ballots taken at the last Court, viz:-
★ denotes appointed

(a) One Member on The City Bridge Trust Committee for a balance of a term to expire in April 2016.

	Votes
The Revd. Dr. Martin Dudley	36
Stanley Ginsburg J.P., Deputy	60★

(b) to appoint four Common Councilmen on The Honourable The Irish Society for terms of three years to expire in 2017.

	Votes
John David Absalom, Deputy	32 (withdrawn from nomination)
Peter Gerard Dunphy	44★
Christopher Michael Hayward	23
Wendy Marilyn Hyde	36★
Gregory Percy Jones, Q.C.	14
Vivienne Littlechild, J.P.	21
Oliver Arthur Wynlayne Lodge, T.D.	30
Hugh Fenton Morris	32★
Elizabeth Rogula	51★
Jeremy Lewis Simons, M.Sc.	24
Patrick Thomas Streeter	6

(c) One Member on the Gresham Committee (City Side) for the balance of a term to expire in April 2016.

	Votes
Kenneth Edwin Ayers, MBE, Deputy	17
George Marr Flemington Gillon	24 (subject to re-ballot)
Michael Hudson	6
Wendy Marilyn Hyde	11
Charles Edward Lord, O.B.E., J.P.	10
John George Stewart Scott, J.P.	10
Patrick Thomas Streeter	1
Michael Welbank, Deputy	19 (subject to re-ballot)

N.B. It will be necessary to hold a second ballot between George Gillon and Deputy Michael Welbank as no candidate achieved 40% of the votes cast as required by Standing Order No. 10(4)(b).

(d) Two Members on the Audit and Risk Management Committee, one for the balance of a term to expire in April 2016 and one for the balance of a term to expire in April 2015.

	Votes
Charles Edward Beck Bowman, Alderman	62★
Timothy Russell Hailes, Alderman	68★
Graeme Martyn Smith	34

(e) Two Members on the City and Metropolitan Welfare Charity for four year terms to expire in March 2018.

	Votes
Henry Nicholas Almroth Colthurst	51★
*William Harry Dove, MBE, J.P., Deputy	79★
Charles Edward Lord, OBE, J.P.	40
Patrick Thomas Streeter	Withdrawn

(f) One Member on the Board of Governors of the Museum of London for the balance of a term to expire in November 2016.

	Votes
Alison Jane Gowman, Alderman	47★
Jeremy Paul Mayhew, M.A, M.B.A.	24
Graeme Martyn Smith	24

N.B. No candidate achieved the majority of the votes cast as required by Standing Order No. 10(4)(a) so a re-ballot was declared to be necessary. Both Jeremy Mayhew and Graeme Smith subsequently withdrew from a re-ballot so Alderman Gowman has been marked as appointed.

- 11 To appoint the Committees until the first meeting of the Court in April 2015 and to agree the terms of reference and constitution for each Committee.

(A list of the proposed appointments, terms of reference and constitutions has been separately circulated).

(Unless otherwise stated the requirement for certain Committees to have a Member with less than five years' service on the Court, at the time of their appointment, is fulfilled by the existing membership).

Nominations received for vacancies of varying terms:-

Where appropriate:-

* denotes a Member standing for re-appointment;

denotes less than five years' service on the Court; and

< denotes less than ten years' service on the Court.

a) Policy and Resources Committee (five vacancies).

One vacancy must be filled by a Member with less than ten years' service on the Court.

(Contest)

Nominations received:-

< Randall Keith Anderson

<* John Alfred Bennett, Deputy

< Henry Nicholas Almroth Colthurst

< Wendy Marilyn Hyde

* Jeremy Paul Mayhew

* Wendy Mead

<* Hugh Fenton Morris

John George Stewart Scott, J.P.

Jeremy Lewis Simons

< Thomas Charles Christopher Sleight

<* James Richard Tumbridge

b) Hospitality Working Party of the Policy and Resources Committee

(one vacancy).

(Contest)

Nominations received:-

Kenneth Edwin Ayers, M.B.E., Deputy

George Marr Flemington Gillon

* Richard David Regan O.B.E., Deputy

c) Privileges Sub (Policy and Resources) Committee (three vacancies).

(Contest)

Nominations received:-

* William Harry Dove, M.B.E., J.P., Deputy

George Marr Flemington Gillon

Charles Edward Lord, O.B.E., J.P.

* Richard David Regan, O.B.E., Deputy

d) Investment Committee (three vacancies).

(No contest)

Nominations received:-

* Michael John Cassidy, C.B.E., Deputy

John Douglas Chapman, Deputy

* Ian Christopher Norman Seaton

e) Social Investment Board (two vacancies).

One vacancy must be filled by a Member with less than five years' service on the Court.

(Contest)

Nominations received:-

Nicholas Bensted-Smith

* The Revd. Dr. Martin Dudley

Ann Holmes

Wendy Marilyn Hyde

f) Audit and Risk Management Committee (three vacancies).

(Contest)

Nominations received:-

Randall Keith Anderson

Nicholas Bensted-Smith

Christopher Paul Boden

* The Revd. Dr. Martin Dudley

* Ian David Luder, J.P., BSc (Econ), Alderman

Graeme Martyn Smith

g) Police Committee (three vacancies).

One vacancy must be filled by a Member with less than five years' service on the Court.

(Contest)

Nominations received:-

Nicholas Bensted-Smith

Lucy Roseanne Frew

* Stanley Keith Knowles, Deputy

James Michael Douglas Thomson, Deputy

* Richard David Regan, O.B.E., Deputy

h) Board of Governors of the City of London School (three vacancies).

(No contest)

Nominations received:-

* The Revd. Stephen Decatur Haines, M.A., Deputy

* Ian Christopher Norman Seaton

* James Michael Douglas Thomson, Deputy

i) Board of Governors of the City of London School for Girls (three vacancies).

(No contest)

Nominations received:-

* Nigel Kenneth Challis

Ann Holmes

(One full term vacancy remains)

j) Board of Governors of the City of London Freeman's School (four vacancies).

(No contest)

Nominations received:-

* Brian Nicholas Harris

* Elizabeth Rogula

* Philip John Woodhouse

(One vacancy for the balance of a term expiring in April 2016 remains)

k) Board of Governors of the Guildhall School of Music & Drama (two vacancies).

(Contest)

Nominations received:-

- * John Douglas Chapman, Deputy
- Lucy Roseanne Frew
- Ann Holmes
- William Russell, Alderman

l) Gresham Committee (City Side) (two vacancies).

(Contest)

Nominations received:-

- Kenneth Edwin Ayers, M.B.E., Deputy
- * Wendy Mead
- * John Richard Owen-Ward, M.B.E., Deputy
- John George Stewart Scott, J.P.

m) Establishment Committee (four vacancies).

(No contest)

Nominations received:-

- * Kevin Malcolm Everett
- * The Revd. Stephen Decatur Haines, M.A, Deputy
- Charles Edward Lord, O.B.E., J.P.
- * Dhruv Patel

n) Open Spaces, City Gardens and West Ham Park Committees (two vacancies on each Committee).

(No contest)

Nominations received:-

- * Ian David Luder, Alderman
- * Graeme Martyn Smith

o) Epping Forest & Commons Committee (two vacancies).

(No contest)

Nominations received:-

- * Sylvia Doreen Moys
- * Barbara Patricia Newman, C.B.E.

p) Hampstead Heath, Highgate Wood & Queen's Park Committee (three vacancies).

(No contest)

Nominations received:-

- * Karina Helen Dostalova
- * Ann Holmes
- Charles Edward Lord, O.B.E., J.P.

q) Barbican Residential Committee, in the category of non-resident (three vacancies).

(No contest)

Nominations received:-

- * Stanley Ginsburg J.P., Deputy
- * Ann Holmes
- * Henrika Johanna Sofia Priest

r) Barbican Centre Board (three vacancies).

One vacancy must be filled by a Member with less than five years' service on the Court.

(Contest)

Nominations received:-

- # Randall Keith Anderson
- # Lucy Roseanne Frew
- * Tom Hoffman
- * Vivienne Littlechild, J.P.
- # Judith Lindsay Pleasance
- # Adam Fox McCloud Richardson
- # William Russell, Alderman
John George Stewart Scott, J.P.
- * Dr Giles Robert Evelyn Shilson, Deputy

s) The City Bridge Trust Committee (three vacancies).

(Contest)

Nominations received:-

- * Simon D'Olier Duckworth, D.L.
- * The Revd. Stephen Decatur Haines, M.A, Deputy
Andrew Stratton McMurtrie
- * Wendy Mead

t) Standards Committee (four vacancies).

(Contest)

Nominations received:-

- Nicholas Bensted-Smith
- Michael Hudson
- Alastair John Naisbitt King, M.Sc., Deputy
- Virginia Rounding
- Thomas Charles Christopher Sleigh

u) Licensing Committee (four vacancies).

(No contest)

Nominations received:-

- Christopher Michael Hayward
- * Michael Hudson
- * Graham David Packham
- * Judith Lindsay Pleasance

- 12 To appoint vacancies on Ward Committees (where not all places on Ward Committees are filled by Wards, vacancies can be filled by Members of the Court) viz:-

a) Finance Committee (one vacancy).

(Contest)

Nominations received:-

John Douglas Chapman, Deputy

Ann Holmes

Adam Fox McCloud Richardson

b) Port Health and Environmental Services Committee (one vacancy).

(Contest)

Nominations received:-

Nigel Kenneth Challis

Dennis Cotgrove, B.A.

Ann Holmes

Wendy Marilyn Hyde

c) Community and Children's Services Committee (eight vacancies).

(Contest)

Nominations received:-

Sir Michael David Bear, Alderman

Revd. William Campbell-Taylor

Karina Helen Dostalova

John Stuart Penton Lumley, Professor

Vivienne Littlechild, J.P.

Barbara Patricia Newman, C.B.E.

Chris Punter

Delis Regis

Philip John Woodhouse

- 13 QUESTIONS

- 14 MOTIONS

- 15 AWARDS AND PRIZES

Barbican Music Library - Award

Report of the Chairman of the Culture, Heritage and Libraries Committee.

"I am delighted to announce that the City Corporation's Barbican Music Library has been awarded the Excellence award by The International Association of Music Libraries, Archives and Documentation Centres (IAML).

The IAML Excellence Award for Music Libraries is open to all music libraries in the UK and Ireland, no matter what their sector, size or type. The Award is presented every two years, and focuses on outstanding music services to the Library's user community. The basis of the Award is to demonstrate sustained good work and good practice which has the potential to be adopted and adapted by others and may also include the serious development of a service and innovation of obviously lasting value.

The Library's submission spoke of the exciting range of exhibitions that the Music

Library has provided in partnership with others: for example, in the past year, the highly successful exhibition programme has included a celebration of the centenary of Sir Georg Solti in partnership with The Solti Foundation, and Rock Family Trees in partnership with the author, Pete Frame.

As evidence of innovation, the submission detailed the annual People's Pianos programme. This project sees pupils from the Guildhall School of Music and Drama giving one to one piano lessons to residents aged over 60 using the digital pianos in the Barbican Music Library. As well as improving relationships between the participating generations, providing social opportunities for local residents, and enhancing the pupils' appreciation of music, the project aims to make local people feel at home in the Barbican Centre and improve their sense of cultural community identity, whilst also supporting education (teaching experience is an essential requirement for undergraduates). Successful applicants must also be able to demonstrate excellence in terms of stock, staff knowledge and leadership, partnership working and engagement with users and potential users.

The achievement of this Award is a great tribute to the dedication and hard work of all the staff in the Barbican Music Library.

I commend these achievements to the Court.”

16 **POLICY AND RESOURCES COMMITTEE** **(Mark John Boleat)**

(A) Creation of an Education Board

20 March 2014

In October 2014 the Court of Common Council approved an Education Strategy. Contained within that strategy was a proposal for the establishment of an overarching education body. It is now proposed that an Education Board be established as a grand committee of the Court of Common Council and we submit a separately printed and circulated report thereon for your approval.

The proposed Board will review and have oversight of the City Corporation's education-related activities and oversee the implementation of the Education Strategy. It will be responsible for reviewing the strategy and making recommendations to Committees and the Court as appropriate on the delivery of the City Corporation's vision and strategic objectives in this area. The Board will have responsibility for distributing funds allocated to it for educational purposes. It will also be responsible for the City academy schools and the City Corporation's role as a school sponsor. The membership of the Board will be drawn from the Court and makes provision for the appointment of external representatives.

(B) Scheme of Delegations, Standing Orders and the Project Procedure

We have considered a number of facets relating to the City Corporation's Corporate Governance, namely, a review of the Scheme of Delegation, a proposed change to Standing Orders and changes to the Project Procedure.

The Scheme of Delegation has not been subject to a comprehensive review for a

number of years and modifications are now proposed. The review reflects legislative changes that have occurred over the years and changes to the City Corporation's policies which were not previously incorporated.

The drive for efficiency savings including the Corporate Asset Realisation Programme and, more recently, Service Based Reviews have highlighted the need for the City Corporation to be effective in identifying those assets which are surplus to requirements. To assist this, a change is proposed to Standing Orders formalising the process for identifying assets as surplus.

The Project Procedure was approved by the Court of Common Council in November 2011. It has now been reviewed and a number of alterations are proposed to bring the Procedure up to date.

A printed and circulated report covering the matters referred to is now submitted for your consideration.

(C) Filming and Recording of Public Meetings

20 February 2014

We have considered proposals for the adoption of a Protocol on visual and audio recording of the City Corporation's public meetings. The Protocol has been developed to further assist the organisation in its transparency. It acknowledges the clear direction of travel of Government policy on the issue of recording public meetings, the potential for such activity to disrupt the conduct of meetings and sets out the parameters and requirements of those intending to record meetings.

A printed and circulated report has therefore been submitted for your consideration and we commend its proposal to adopt a Protocol for the filming and recording of public meetings.

17 HOSPITALITY WORKING PARTY OF THE POLICY AND RESOURCES COMMITTEE

(George Marr Flemington Gillon, Chief Commoner)

(A) Applications for the use of Guildhall

18 March 2014

In accordance with the arrangements approved by the Court on 21 June 2001 for the approval of applications for the use of Guildhall, we now inform the Court of the following applications which have been agreed to:-

Name	Date	Function
<i>Sky (to host the 'Game of Thrones' Press Launch Screening)</i>	<i>Tuesday 25 March 2014</i>	<i>Press Launch</i>
EuroWeek (weekly financial newspaper)	Wednesday 21 May 2014	Dinner
Lord Mayor's Appeal 2014 (to host the affinity Conference:	Monday 7 July 2014	Conference

Talent Rising) Centre for Policy Studies (40 th anniversary conference)	Wednesday 18 June 2014	Conference
Department of Health (conference on dementia)	Thursday 19 June 2014	Conference
Aspen (global insurance and reinsurance company)	Thursday 10 July 2014	Dinner
London School of Economics (TRIUM Class of 2014 Graduation Ceremony)	Saturday 6 September 2014	Graduation
Standard Chartered Bank Pensioners' Association	Friday 24 October 2014	Lunch
Lessons for Life Foundation (charity to improve prospects for orphaned children in sub- Saharan Africa)	Thursday 13 November 2014	Dinner
London Councils Summit (for all local Councillors, officers and Borough leaders in London)	Saturday 22 November 2014	Conference
Emunah (annual diner for one of Israel's leading providers of family welfare centres)	Tuesday 2 December 2014	Dinner
Eventful Limited (dinner for two companies specialising in oil and gas and in seismic services and reservoir management)	Saturday 6 December 2014	Dinner
The Chopin Society UK (concert and Gala Dinner)	Monday 15 December 2014	Dinner
Wine & Spirit Education Trust (annual awards and graduation ceremony)	Monday 26 January 2015	Awards Ceremony
American Bar Association (reception to coincide with the 800 th anniversary of the Magna Carta)	Friday 12 June 2015	Reception

(B) **Centenary of the First World War: Lecture on 'London - From Peace to War'**

It is proposed that the City of London Corporation hosts a lecture by Professor Jeremy Black, followed by a reception and private dinner at Guildhall on 21 July 2014, as part of a wider programme of commemorative events planned to mark the centenary of the First World War.

Professor Jeremy Black is Professor of History at the University of Exeter and has a particular interest in military and diplomatic history. In April 2008 the Society of Military History recognised Professor Black's work, presenting him with the Samuel Eliot Morison Prize for lifetime achievement. The theme of Professor Black's lecture will be "London – From Peace to War", focusing on the impact on London of the outbreak of World War I. The event would form part of the City Corporation's contribution to a

nationwide programme of events marking the centenary of the First World War, and would coincide with a major exhibition on a similar theme, planned by the London Metropolitan Archives. The exhibition, called “Emergency! 1914”, is to run from May to September 2014.

The guest list would include academics, historians, representatives from Livery Companies, the City’s Privileged Regiments, the Museum of London and Imperial War Museum, London Metropolitan Archives, London Borough Mayors, Parliamentarians, City of London civic organisations, students from the City Academies and schools, and Members with relevant interests.

We **recommend** that hospitality be granted and that arrangements be left in the hands of the Culture, Heritage and Libraries Committee; the cost to be met from City’s Cash, within the approved cost parameters.

(This will be a Committee event.)

(C) Commonwealth Serjeant at Arms 600th Anniversary Conference

It is proposed that the City of London Corporation hosts a dinner at Guildhall on 28 July 2015 at the conclusion of the first day of the Association of Commonwealth Serjeants at Arms conference.

The conference will take place at the House of Commons and delegates from over 40 Commonwealth countries will attend. The City previously hosted a dinner to coincide with the 2009 conference.

The purpose of the conference is to bring together Serjeants at Arms and Gentlemen Ushers of the Black Rod from across the Commonwealth to discuss aspects of their role. The 2015 conference will coincide with the 600th anniversary of the first appointment of a Serjeant at Arms to provide security at the House of Commons. The City hosted dinner will help to strengthen the City’s relationship with Parliament and the House Authorities and with Commonwealth Parliaments.

It is anticipated that the guest list will be drawn predominantly from representatives attending the conference and bodies connected to Parliament. MPs and Peers representing the Commonwealth Parliamentary Association in the UK and representatives of similar associations from the Commonwealth Jurisdictions will also attend.

We **recommend** that hospitality be granted and that arrangements be left in the hands of the Hospitality Working Party; the cost to be met from City’s Cash, within the approved cost parameters.

(This will be a Committee event.)

(D) Reception to mark the 200th Anniversary of the Battle of Waterloo

It is proposed that the City of London Corporation hosts a lunchtime reception at Guildhall following the National Service of Remembrance at St Paul’s Cathedral on 18th June 2015, which marks the 200th Anniversary of the Battle of Waterloo.

The Battle of Waterloo was the culmination of a long campaign ending over 20 years of conflict in Europe and heralding 50 years of peace and stability.

Arrangements at St Paul's Cathedral for the 200th anniversary are in the hands of Waterloo 200, the official committee designated by the Government to deliver a fitting commemoration of the battle and its legacy.

The guest list is expected to include a senior member of the Royal Family, Armed Forces personnel, international diplomatic and political representatives together with City and other business guests. The Court of Common Council, which was originally scheduled to take place on this date, was moved some time ago to 25 June 2015 to allow Members to attend this event.

We **recommend** that hospitality be granted and that arrangements be left in the hands of the Hospitality Working Party; the cost to be met from City's Cash, within the approved cost parameters.

(This will be a Full Court event.)

(E) Report of action taken under urgency procedures

i) British-American Parliamentary Group Dinner

On 21st March the British-American Parliamentary Group's (BAPG) Annual Parliamentary/Congressional Conference was held in London and we report, for information, action taken as a matter of urgency, pursuant to Standing Order No.19, in approving arrangements for the City of London Corporation to host a dinner for 80 guests in the Crypts. This decision was taken under urgency as the BAPG needed to confirm arrangements with the delegates and likely invitees prior to the next scheduled Court of Common Council meeting.

The event provided an opportunity for the City of London Corporation to strengthen contacts between the City and both British and American politicians.

The arrangements for the BAPG dinner were made under the auspices of the Public Relations and Economic Development Sub Committee with the cost being met from City's Cash and within the approved cost parameters.

(This was a Committee event).

ii) Prime Minister of Italy

The City of London Corporation was approached by the Italian Embassy to host a speech by the then Prime Minister of Italy Mr Enrico Letta on 24th February 2014 and we report, for information, action taken as a matter of urgency, pursuant to Standing Order No.19, in approving arrangements for the City of London Corporation to host an early evening reception and dinner in the Old Library and Art Gallery. This decision was taken using urgency procedures as the event preceded the next Court of Common Council meeting.

A decision was taken not to report this action at the previous Court of Common Council meeting as there was some uncertainty over the details of the event. Subsequently, however, Mr Letta resigned from the post of Prime Minister and the event was cancelled.

iii) Prime Minister of Japan

We report, for information, action taken as a matter of urgency, pursuant to Standing Order No.19, in approving arrangements for the City of London Corporation to host a dinner at Guildhall on 1 May 2014 for the Prime Minister of Japan as part of his official visit to the UK, during which he will have talks with the Prime Minister and an audience with The Queen. This decision was taken under urgency as arrangements needed to be confirmed prior to the next Court of Common Council meeting, which is being held on the same day as the dinner.

It is envisaged that the dinner will provide an opportunity for the Corporation to further strengthen its engagement with key Japanese institutions and support City businesses with strong trade and investment links with Japan.

The arrangements for the dinner were made under the auspices of the Policy and Resources Committee with the cost being met from City's Cash, within the approved cost parameters.

(This will be a Committee event).

18 PLANNING AND TRANSPORTATION COMMITTEE (Deputy Michael Welbank, M.B.E.)

25 February 2014

City of London Community Infrastructure Levy (CIL)

The City of London Community Infrastructure Levy (CIL) replaces Section 106 planning obligations and is a statutory fixed charge on new development intended to help fund the provision of new infrastructure to support development. CIL can be used to fund the provision, improvement, replacement, operation or maintenance of infrastructure but cannot be used to fund affordable housing and revenue schemes as these are still to be sought through scaled back S106 planning obligations. The City CIL will not put the growth of the City at risk, whilst continuing to deliver capital funding to help deliver necessary infrastructure improvements.

We **recommend** the approval of a separately printed and circulated report which proposes that the City of London Community Infrastructure Levy (CIL) be adopted and implemented, taking effect on 1 July 2014.

19 COMMUNITY AND CHILDREN'S SERVICES COMMITTEE (The Revd. Dr Martin Raymond Dudley)

10 January 2014

Housing Strategy

The City of London Housing Strategy for 2014–2019 is a high-level statement of the housing offer which the City is aiming to deliver for residents and tenants over the next five years through all forms of tenure. It meets the City's legal obligations to draw up and publish a housing strategy for the locality and supports the City of London's corporate and strategic aims and sets out policies and objectives, based on accurate and up-to-date evidence, which will improve the City Corporation's housing stock and housing-related services for residents and tenants. Copies of the Strategy can be found in the Members' Reading Room

It will be delivered through joint working between a number of the City Corporation departments together with external partners and we submit a separately printed and

circulated report thereon which recommends the adoption of the Housing Strategy 2014-19.

20 **STANDARDS COMMITTEE**
(Charles Edward Lord O.B.E., J.P.)

31st January 2014

Co-opted Member Appointments (Standards Committee) - Composition of the Selection panel

Your Committee seeks approval to revise the composition of the Selection Panel for the purposes of short-listing and interviewing applicants for Co-opted Member roles on the Standards Committee. The current composition which includes the Chairman of the Policy and Resources Committee, the Chairman of the General Purposes Committee of Aldermen and the Chief Commoner (or their representatives) was agreed by the Court of Common Council in 2000 when the new Standards Committee was established and when no Chairman or Deputy Chairman of the new Committee existed. On the grounds that the Standards Committee's arrangements are now firmly established and in view of revisions to the selection panel arrangements for other decision making bodies comprising of elected and Co-opted Members over recent years, including the Police and the Audit and Risk Management Committees, we therefore **recommend** that the Selection Panel (Co-opted Members of the Standards Committee) be revised to include the Chairman of the Standards Committee, the Deputy Chairman of the Standards Committee, the Chief Commoner and the Chairman of the General Purposes Committee of Aldermen (or their representatives).

21 **HEALTH AND WELLBEING BOARD**
(The Revd. Dr. Martin Raymond Dudley)

2 April 2014

Health and Wellbeing Board - Update

Since the City Corporation became responsible for promoting the wellbeing of all the people who live or work in the City of London a range of activities have been undertaken to promote their health and wellbeing. The purpose of this report is to provide the Court with an update on the events that have taken place over the past year and to advise on the priorities and objectives for the future and we submit a printed and circulated report thereon.

MOTION

22 By the Chief Commoner

"That 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 Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act, 1972:-

(A) reporting action taken under urgency procedures approving recommendations of the Property Investment Board concerning the purchase of freehold and long leasehold interests; and

(B) recommendations of the Hospitality Working Party of the Policy and Resources Committee concerning a matter of hospitality?"



WOOLF, MAYOR COURT OF COMMON COUNCIL

6th March 2014

MEMBERS PRESENT

ALDERMEN

Nicholas Anstee
Charles Bowman
Jeffrey Richard Evans
John Garbutt
Alison Gowman
David Andrew Graves

Timothy Russell Hailes
Gordon Warwick Haines
Peter Hewitt, FCSI, FRSA
Sir David Howard Bt MA DSc
Sheriff Sir Paul Judge
Ian David Luder JP BSC (Econ)
Professor Michael Raymond Mainelli FCCA
FCSI FBCCS

Julian Henry Malins QC
Dr Andrew Charles Pamrley MusM Hon FGS
William Anthony Bowater Russell
Alan Colin Drake Yarrow

COMMONERS

George Christopher Abrahams
John David Absalom, Deputy
Randall Keith Anderson
Kenneth Edwin Ayers MBE,
Deputy
Alex Bain-Stewart MSc JP
John Alfred Barker, OBE Deputy
Douglas Barrow, Deputy
John Bennett Deputy
Christopher Paul Boden
Mark Boleat
David John Bradshaw
Michael John Cassidy CBE
Deputy
Roger Arthur Holden Chadwick
Nigel Kenneth Challis MA FCA
FCSI (Hon)
John Douglas Chapman, Deputy
Henry Nicholas Almroth Colthurst
Dennis Cotgrove BA
Karina Dostalova
William Harry Dove MBE JP,
Deputy
The Revd Dr Martin Raymond
Dudley
Peter Gerard Dunphy
Emma Edhem

Anthony Noel Eskenzi CBE DSc,
Deputy
Kevin Malcolm Everett DSc
Sophie Anne Fernandes
John William Fletcher BSc
Stuart John Fraser CBE
Marianne Bernadette Fredericks
Lucy Frew
George Marr Flemington Gillon,
Chief Commoner
Stanley Ginsburg JP Deputy
The Revd Stephen Decatur
Haines MA, Deputy
Brian Nicholas Harris
Christopher Michael Hayward
Tom Hoffman
Ann Holmes
Robert Picton Seymour Howard,
Deputy
Michael Hudson
Wendy Hyde
Jamie Ingham Clark
Clare James MA
Henry Llewellyn Michael Jones
Deputy
Alastair John Naisbitt King MSc
Deputy

Gregory Alfred Lawrence
Vivienne Littlechild JP
Charles Edward Lord OBE JP
Professor John Stuart Penton
Lumley
Paul Nicholas Martinelli
Jeremy Paul Mayhew MA MBA
Deputy Catherine McGuinness
Andrew Stratton McMurtrie
Wendy Mead
Brian Desmond Francis Mooney
MA
Gareth Wynford Moore
Hugh Fenton Morris
Alastair Michael Moss, Deputy
Sylvia Doreen Moys
Joyce Caruthers Nash OBE,
Deputy
Barbara Patricia Newman CBE
John Richard Owen-Ward MBE,
Deputy
Graham David Packham
Dhruv Patel
Ann Marjorie Francescia
Pembroke
Judith Lindsay Pleasance MA
(Hons)

Henrika Johanna Sofia Priest
Chris Punter
Richard David Regan, Deputy
OBE
Delis Regis
Adam Fox McCloud Richardson
Elizabeth Rogula
Virginia Rounding
John George Stewart Scott JP
BA (Hons) FRPSL
Ian Christopher Norman Seaton
Dr Giles Robert Evelyn Shilson,
Deputy
Jeremy Lewis Simons MSc
Tom Sleigh
Graeme Martyn Smith
Sir Michael Snyder
Patrick Thomas Streeter
John Tomlinson, Deputy
Michael Welbank, Deputy MBE
Mark Raymond Peter Henry
Delano Wheatley
Philip Woodhouse

Minutes Resolved - That the Minutes of the last Court are correctly recorded.

New Common Councilman The following Member, lately elected to be of the Common Council, for the Ward

mentioned, was introduced to the Court and having, previously made the declaration prescribed by the Promissory Oaths Act, 1868, took her seat, viz:

Name	Ward
Emma Edhem	Castle Baynard

Overseas visit

The Right Honourable the Lord Mayor reported on her recent overseas visits to India, the Gulf – Bahrain, UAE, Saudi Arabia, Aberdeen and Edinburgh.

Chadwick,
R.A.H.,
Gillon, G.M.F.

Resolved unanimously – That the Members of this Court wish to place on record their appreciation for the pioneering and innovative service that

Chris Bilsland,

the City of London's 79th Chamberlain, has given to the City of London Corporation over the last 7 years. As Chamberlain, Chris has served in a successive line dating back to 1237, and in accordance with the requirements in 'A New History of London', published in 1773, has fulfilled the role with trust and fidelity.

His expertise has extended beyond City financial and ceremonial matters; during his CIPFA Presidency in 2011/12, Chris was a key contributor to the well-received CIPFA think piece 'After the Downturn', looking at innovative ways for the public sector to respond to the financial crisis. He has also recently helped advise the Government on proposals for a Common Investment Vehicle for the London Government Pension Scheme, with the aim of reducing administration costs, increasing returns on investments, and maintaining local accountability and control.

Chris was instrumental in establishing the City Corporation's social investment fund, which aims to position London as a global hub in the sector, as well as championing apprenticeships, bringing opportunities to young people in deprived boroughs.

Chris pioneered the 'PP2P' project, which has recently been shortlisted as a finalist in the LGA Award for Business Transformation as well as leading recent outsourcing of the City of London's IS Service, which is expected to save quite a lot of money over the next few years. In fact, when it comes to technology, Chris has led by example; always keen to try out the latest IS gadgets, gizmos and Apps!

Under his leadership, the visibility of both Internal Audit and Risk Management has increased and internal governance functions have strengthened. The City Corporation's transparency has been improved by publishing the full set of City's Cash Accounts. The City of London's Pension Fund is ranked 4th out of 85 local authority funds for its investment returns and all three of our funds consistently outperform their benchmarks. Indeed, his recent award from the Local Government Chronicle as Finance Officer of the year, in recognition of the City of London's top performing Pension Fund, is credit to his professionalism and skill.

Chris has performed his ceremonial duties with great panache, a highlight of which was the first Honorary Freedom in over 10 years; awarded to Archbishop Desmond Tutu last November.

The Members of this Court, and particularly those who have served on the Finance and

Audit and Risk Management Committees, have benefitted tremendously from his advice, guidance and innovation. His successful management of the City Corporation's finances, through turbulent times, has helped to ensure that we are better prepared to meet the challenges likely to be faced in the coming years. We wish Chris a long and happy retirement and both he and Gill every good wish for the future.

Chris Bilsland, the Chamberlain of London, was heard in response.

Policy
Statement

There was no policy statement.

Hospital Seal

Sundry documents were sealed with the Hospital Seal.

Freedoms

The Chamberlain, in pursuance of the Order of this Court, presented a list of the under-mentioned, persons who had made applications to be admitted to the Freedom of this City by redemption:-

Edward Christopher Dickson	an Accountant	Ewell, Epsom, Surrey
Thomas David Gray	a Student	Swindon, Wiltshire
Christopher James Mapp	an Osteopath	Nesfield, Barlow, Dronfield, Derbyshire
Tatiana Elizabeth Lilia Kalveks	a Student	Kensington, Kensington and Chelsea
Jonathan Deryck Bullock	a Landlord	Geddington, Northamptonshire
John Kershaw	a Law Lecturer	Denton, Manchester
Ralph Patrick Henry Freeston	a Civil Engineer	Ware, Hertfordshire
Michael Barry Stodart	a Wood Flooring Installation Manager	Willesden, Brent
Vicki Louise Stanfield	a Registered Nurse	Willesden, Brent
John William Adams	a Lambswool Duster Manufacturing Company Director	Welling, Bexley
Simon James Lowe	a Chartered Accountant	Waresley, Cambridgeshire
Nicholas Graham Jenkins	a Mobilisation Director	Swanscombe, Kent
Philip Samir Halim Salama	a Structural Engineer	Romford, Havering
Christian Paul Stanley	an Insurance Executive	Guildford, Surrey
Paul King	a Motor Trade Company Director	Banstead, Surrey
Christina Anna Amelia King	a Health Care Adviser	Banstead, Surrey
David Barry Constable	a Heavy Goods Vehicle Driver	Hellesdon, Norwich, Norfolk
Craig Kelly Constable	a Network Record Keeper	Hellesdon, Norwich, Norfolk

Katharine Louise Freedman	a Capability Manager	Ashtead, Surrey
John Edward Jerome	a Logistics Director	Blackheath, Greenwich
Anthony John Middleditch	a Cleaning Contractor	Erith, Kent
David Patrick Barouch	a Building Surveyor	Blackheath, Greenwich
Andrew John Clarke- Stanley	a Civil Servant	Bobbers Mill, Nottinghamshire
Ian Alistair McInnes	a Development Director	Honor Oak Park, Lewisham
Benjamin Dougal Chatterton	a Doctor	Epsom, Surrey
Gina Doreen Mullett	a School Language Co- Ordinator	Oxted, Surrey
Alfred Alan Hanford	a Social Worker	Upper Norwood, Croydon
Francesco Guazzolini	a Marketing Executive	Pesaro, Italy
Nicolas James Jansa	a Banker	Putney, Wandsworth
David John Morgan	a Global Client Operations Director	Warfield, Berkshire
Timothy Christopher Casey	a Financial Markets Broker	Brentwood, Essex
Justin Eliot Musson	a Risk Manager	Crystal Palace, Upper Norwood, Bromley
Douglas George Gordon	an Insurance Brokers Company Director	Ditchling, Sussex
Barry Frederick Laws	a Facilities Manager	Hayes, Bromley
Donald Ernest Ray	a Salesman	Abbey Wood, Greenwich
Laura Vivien Parker	a Senior Banks Relationship Manager	Tooting, Wandsworth
Peter Alan Jones	a Solicitor	Redhill, Surrey
Russell Silk	a Telecommunications Company Manager, retired	Cockfosters, Barnet, Hertfordshire
Adewale Olaolu Olatunde Olujinmi Oladele-Ajose	an Application Support Engineer	Catford, Lewisham
Abigail Louise Dougal Chatterton	a Medical Student	Epsom, Surrey
Charles Thomas Telfer	a Boat Captain	Blackheath, Greenwich
Tyler Jackson Mitchell	a Student	Indian Land, South Carolina, United States of America
Alice Amy Diamond	a Teacher	Tooting, Wandsworth
Neil Francis Dowdeny, TD, DL.	a Stock Broker	Marksbury, Bath
Roger William Campkin	an Operations Manager	Sidcup, Bexley

Massimiliano Ballaro	a Livery Company Assistant Beadle	Leigh On Sea, Essex
Urs Halter	a Consultancy Company Director	Pimlico, Westminster
Nikhil Carlo Cascone	a Doctor in Ophthalmology	Westminster
Robby Misir	a Facilities and Transport Manager	Gidea Park, Havering
Geeta Misir	a Witness Care Officer	Gidea Park, Havering
Sir James Rufus McDonald, KB	a University Professor and Vice Chancellor	Chapelton By Stewarton, Ayrshire
Lady Eileen Maria Teresa McDonald	a Podiatrist	Chapelton, Ayrshire
Barbara Jane Giles	a Human Resources Manager	Stanway, Colchester, Essex
Barry Philip John Cramer	a Lawyer	Thorpe, Egham, Surrey
Charlotte Louise Fryer	a Student	Leatherhead, Surrey
Annie Beek Kwan Ho	a Banker	Hackney
George Malcolm	a Facilities Management Account Manager	New Eltham, Greenwich
William Muckle	an Information Technology Manager	Beckenham, Bromley
Maureen Elizabeth Shannon	a Property Developer	Norbury, Croydon
Anna Aristibou	a Regional Commercial Director, retired	Flitwick, Bedfordshire
Judith Evelyn Fisher	a Livery Company Beadle	Bushey, Hertfordshire
Nicholas David Gilbert	a Personal Assistant, retired	Brentwood, Essex
Jean Margaret Gill	a Graphics Company Director	Sherfield On Loddon, Hampshire
Keith Hewitt Alexander	a Marketing and Sales Manager	Ealing
Kyle Jamie Alexander	a Business Manager	Sidcup, Bexley
Charlotte Clare Bennett	a Banker, retired	Camberwell, Southwark
Nicholas Wentworth Roskill	a Teacher, retired	Woodford Green, Redbridge
Felicity Ann Banks	a Risk Project Manager	Beckenham, Bromley
Timothy Charles Hemsley, MBE	a Lock Keeper	Goodmayes, Redbridge
Elizabeth Margaret Mills	a Lorry Driver	Barking, Barking and Dagenham
Ian Charles Musgrin	a Head of Nursing	Bethnal Green, Tower Hamlets
James Gareth Hill	a Solicitor	Wandsworth
Jessica Grace Bethell-Jones		

Harmesh Singh Bhambra	a Management Consultant	Earls Court, Kensington and Chelsea
Stewart Mackman	a Senior Private Banker	Horsham, Sussex
Rt Hon Dame Tessa Jane Helen Douglas Jowell, DBE, PC, MP	a Member of Parliament	Haringey
Clint Malcolm Darwen	a Marine Consultant	East Sheen, Richmond Upon Thames
David James Ward	a Police Officer, retired	Newton Abbot, Devon
Barry Davey	a Council Enforcement Officer	Grays, Essex
Nicholas James Gill, TD	a Logistics Manager	Wandsworth
Wayne Kevin O'Connor	a Regional Crime Investigator	Rainham, Essex
Duncan Philip Bennett	a Fire Safety Inspecting Officer	Barnham, Sussex
James Alexander Bennett	a City of London Police Officer	Tooting, Wandsworth
Bianca Naomi Campbell	a Database Administrator	Croydon
Nichola Jeanne Harrison	a Health and Safety Manager	Poole, Dorset
Aubrey Ann Jacobs- Tyson	a Chief Proof Reader	Croydon
Mark Bernard Clayton	an Insurance Broker	Bicknacre, Chelmsford, Essex
Eleanor Catherine Ogilvie	a Management Consultant	Southwark
Martyn Jon Boxall	a Data Centre Manager	Reading, Berkshire
Robert Michael Anderson	a Scaffolder	West Wickham, Bromley
Robert Ronald Anderson	a Scaffolding Company Director	Peckham, Southwark
John Gerard Drake	a Building Services Manager	Erith, Kent
Claire Scott	Personal Assistant To The Chamberlain of London	Hornchurch, Havering
Julia Elizabeth Helena Constantine	a Research Consultant	Richmond, Richmond Upon Thames
Matthew John Ellis	a Pay and Administrative Officer	Dartford, Kent
Ian James Hall	a Chandeliers and Fine Lighting Company Director	Bicester, Oxfordshire
Rakesh Kumar Hira	a Local Government Officer	Shoreditch, Hackney
Bonnie Luck Yin Chu	a Chartered Architect	Barnes, Richmond Upon Thames
Kenneth David Jones	a Refinery Technician, retired	Northfleet, Gravesend, Kent

Kenneth Michael Sheehan	a Computer Systems Engineer, retired	Benfleet, Essex
Roger Benjamin Nettleton-Hammond	a Motor Body Repairer, retired	Gravesend, Kent
Rebecca Marie Samouilhan	a Personal Assistant	Tooting, Wandsworth
Anthony John Clarke	a Civil Construction Company Director, retired	Bromley
Norma Una Gibbes	a Head Teacher, retired	Dulwich, Southwark
Charles Frederick Andrews	a Street Cleanser	Dagenham, Barking and Dagenham
David George Johnson	an Investment Banker	Islington
Peter Ronald Kane	The Chamberlain of London Elect	Haringey
Terence Patrick Keech	a Chartered Engineer	Downe Village, Orpington, Bromley
Nicholas Ethelbert Woodcock	a Priest	Lavenham, Sudbury, Suffolk
John Aloysius Maher III	a Legislator	Pittsburgh, Pennsylvania, United States of America
Christopher John Anderson	an Information Technology Manager	Sanderstead, Surrey
Gary William Sullivan, OBE	a Business Support Company Chairman	Westcliff, Essex
Laura Thompson	a Midwife	Bethnal Green, Tower Hamlets
Stephen Michael Holmwood	a Regular Army Fusilier	Romford, Havering
Patrick Dennis Pearman	a Hydrant Engineer	Grays, Havering
Philippa Alexandra Martinelli	an International Adviser in Atomic Rave Physics	Wimbledon, Merton
Gary Andrew James Macleod	an Information Technology Manager	Enfield
Stephen Malcolm Nunn	a Helicopter Operations Officer	White Notley, Essex
Robert Frederick Morris	a Regular Army Warrant Officer, retired	Ipswich, Suffolk
Peter Andrew Cruddas	a Finance Company Chief Executive	Much Hadham, Hertfordshire
Janice Lorraine Evans	a Teacher	Haringey
Elefteria Lisa Katsavos	a Pharmacy Director	Melbourne, Victoria, Australia
Dorothy Newlands of Lauriston	a Writer	St Cyrus, Montrose, Angus
Herbert Alfred Busby	a Quality Control Manager, retired	Queensbury, Stanmore, Harrow

David William Dyke	a School Teacher, retired	East Finchley, Barnet
Kenneth Philip Lyons	a Chartered Surveyor	Rainham, Essex
Benjamin John Bilsland	a Chartered Accountant	Bristol
Charlotte Frances Rose Bilsland	a Chartered Accountant	Oxted, Surrey
James David Bobin	a Film Director	Los Angeles, California

Read.

Resolved – That this Court doth hereby assent to the admission of the said persons to the Freedom of this City by redemption upon the terms and in the manner mentioned in the several Resolutions of this Court, and it is hereby ordered that the Chamberlain do admit them severally to their Freedom accordingly.

Results of
Ballots

One Member on The City Bridge Trust Committee for a balance of a term to expire in April 2016.

	Votes
The Revd. Dr. Martin Dudley	22
Stanley Ginsburg J.P., Deputy	27
Ann Holmes	14
Andrew Stratton McMurtrie	13
Judith Lindsay Pleasance	14
John George Stewart Scott, J.P., B.A.(Hons)	14

N.B. It will be necessary to hold a second ballot between The Revd Dr Martin Dudley and Deputy Stanley Ginsburg as no candidate achieved 40% of the votes cast as required by Standing Order No. 10(4)(b).

Read.

The Court proceeded, in accordance with Standing Order No.10, to ballot on the foregoing vacancy.

The Lord Mayor requested the Chief Commoner and the Chairman of Finance Committee, or their representatives, to be scrutineers of the ballot.

Resolved – That the votes be counted at the conclusion of the Court and the result printed on the Summons for the next meeting.

Appointment of
the Irish
Society

(A) The Court proceeded to appoint three Aldermen on The Honourable The Irish Society for terms of up to three years.

Nominations of the Court of Aldermen:-
Ian David Luder, B.Sc.(Econ.) Alderman
Alison Jane Gowman, Alderman
William Russell, Alderman

Read.

Resolved –That Alderman Ian Luder, Alderman Alison Gowman and Alderman William Russell be appointed on The Honourable The Irish Society for terms of up to three years.

B) The Court proceeded to appoint four Common Councilmen on the Honourable The Irish Society for terms of three years.

Nominations received:-

John David Absalom, Deputy
Peter Gerard Dunphy
Christopher Michael Hayward
Wendy Hyde
Gregory Percy Jones, Q.C.
Vivienne Littlechild, J.P.
Oliver Arthur Wynlayne Lodge, T.D, B.Sc.
Hugh Fenton Morris
Elizabeth Rogula
Jeremy Lewis Simons, M.Sc.
Patrick Thomas Streeter

Read.

The Court proceeded, in accordance with Standing Order No.10, to ballot on the vacancy.

The Lord Mayor appointed the Chief Commoner and the Chairman of the Finance Committee, or their representatives, to be the scrutineers of the ballot.

Resolved – That the votes be counted at the conclusion of the Court and the result printed in the Summons for the next meeting.

Sir David
Howard,
Alderman,
Gillon, G.M.F.

C) The Court proceeded to nominate the Governor of The Honourable The Irish Society.

Resolved – That Ian Luder, Alderman and Cooper, be nominated as Governor of the Honourable the Irish Society for the ensuing year, it being noted that the Deputy Governor would be appointed by the Court of the Irish Society.

Appointments

The Court proceeded to make the following appointments in respect of which the Town Clerk reported that the following nominations had been received: -

* indicates a Member standing for re-appointment

a) One Member on the Joint Grand Gresham Committee for the balance of a term to expire in April 2016.

Nominations received:-

Kenneth Edwin Ayers, MBE, Deputy
George Marr Flemington Gillon
Michael Hudson

Wendy Hyde
Charles Edward Lord, OBE, J.P.
John George Stewart Scott, J.P., B.A.(Hons)
Patrick Thomas Streeter
Michael Welbank, Deputy
Read.

b) Two Members on the Audit and Risk Management Committee, one for the balance of a term to expire in April 2016 and one for the balance of a term to expire in April 2015.

Nominations received:-
Charles Bowman, Alderman
Timothy Russell Hailes, Alderman
Graeme Martyn Smith

Read.

The Court proceeded, in accordance with Standing Order No.10, to ballot on the foregoing vacancies.

The Lord Mayor requested the Chief Commoner and the Chairman of Finance Committee, or their representatives, to be scrutineers of the ballots.

Resolved – That the votes be counted at the conclusion of the Court and the results be printed in the Summons for the next meeting.

c) One Member on the City YMCA for a three year term to expire in March 2017.

Nomination received:-
Andrew Stratton McMurtrie

Read.

Whereupon the Lord Mayor declared Andrew McMurtrie to have been appointed on the City YMCA for the balance of a term to expire in March 2017.

d) Two Members on the City Reserve Forces' and Cadets' Association for three year terms to expire in March 2017.

Nominations received:-
*Simon D'Olier Duckworth, D.L.
Jamie Ingham Clark
*Charles Edward Lord, OBE, J.P.

Read.

Edward Lord sought and was granted leave to withdraw from the ballot.

Whereupon the Lord Mayor declared Simon Duckworth and Jamie Ingham Clark to

have been appointed on the City Reserve Forces' and Cadets' Association for three year terms to expire in March 2017.

e) Two Members on the City and Metropolitan Welfare Charity for four year terms to expire in March 2018.

Nominations received:-

Henry Nicholas Almroth Colthurst

*William Harry Dove, MBE, J.P., Deputy

Charles Edward Lord, OBE, J.P.

Patrick Thomas Streeter

Read.

Patrick Streeter sought and was granted leave to withdraw from the ballot.

The Court proceeded, in accordance with Standing Order No.10, to ballot on the foregoing vacancy.

The Lord Mayor requested the Chief Commoner and the Chairman of Finance Committee, or their representatives, to be scrutineers of the ballot.

Resolved – That the votes be counted at the conclusion of the Court and the result be printed in the Summons for the next meeting.

f) One Member on the Council of Governors of the East London NHS Foundation Trust for the balance of a term to expire in October 2015.

Nomination received:-

Dhruv Patel

Read.

Whereupon the Lord Mayor declared Dhruv Patel to have been appointed on the Council of Governors of the East London NHS Foundation Trust for the balance of a term to expire in October 2015.

g) One Member on the Board of Governors of the Museum of London for the balance of a term to expire in November 2016.

Nominations received:-

Alison Gowman, Alderman

Jeremy Paul Mayhew, M.A, M.B.A

Graeme Martyn Smith

Read.

The Court proceeded, in accordance with Standing Order No.10, to ballot on the foregoing vacancy.

The Lord Mayor requested the Chief Commoner and the Chairman of Finance Committee, or their representatives, to be scrutineers of the ballot.

Resolved – That the votes be counted at the conclusion of the Court and the result be printed in the Summons for the next meeting.

h) Three Members on the Guild Church Council of St Lawrence Jewry for one year terms to expire in March 2015.

Nominations received:-

*Roger Arthur Holden Chadwick

*Simon D'Olier Duckworth, D.L.

Gregory Percy Jones, Q.C.

Read.

Whereupon the Lord Mayor declared Roger Chadwick, Simon Duckworth and Gregory Jones to have been re-appointed on the Council of St Lawrence Jewry for one year terms to expire in March 2015.

Questions

Patrick Streeter asked a question of the **Chairman of the City Side of the Joint Grand Gresham Committee** regarding the will of Sir Thomas Gresham which charged his Trustees with three tasks; namely the maintenance of Gresham College, the funding of Almshouses and the support and help for prisoners. He commented that the Trust honoured the first two but not the third and he asked whether the Trustees would be taking steps to correct this.

In reply the **Chairman** detailed the history of this matter and specifically referred to the will which provided that £10 be paid quarterly to the five debtor prisons which were then located in the City "*the relief of the poor persons and prisoners in the prisons and places called Newgate, Ludgate, the Kings Bench, the Marshalsea and Counter (Wood Street)*". He reported that these institutions no longer existed and the purpose of assisting poor persons in the debtors' prisons became redundant as a result of the Debtors Act 1869 and subsequent changes to the laws relating to bankruptcy and insolvency. He added that the five debtors' prisons closed variously in or about 1727, 1760, 1880 and 1902 and this element of the bequest was therefore believed to have lapsed. In addition, if any remnant of the bequest remained, it was believed to have been subsumed under the general charitable grants programmes allocated by Finance Grants Sub-Committee (and its predecessors) from City's Cash funds which amount to some £743,000 per annum.

In response to a supplementary question from **Patrick Streeter**, the **Chairman** agreed to discuss any further details with Mr Streeter after the meeting.

In response to a supplementary question from **Brian Mooney**, the **Chairman** agreed to look into a possible donation to a charity concerned with the assistance of prisoners or debtors.

Motions There were no motions.

Awards and Prizes There was no report.

**FINANCE COMMITTEE
(Roger Arthur Holden Chadwick)**

18 February 2014

A) City Fund – 2014/15 Budget Report and Medium Term Financial Strategy including Non Domestic Rates and Council Taxes for the Year 2014/15

We have considered as to the Non-Domestic Rates and Council Taxes to be levied to meet the City Fund budget requirement during the year ensuing including the proposal to levy:

- an unchanged premium multiplier of 0.004 on the Non-Domestic Rate and Small Business Rate multipliers to enable the City to continue to support the City of London Police, security and contingency planning activity within the Square Mile at an enhanced level; and
- an unchanged Council tax of £857.31 for a Band D property (excluding the GLA precept).

We submit a printed and circulated report thereon: City Fund – 2014/15 Budget Report and Medium Term Financial Strategy.

We **recommend** that the report be agreed to and that the Court do pass a Resolution in the following terms:-

Overall Financial Framework - Revenue

1. Approve the overall financial framework and the revised Medium Term Financial Strategy for the City Fund noting, in particular, that work continues on the Service Based Review to identify savings options to eliminate the deficits forecast from 2016/17 as a result of the significant and continuing Government funding cuts.
2. Approve the City Fund Revenue Budgets.
3. Note the following assumptions:
 - the 2% efficiency savings required over the two year period 2013/14 and 2014/15 have been included alongside procurement savings;
 - an allowance of 2% a year has been included for pay and prices across the forecast period (to 2017/18);
 - a neutral position with regard to the Government's system of Business Rates retention introduced on 1 April 2013 – i.e. no speculation as to growth or reduction;
 - a reduction in the anticipated interest rate on cash balances from 1.5% to the 0.75% currently being achieved; and
 - the revenue position cannot support significant contributions to the funding of the capital programme beyond the limited sums already included in the forecasts.

City Police

4. As part of the strategy to achieve a balanced budget over the medium term, continue the policy of allowing City Police to draw from its reserves on a managed basis, subject to a minimum £4.5m being retained.

Council Tax

5. From April 2013, council tax reduction replaced council tax benefit and in accordance with Section 10 of the Local Government Finance Act 2012 which amended Section 13A of the Local Government Finance Act 1992, local authorities have to make their own local schemes if not applying the Government default scheme. The City adopted the default scheme for 2013-14. There is no intention to amend the scheme for 2014-15 other than to apply the annual uprating of applicable amounts in line with housing benefit applicable amounts to ensure that no claimants in receipt of the council tax reduction are worse off in 2014/15.
6. The Common Council of the City of London hereby agrees, therefore, that the annual uprating of applicable amounts, premiums, disregarded income, or capital in relation to the Local Council Tax Reduction Scheme 2014/2015 as it applies to working age claimants, be in accordance with the uprating to be applied under the Housing Benefit Regulations which take effect from 1 April each year; and the annual uprating of non-dependent income and deductions, and income levels relating to Alternative Council Tax Reduction, or any other uprating as it applies to working age claimants, shall be adjusted in line with inflation levels by reference to relevant annual uprating in the Housing Benefit Scheme, or The Prescribed Council Tax Reduction Scheme for Pensioners.
7. It be noted that the Council Tax Base now has to be reduced to reflect the changes resulting from the new council tax reduction scheme.
8. It be noted that in 2012 the Finance Committee delegated the calculation of the Council Tax Base to the Chamberlain and the Chamberlain has calculated the following amounts for the year 2014/15 in accordance with Section 31B of the Local Government Finance Act 1992:
 - (a) £6187.65 being the amount calculated by the Chamberlain (as delegated by the Finance Committee), in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as the City's Council Tax base for the year; this amount includes a calculation of the amount of council tax reduction; and
 - (b) Parts of Common Council's Area

Inner Temple

Middle Temple

City excl. Temples
(special expense
area)

83.02

69.87

6034.76

being the amounts calculated by the Chamberlain, in accordance with the Regulations, as the amounts of the City's Council Tax Base for the year for dwellings in those parts of its area to which the special items relate.

9. For the year 2014/15 the Common Council determines, in accordance with Section 35(2) (d) of the Local Government Finance Act 1992, that any expenses incurred by the Common Council in performing in a part of its area a function performed elsewhere in its area by the Sub-Treasurer of the Inner Temple and the Under Treasurer of the Middle Temple shall not be treated as special expenses, apart from the amount of £13,152,000 being the expenses incurred by the Common Council in performing in the area of the Common Council of the City of London the City open spaces, highways, waste disposal, transportation planning and road safety, street lighting, drains and sewer functions.
10. That the following amounts be now calculated by the Common Council for the year 2014/15 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992:

(a) £326,698,734

Being the aggregate of the amounts which the Common Council estimates for the items set out in Section 31A(2) (a) to (f) of the Act, including the local precepts issued by the Inner and Middle Temples

(b) £321,394,000

Being the aggregate of the amounts which the Common Council estimates for the items set out in Section 31A(3) (a) to (d) of the Act;

(c) £5,304,734

Being the amount by which the aggregate at 9(a) above exceeds the aggregate at 9(b) above, calculated by the Common Council, in accordance with Section 31A(4) of the Act, as its council tax requirement for the year;

(d) £857.31

Being the amount of 9(c) above, divided by the amount at 7(a) above, calculated by the Common Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year;

(e) £13,485,203.88

Being the aggregate amount of all special items referred to in Section 34(1) of the Act, including the local

precepts issued by the Inner and Middle Temples;

(f) £1,322.06 CR

Being the amount at 9(d) above less the result given by dividing the amount at 9(e) above by the amount at 7(a) above, calculated by the Common Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates;

(g) Parts of Common Council's Area

Inner Temple	Middle Temple	City excl. Temples (special expense area)
£	£	£
857.31	857.31	857.31

being the amounts given by adding to the amount at 9(f) above the amounts of the special item or items relating to dwellings in those parts of the Common Council's area mentioned above divided in each case by the amount at 9(b) above, calculated by the Common Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one of the special items relate; and

(h) Council Tax Valuation Bands

Valuation Bands	Inner Temple	Middle	City excl Temples (special expense area)
	£	£	£
A	57	571.54	571.54
B	66	666.80	666.80
C	76	762.05	762.05
D	85	857.31	857.31
E	1,047.82	1,047.82	1,047.82
F	1,238.34	1,238.34	1,238.34
G	1,428.85	1,428.85	1,428.85
H	1,714.62	1,714.62	1,714.62

being the amounts given by multiplying the amounts at 9(g) above by the number which, in the proportion set out in Section

5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which, in that proportion, is applicable to dwellings listed in valuation band D, calculated by the Common Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

11. It be noted that for the year 2014/15 the Greater London Authority has proposed the following amounts in precepts issued to the Common Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

<u>Valuation Bands</u>	<u>Precepting Authority</u>
	Greater London Authority
	£
A	56.32
B	65.71
C	75.09
D	84.48
E	103.25
F	122.03
G	140.80
H	168.96

12. Having calculated the aggregate in each case of the amounts at 9(h) and 10 above, the Common Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby proposes the following amounts as the amounts of Council Tax for the year 2014/15 for each of the categories of dwelling as shown below:

Council Tax Valuation Bands Inclusive of GLA Precept

Valuation Bands	City excl Temples (special expense area)		
	Inner Temple	Middle	
	£	£	£
A	627.86	627.86	627.86
B	732.51	732.51	732.51
C	837.14	837.14	837.14
D	941.79	941.79	941.79
E	1,151.0	1,151.07	1,151.07
F	1,360.3	1,360.37	1,360.37
G	1,569.6	1,569.65	1,569.65
H	1,883.5	1,883.58	1,883.58

13. The Common Council of the City of London hereby determines that the following amounts of discount be awarded:
- i. to dwellings in Class B as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992 (i.e. second homes) - Nil for the financial year beginning on 1st April 2014:
 - ii. to dwellings in Class C as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992:
 - (a) in the case of a vacant dwelling that has been such for a continuous period of less than 6 months ending immediately before the day in question: 100% for the financial year beginning on 1st April 2014;
 - (b) in the case of a vacant dwelling that has been such for a continuous period of 6 months or more: 50% for the financial year beginning on 1st April 2014; (i.e. a dwelling that is unoccupied and substantially unfurnished will qualify for a discount from the date the dwelling became vacant of 100% for the first 6 months (less one day) and 50% thereafter).
 - iii. to dwellings in Class D as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992 (i.e. vacant uninhabitable dwellings or vacant dwellings undergoing major works to make them habitable or vacant dwellings where major repair works have taken place): 100% for the financial year beginning on 1st April 2014.
14. The Common Council of the City of London hereby determines that its relevant basic amount of council tax for 2014/15, calculated in accordance with Section 52ZX of the Local Government Finance Act 1992 is not excessive in accordance with the Referendums Relating to Council Tax Increases (Principles) (England) Report 2014/15.

Non Domestic Rates

15. The Common Council of the City of London being a special authority in accordance with Section 144(6) of the Local Government Finance Act 1988 hereby sets for the chargeable financial year beginning with 1st April 2014, a Non-Domestic Rating Multiplier of 0.486 and a Small Business Non-Domestic Rating Multiplier of 0.475 in accordance with Part II of the Schedule 7 of the said Act. (Both multipliers are inclusive of the City business rate premium of 0.004 which is unchanged from the current year.)

16. In addition, the levying by the Greater London Authority of a Business Rate Supplement in 2014/15 of 0.020 (i.e. 2.0p in the £) on hereditaments with a rateable value greater than £55,000, to finance its contribution to Crossrail, be noted.
17. A copy of the said Council Taxes and the Non-Domestic Rating Multipliers, signed by the Town Clerk, be deposited in the offices of the Town Clerk in the said City, and advertised within 21 days from the date of the Court's decision, in at least one newspaper circulating in the area of the Common Council.

Capital Expenditure and Financing for the Year 2014/15

Having considered the circulated report, we further **recommend** that your Honourable Court do pass a resolution in the following terms:-

18. The City Fund capital budget be approved and its final financing be determined by the Chamberlain, apart from in regard to any possible borrowing options.
19. The continued pursuit of the approved financing methodology for the Corporation's funding commitment towards the cost of Crossrail be noted, particularly that each future year's budget report will give a detailed update on funding progress.
20. For the purpose of Section 3(1) of the Local Government Act 2003, for the financial years 2014/15 to 2016/17, the Court of Common Council hereby determines that at this stage the amount of money (referred to as the "Affordable Borrowing Limit"), which is the maximum amount which the City may have outstanding by way of borrowing, shall be £0.
21. For the purpose of Section 21(A) of the Local Government Act 2003, for the financial year 2014/15, the Court of Common Council hereby determines that the prudent amount of Minimum Revenue Provision is £0, apart from any specific requirement arising from any property leases which have to be treated as finance leases.
22. Any potential borrowing requirement and associated implications will be subject to a further report to Finance Committee and the Court of Common Council.
23. The Chamberlain be authorised to lend surplus monies on the basis set out in the Annual Investment Strategy, with an absolute limit of £200m for maturities in excess of 364 days.
24. The following Prudential Indicators be set:

Prudential indicators for affordability, prudence, capital expenditure and external debt:

	2014/15	2015/16	2016/17
Estimates of the ratio of financing costs to net revenue stream:			
HRA	0.31	0.31	0.31
Non-HRA	(0.39)	(0.41)	
Total	(0.34)	(0.35)	(0.31)
Estimate of the incremental impact of capital investment decisions on the Council Tax - compared to 2013/14 estimates and expressed as a Band D equivalent	£ (918)	£ (1,744)	£ (2,035)
Estimate of the incremental impact on average weekly rent of capital investment decisions on housing rents	£ 1.04	£ (0.37)	£ (0.27)
Estimates of Capital Expenditure	£m	£m	£m
HRA	17.378	3.253	0.620
Non-HRA	56.209	231.551	20.65
Total	73.587	234.804	21.275
Estimates of Capital Financing Requirement – underlying need to borrow	£m	£m	£m
HRA	10.492	10.282	10.076
Non-HRA	(12.420)	(12.210)	(12.004)
Total	(1.928)	(1.928)	(1.928)

	Period 2013/14 to 2016/17 £m
Net borrowing/(Net investments)	(70.174)
Capital financing requirement – underlying need to borrow	(1.928)

Prudential Indicators for Treasury Management:

	2014/15	2015/16	2016/17
Operational Boundary for External Debt	£m	£m	£m
Borrowing	0	0	0
<i>Other Long Term Liabilities</i>			
<i>Total</i>	0	0	0
Authorised Limit	£m	£m	£m
Borrowing	0	0	0
<i>Other Long Term Liabilities</i>	0	0	0
<i>Total</i>	0	0	0
<i>Upper Limit - Fixed Interest Rate Exposure</i>	100%	100%	100%
<i>Upper Limit-Variable Interest Rate Exposure</i>	100%	100%	100%
<i>Upper limit for Principal Sums Invested for > 364 days</i>	£200m	£200m	£200m
<i>Maturity Structure of New Fixed Rate Borrowing During 2014/15</i>	<i>Upper Limit</i>		<i>Lower Limit</i>
<i>Under 12 months</i>	0		0
<i>12 months and within 24 months</i>	0		0
<i>24 months and within 5 years</i>	0		0
<i>5 years and within 10 years</i>	0		0
<i>10 years and above</i>	0		0

Local Indicators focusing on investment incomes and revenue reserves:

	2014/15	2015/16	2016/17
	<i>Estimate</i>	<i>Estimate</i>	<i>Estimate</i>
<i>Net investment income lost/(gained) due to capital disposals and capital expenditure in the period 2013/14 to 2015/16</i>	(£4.9m)	(£5.1m)	(£0.4m)
<i>Times cover on unencumbered revenue reserves (bracketed figures denote annual surpluses)</i>	(7.7)	250.0	6.4

Other Recommendations

25. The Treasury Management Strategy Statement and Annual Investment Strategy 2014/15 are endorsed.
26. The Chamberlain's assessment of the robustness of budgets and the adequacy of reserves be endorsed.

Read.

Resolved – That that the report be agreed to and that the Court do pass a Resolution in the following terms:-

Overall Financial Framework - Revenue

1. Approve the overall financial framework and the revised Medium Term Financial Strategy for the City Fund noting, in particular, that work continues on the Service Based Review to identify savings options to eliminate the deficits forecast from 2016/17 as a result of the significant and continuing Government funding cuts.
2. Approve the City Fund Revenue Budgets.
3. Note the following assumptions:
 - the 2% efficiency savings required over the two year period 2013/14 and 2014/15 have been included alongside procurement savings;
 - an allowance of 2% a year has been included for pay and prices across the forecast period (to 2017/18);
 - a neutral position with regard to the Government's system of Business Rates retention introduced on 1 April 2013 – i.e. no

- speculation as to growth or reduction;
- a reduction in the anticipated interest rate on cash balances from 1.5% to the 0.75% currently being achieved; and
- the revenue position cannot support significant contributions to the funding of the capital programme beyond the limited sums already included in the forecasts.

City Police

4. As part of the strategy to achieve a balanced budget over the medium term, continue the policy of allowing City Police to draw from its reserves on a managed basis, subject to a minimum £4.5m being retained.

Council Tax

5. From April 2013, council tax reduction replaced council tax benefit and in accordance with Section 10 of the Local Government Finance Act 2012 which amended Section 13A of the Local Government Finance Act 1992, local authorities have to make their own local schemes if not applying the Government default scheme. The City adopted the default scheme for 2013-14. There is no intention to amend the scheme for 2014-15 other than to apply the annual uprating of applicable amounts in line with housing benefit applicable amounts to ensure that no claimants in receipt of the council tax reduction are worse off in 2014/15.
6. The Common Council of the City of London hereby agrees, therefore, that the annual uprating of applicable amounts, premiums, disregarded income, or capital in relation to the Local Council Tax Reduction Scheme 2014/2015 as it applies to working age claimants, be in accordance with the uprating to be applied under the Housing Benefit Regulations which take effect from 1 April each year; and the annual uprating of non-dependent income and deductions, and income levels relating to Alternative Council Tax Reduction, or any other uprating as it applies to working age claimants, shall be adjusted in line with inflation levels by reference to relevant annual uprating in the Housing Benefit Scheme, or The Prescribed Council Tax Reduction Scheme for Pensioners.
7. It be noted that the Council Tax Base now has to be reduced to reflect the changes resulting from the new council tax reduction scheme.
8. It be noted that in 2012 the Finance Committee delegated the calculation of the Council Tax Base to the Chamberlain and the Chamberlain has calculated the following amounts for the year 2014/15 in accordance with Section 31B of the Local Government Finance Act 1992:
 - (a) £6187.65 being the amount calculated by the Chamberlain (as delegated by the Finance Committee), in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as the City's Council Tax base for the year; this amount includes a calculation of the amount of council tax reduction; and

(b) Parts of Common Council's Area

Inner Temple	Middle Temple	City excl. Temples (special expense area)
83.02	69.87	6034.76

being the amounts calculated by the Chamberlain, in accordance with the Regulations, as the amounts of the City's Council Tax Base for the year for dwellings in those parts of its area to which the special items relate.

9. For the year 2014/15 the Common Council determines, in accordance with Section 35(2) (d) of the Local Government Finance Act 1992, that any expenses incurred by the Common Council in performing in a part of its area a function performed elsewhere in its area by the Sub-Treasurer of the Inner Temple and the Under Treasurer of the Middle Temple shall not be treated as special expenses, apart from the amount of £13,152,000 being the expenses incurred by the Common Council in performing in the area of the Common Council of the City of London the City open spaces, highways, waste disposal, transportation planning and road safety, street lighting, drains and sewer functions.

10. That the following amounts be now calculated by the Common Council for the year 2014/15 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992:

- | | |
|------------------|---|
| (a) £326,698,734 | Being the aggregate of the amounts which the Common Council estimates for the items set out in Section 31A(2) (a) to (f) of the Act, including the local precepts issued by the Inner and Middle Temples |
| (b) £321,394,000 | Being the aggregate of the amounts which the Common Council estimates for the items set out in Section 31A(3) (a) to (d) of the Act; |
| (c) £5,304,734 | Being the amount by which the aggregate at 9(a) above exceeds the aggregate at 9(b) above, calculated by the Common Council, in accordance with Section 31A(4) of the Act, as its council tax requirement for the year; |
| (d) £857.31 | Being the amount of 9(c) above, divided by the amount at 7(a) above, calculated by the Common Council, in accordance with Section 31B of the |

Act, as the basic amount of its Council Tax for the year;

(e) £13,485,203.88

Being the aggregate amount of all special items referred to in Section 34(1) of the Act, including the local precepts issued by the Inner and Middle Temples;

(f) £1,322.06 CR

Being the amount at 9(d) above less the result given by dividing the amount at 9(e) above by the amount at 7(a) above, calculated by the Common Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates;

(g) Parts of Common Council's Area

Inner Temple	Middle Temple	City excl. Temples (special expense area)
£	£	£
857.31	857.31	857.31

being the amounts given by adding to the amount at 9(f) above the amounts of the special item or items relating to dwellings in those parts of the Common Council's area mentioned above divided in each case by the amount at 9(b) above, calculated by the Common Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one of the special items relate; and

(h) Council Tax Valuation Bands

Valuation Bands	Inner Temple	Middle	City excl Temples (special expense
	£	£	£
A	57	571.54	571.54
B	66	666.80	666.80
C	76	762.05	762.05
D	85	857.31	857.31
E	1,047.82	1,047.82	1,047.82
F	1,238.34	1,238.34	1,238.34

G	1,428.85	1,428.85	1,428.85
H	1,714.62	1,714.62	1,714.62

being the amounts given by multiplying the amounts at 9(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which, in that proportion, is applicable to dwellings listed in valuation band D, calculated by the Common Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

11. It be noted that for the year 2014/15 the Greater London Authority has proposed the following amounts in precepts issued to the Common Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

<u>Valuation Bands</u>	<u>Precepting Authority</u>
	Greater London Authority
	£
A	56.32
B	65.71
C	75.09
D	84.48
E	103.25
F	122.03
G	140.80
H	168.96

12. Having calculated the aggregate in each case of the amounts at 9(h) and 10 above, the Common Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby proposes the following amounts as the amounts of Council Tax for the year 2014/15 for each of the categories of dwelling as shown below:

Council Tax Valuation Bands Inclusive of GLA Precept

Valuation Bands	Inner Temple	Middle Temple	City excl Temples special expense area)
	£	£	£
A	627.86	627.86	627.86
B	732.51	732.51	732.51
C	837.14	837.14	837.14
D	941.79	941.79	941.79
E	1,151.07	1,151.07	1,151.07

F	1,360.37	1,360.37	1,360.37
G	1,569.65	1,569.65	1,569.65
H	1,883.58	1,883.58	1,883.58

13. The Common Council of the City of London hereby determines that the following amounts of discount be awarded:
- i. to dwellings in Class B as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992 (i.e. second homes) - Nil for the financial year beginning on 1st April 2014:
 - ii. to dwellings in Class C as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992:
 - (a) in the case of a vacant dwelling that has been such for a continuous period of less than 6 months ending immediately before the day in question: 100% for the financial year beginning on 1st April 2014;
 - (b) in the case of a vacant dwelling that has been such for a continuous period of 6 months or more: 50% for the financial year beginning on 1st April 2014; (i.e. a dwelling that is unoccupied and substantially unfurnished will qualify for a discount from the date the dwelling became vacant of 100% for the first 6 months (less one day) and 50% thereafter).
 - iii. to dwellings in Class D as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992 (i.e. vacant uninhabitable dwellings or vacant dwellings undergoing major works to make them habitable or vacant dwellings where major repair works have taken place): 100% for the financial year beginning on 1st April 2014.
14. The Common Council of the City of London hereby determines that its relevant basic amount of council tax for 2014/15, calculated in accordance with Section 52ZX of the Local Government Finance Act 1992 is not excessive in accordance with the Referendums Relating to Council Tax Increases (Principles) (England) Report 2014/15.

Non Domestic Rates

15. The Common Council of the City of London being a special authority in accordance with Section 144(6) of the Local Government Finance Act 1988 hereby sets for the chargeable financial year beginning with 1st April 2014, a Non-Domestic Rating Multiplier of 0.486 and a Small Business Non-Domestic

Rating Multiplier of 0.475 in accordance with Part II of the Schedule 7 of the said Act. (Both multipliers are inclusive of the City business rate premium of 0.004 which is unchanged from the current year.)

16. In addition, the levying by the Greater London Authority of a Business Rate Supplement in 2014/15 of 0.020 (i.e. 2.0p in the £) on hereditaments with a rateable value greater than £55,000, to finance its contribution to Crossrail, be noted.
17. A copy of the said Council Taxes and the Non-Domestic Rating Multipliers, signed by the Town Clerk, be deposited in the offices of the Town Clerk in the said City, and advertised within 21 days from the date of the Court's decision, in at least one newspaper circulating in the area of the Common Council.

Capital Expenditure and Financing for the Year 2014/15

Having considered the circulated report, we further **recommend** that your Honourable Court do pass a resolution in the following terms:-

18. The City Fund capital budget be approved and its final financing be determined by the Chamberlain, apart from in regard to any possible borrowing options.
19. The continued pursuit of the approved financing methodology for the Corporation's funding commitment towards the cost of Crossrail be noted, particularly that each future year's budget report will give a detailed update on funding progress.
20. For the purpose of Section 3(1) of the Local Government Act 2003, for the financial years 2014/15 to 2016/17, the Court of Common Council hereby determines that at this stage the amount of money (referred to as the "Affordable Borrowing Limit"), which is the maximum amount which the City may have outstanding by way of borrowing, shall be £0.
21. For the purpose of Section 21(A) of the Local Government Act 2003, for the financial year 2014/15, the Court of Common Council hereby determines that the prudent amount of Minimum Revenue Provision is £0, apart from any specific requirement arising from any property leases which have to be treated as finance leases.
22. Any potential borrowing requirement and associated implications will be subject to a further report to Finance Committee and the Court of Common Council.
23. The Chamberlain be authorised to lend surplus monies on the basis set out in the Annual Investment Strategy, with an absolute limit of £200m for maturities in excess of 364 days.
24. The following Prudential Indicators be set:

Prudential indicators for affordability, prudence, capital expenditure and external debt:

	2014/15	2015/16	2016/17
Estimates of the ratio of financing costs to net revenue stream:			
HRA	0.31	0.31	0.31
Non-HRA	(0.39)	(0.41)	(0.36)
Total	(0.34)	(0.35)	(0.31)
Estimate of the incremental impact of capital investment decisions on the Council Tax - compared to 2013/14 estimates and expressed as a Band D equivalent	£ (918)	£ (1,744)	£ (2,035)
Estimate of the incremental impact on average weekly rent of capital investment decisions on housing rents	£ 1.04	£ (0.37)	£ (0.27)
Estimates of Capital Expenditure	£m	£m	£m
HRA	17.378	3.253	0.620
Non-HRA	56.209	231.551	20.65
Total	73.587	234.804	21.275
Estimates of Capital Financing Requirement – underlying need to borrow	£m	£m	£m
HRA	10.492	10.282	10.076
Non-HRA	(12.420)	(12.210)	(12.004)
Total	(1.928)	(1.928)	(1.928)
Net borrowing/(Net investments)	Period 2013/14 to 2016/17 £m (70.174)		
Capital financing requirement – underlying need to borrow	(1.928)		

Prudential Indicators for Treasury Management:

	2014/15	2015/16	2016/17
Operational Boundary for External Debt	£m	£m	£m
Borrowing	0	0	0
<i>Other Long Term Liabilities</i>			
<i>Total</i>	0	0	0
Authorised Limit	£m	£m	£m
Borrowing	0	0	0
<i>Other Long Term Liabilities</i>	0	0	0
<i>Total</i>	0	0	0
<i>Upper Limit - Fixed Interest Rate Exposure</i>	100%	100%	100%
<i>Upper Limit-Variable Interest Rate Exposure</i>	100%	100%	100%
<i>Upper limit for Principal Sums Invested for > 364 days</i>	£200m	£200m	£200m
<i>Maturity Structure of New Fixed Rate Borrowing During 2014/15</i>	<i>Upper Limit</i>	<i>Lower Limit</i>	
<i>Under 12 months</i>	0	0	
<i>12 months and within 24 months</i>	0	0	
<i>24 months and within 5 years</i>	0	0	
<i>5 years and within 10 years</i>	0	0	
<i>10 years and above</i>	0	0	

Local Indicators focusing on investment incomes and revenue reserves:

	2014/15	2015/16	2016/17
	<i>Estimate</i>	<i>Estimate</i>	<i>Estimate</i>
<i>Net investment income lost/(gained) due to capital disposals and capital expenditure in the period 2013/14 to 2015/16</i>	<i>(£4.9m)</i>	<i>(£5.1m)</i>	<i>(£0.4m)</i>
<i>Times cover on unencumbered revenue reserves (bracketed figures denote annual surpluses)</i>	<i>(7.7)</i>	<i>250.0</i>	<i>6.4</i>

Other Recommendations

25. The Treasury Management Strategy Statement and Annual Investment Strategy 2014/15 are endorsed.
26. The Chamberlain's assessment of the robustness of budgets and the adequacy of reserves be endorsed.

18th February 2014

(B) Revenue and Capital Budgets 2013/14 and 2014/15

We submit a printed and circulated report which summarises the revenue and capital budgets for each of the City's three main funds, City Fund, City's Cash and Bridge House Estates together with the budgets for central support services within Guildhall Administration (which initially 'holds' such costs before these are wholly recharged). The report accompanies the Summary Budget Book which includes all the City's budgets at a summary level in a single document. The Summary Budget Book is available in the Members' Reading Room, and on the City Corporation's website. Further copies can be provided on request.

Having considered the circulated report we **recommend** approval of the revenue and capital budgets for City's Cash, Bridge House Estates and Guildhall Administration for the financial year 2014/15 (the budgets for City Fund having already been considered under part A above).

Read and agreed to.

POLICY AND RESOURCES COMMITTEE
(Mark John Boleat)

(A) London Councils Grants Scheme 2014/15 – Levy on the London Local Authorities Report of action taken under urgency procedures

13 February 2014

This report advises Members of two decisions; one taken by the Court as a matter of urgency and the other by the Policy and Resources Committee, pursuant to Standing Order No.19, relating to the London Councils Grants Scheme (“the Scheme”). The Scheme enables the City of London Corporation and the London Boroughs to share the cost of making grants to those voluntary organisations that operate in more than one of the Local Authorities’ areas.

The budget for the London Councils Grants Scheme, and the City Corporation’s contribution to the Scheme, is considered on an annual basis. Last year, in order to simplify the approvals process, the Court of Common Council delegated the approval of the City Corporation’s contribution and its total expenditure for the scheme, to the Policy and Resources Committee. On 23 January 2014, the Policy and Resources Committee approved the total amount of expenditure to be incurred in 2014/15 under the London Council Grant Scheme (£10m) and the City Corporation’s subscription for 2014/15 (£8,233).

A further decision was then required, as the Court of Common Council is the designated body responsible for issuing the levies to all the Constituent Local Authorities for their contributions to the Scheme. A decision could not be taken until the total expenditure for the Scheme had been agreed by at least 2/3rds of the Constituent Councils and not before 1 February 2014.

On 27th January 2014, London Councils advised us that the budget had been approved by over two thirds of the Constituent Councils. Following this confirmation, the City Corporation, as levying body, was required to issue the levies before the statutory deadline of 15 February 2014. As the Court of Common Council was not due to meet within this period, a decision was sought under urgency procedures.

We therefore report that on 13 February 2014, approval was given to the issue of levies as set out below:-

	ONS Mid-2012 Estimate of Population ('000)	%	2014/15 Base Borough Contribution (£)
Inner London			
Camden	224.96	2.71%	243,687
City of London	7.60	0.09%	8,233
Greenwich	260.07	3.13%	281,720
Hackney	252.12	3.03%	273,108
Hammersmith and Fulham	179.85	2.16%	194,822
Islington	211.05	2.54%	228,619
Kensington and Chelsea	155.93	1.88%	168,910
Lambeth	310.20	3.73%	336,023
Lewisham	281.56	3.39%	304,998
Southwark	293.53	3.53%	317,965
Tower Hamlets	263.00	3.17%	284,893
Wandsworth	308.31	3.71%	333,975
Westminster	223.86	2.69%	242,495
	2,972.04	35.77%	3,219,447
Outer London			
Barking and Dagenham	190.56	2.29%	206,423
Barnet	363.96	4.38%	394,258
Bexley	234.27	2.82%	253,772
Brent	314.66	3.79%	340,854
Bromley	314.04	3.78%	340,182
Croydon	368.89	4.44%	399,598
Ealing	340.67	4.10%	369,029
Enfield	317.28	3.82%	343,692
Haringey	258.91	3.12%	280,463
Harrow	242.38	2.92%	262,557
Havering	239.73	2.89%	259,686
Hillingdon	281.76	3.39%	305,215
Hounslow	259.05	3.12%	280,615
Kingston upon Thames	163.91	1.97%	177,555
Merton	202.22	2.43%	219,054
Newham	314.08	3.78%	340,226
Redbridge	284.62	3.43%	308,313
Richmond upon Thames	189.14	2.28%	204,885
Sutton	193.63	2.33%	209,749
Waltham Forest	262.57	3.16%	284,428
	5,336.33	64.23%	5,780,553
Totals	8,308.37	100.00%	9,000,000

Read and agreed to.

B) London Councils: London Local Government Pension Scheme (LGPS) Collective Investment Vehicle

Following detailed work which has been undertaken by London Councils on the potential for more collaboration between a number of London boroughs and the City of London Corporation on the management and investment of pension funds, we have considered and agreed a number of recommendations relating to the establishment of a London Local Government Pensions Scheme (LGPS) Collective Investment Vehicle. The recommendations are also supported by your Finance Committee.

London Councils appointed expert legal and financial services advisors to develop a robust business case and a formal proposal. London Councils Leaders' Committee has since considered the outcome of this and agreed to make recommendations to all London boroughs (and the City Corporation) to proceed with establishing an Authorised Contractual Scheme (ACS), and the ACS Operator, which is the company that would manage it. It should be noted that the proposals outlined are based on voluntary participation, and the decision as to whether to invest in the ACS would be made later in the year. It should be noted that nothing proposed in this matter locks the City Corporation into any level of commitment to invest at this point.

We submit a printed and circulated report thereon **recommending** that the Court supports the next steps in the establishment of a London LGPS Collective Vehicle. All London local authorities are being asked to respond by 14 April 2014 or before the day of the local government elections (22 May 2014).

Read and agreed to.

HOSPITALITY WORKING PARTY OF THE POLICY AND RESOURCES COMMITTEE

(George Marr Flemington Gillon, Chief Commoner)

15 January 2014, 12 February 2014

A) Applications for the Use of Guildhall

In accordance with the arrangements approved by the Court on 21 June 2001 for the approval of applications for the use of Guildhall, we now inform the Court of the following applications which have been agreed to:-

Name	Date	Function
<i>The Worshipful Company of Needle-makers</i>	<i>Thursday 13 February 2014</i>	<i>Banquet</i>
<i>Ensemble Productions (British-Russia Gala dinner)</i>	<i>Saturday 1 March 2014</i>	<i>Dinner</i>
<i>Evening Standard</i>	<i>Monday 3 March 2014</i>	<i>Debate</i>
Mosimann's London (dinner for the Global Arabian Horse Flat Racing Festival)	Friday 30 May 2014	Dinner
William Reed ('Grocer' magazine Gold Awards ceremony)	Tuesday 10 June 2014	Dinner

Pipers Projects Ltd (New London Architecture Awards)	Wednesday 9 July 2014	Lunch
Ford Sinclair Events (the Private Business Awards)	Wednesday 10 September 2014	Dinner
City of London School for Girls	Wednesday 8 October 2014	Prize Giving
Man Booker Prize	Tuesday 14 October 2014	Dinner
Baltic Air Charter Association	Wednesday 22 October 2014	Awards Lunch
Banks Sadler Ltd (BPP College of Professional Studies Graduation Ceremony)	Thursday 20 November 2014	Graduation
The Royal British Legion	Wednesday 10 December 2014	Concert
	Thursday 11 December 2014	Concert
Reed's School (Foundation to support around 65 disadvantaged pupils a year through bursaries)	Thursday 5 February 2015	Lecture
The Worshipful Company of Innholders	Tuesday 16 June 2015	Dinner
The Chartered Institute of Arbitrators (leading body for promoting the settlement of disputes)	Friday 3 July 2015	Conference
General Motors	Sunday 18 May 2014	Dinner
Biogen idec (biotechnology company)	Thursday 22 May 2014	Dinner
City Livery Club	Monday 9 June 2014	Dinner
Incisive Media (business information provider to financial and professional services)	Friday 20 June 2014	Lunch
Royal Life Saving Society UK (charity to safeguard lives in, on or near water)	Saturday 4 October 2014	Awards Ceremony
Financial Services Forum (membership organisation for senior executives of financial services companies)	Tuesday 18 November 2014	Dinner
Scope (charity that aims to improve the lives of disabled people and their families)	Tuesday 25 November 2014	Dinner
Brewing, Food & Beverage Industry Suppliers' Association	Wednesday 29 April 2015	Awards Ceremony & Lunch

Received.

12 February 2014

B) City of London Festival

It is proposed that the City hosts a pre-concert reception on the occasion of the performance of a 'Commonwealth Concert' at Guildhall on Monday, 14th July as part of the 2014 City of London Festival.

The City of London Festival was founded in 1962 as an independent trust with the

aim of revitalising the cultural life of the City and is supported equally by the business community, the City of London Corporation and the general public. The first Festival programme ran over 8 days with both indoor and outdoor activities. Since then each year the City of London Festival has run an artistic programme incorporating a range of musical and visual arts performances and using the City's unique buildings and outdoor spaces.

The Commonwealth Concert performance is a key strand of this year's Festival's activity and will form part of the contribution to the 2014 Commonwealth Games' cultural programme - a nationwide calendar of cultural events to help "ensure the Games touch every part of the nation, as part of a year-long countdown." Guests at the reception will include City representatives together with Commonwealth political and diplomatic contacts.

We **recommend** that hospitality be granted and that arrangements are made under the auspices of the Culture, Heritage and Libraries Committee; the cost to be met from City's Cash, within the approved cost parameters.

(This will be a Committee event.)

Read and agreed to.

C) Global Pound Conference

It is proposed that the City hosts a reception on 29th October 2014 at the conclusion of a one day Introductory Conference which will be the launch for the Global Pound Conference in 2015. This is planned to take place in some 15 cities around the world on the same day in 2015 linked by live webinar. The aim will be to identify and promote changes in methodology in relation to the resolution of cross-border disputes.

The first Pound Conference took place in 1976 named in honour of Professor Roscoe Pound, an American law professor and champion of legal reform. The conference is regarded as providing the impetus for major changes in the American justice system, and in particular the start of modern Alternative Dispute Resolution (ADR). The International Mediation Institute (based in The Hague) and the International Dispute Resolution Group (based in London) are co-hosting a second Pound Conference on ADR in 2015.

The event should provide a high-level networking opportunity for conference delegates and City business representatives specialising in international dispute resolution, mediation and arbitration. The guest list will also include parliamentarians and Members with relevant business interests.

We **recommend** that hospitality be granted and that arrangements are made under the auspices of the Policy and Resources Committee; the cost to be met from City's Cash, within the approved cost parameters.

(This will be a Committee event.)

Read and agreed to.

12 February 2014

D) Heritage Gallery Opening

It is proposed that the City hosts an early evening reception to launch the opening of the Guildhall Art Gallery's Heritage Gallery on Thursday, 11th September 2014.

The Gallery will provide a new and fitting space to display some of the most significant and internationally important items from the City's documentary collections. These include the 1215 charter from King John granting the City the right to elect its own Mayor, the City's own copy of Magna Carta dating from 1297 and the 1613 Shakespeare Deed.

As this initiative coincides with the 800th anniversary in 2015 of the sealing of Magna Carta, the guest list will include representatives from the Magna Carta 800th Committee, other London Councils and the arts and cultural sector.

We **recommend** that hospitality be granted and that arrangements are made under the auspices of the Policy and Resources Committee and the Culture, Heritage and Libraries Committee; the cost to be met from City's Cash, within the approved cost parameters.

(This will be a Committee event)

Read and agreed to.

ESTABLISHMENT COMMITTEE
(John Alfred Barker, OBE Deputy)

30 January 2014

Pay Policy Statement 2014/15

The Localism Act 2011 requires the City of London Corporation to prepare and publish a Pay Policy Statement each year setting out its approach to pay for the most senior and junior members of staff. This must be agreed by the full Court of Common Council.

The Court approved the Corporation's first Pay Policy Statement in January 2012 and the current version was approved this time last year. This was published by 31st March 2013. A draft Pay Policy Statement for 2014/15, which has been separately circulated, has been approved by both the Establishment and the Policy and Resources Committees and, with your agreement, will be published by 31st March 2014.

We submit a printed and circulated report thereon **recommending** that the Court agree the separately circulated draft Pay Policy Statement for 2014/15 to ensure that the City Corporation meets its requirements under the Localism Act 2011

Read and agreed to.

**PORT HEALTH AND ENVIRONMENTAL SERVICES COMMITTEE
(John Tomlinson BA, MSc, Deputy)**

20 January 2014

Animal Reception Centre – Heathrow Airport: Annual Review of Charges

It is necessary to submit periodic recommendations to the Court for an increase to be applied to the Schedule of Charges in respect of services provided at the Heathrow Animal Reception Centre (HARC), for the forthcoming financial year 2014/2015.

The Byelaws, incorporating a new schedule of charges for the services provided, can be found in Appendix A to a separately printed and circulated report and we **recommend** approval thereof; the Comptroller and City Solicitor being instructed to seal the Byelaws accordingly.

Read and agreed to.

**COMMUNITY AND CHILDREN'S SERVICES COMMITTEE
(The Reverend Dr Martin Dudley)**

14 June 2013

The proposed federation of City of London Academy (Southwark) and Redriff Primary Academy to form a Multi-Academy Trust

It is proposed that the Court approves the formation of a Multi-Academy Trust between the City of London Academy Southwark and Redriff Primary Academy. The schools are close to signing the final agreements and will submit them to the Secretary of State for Education. It requires the approval of the Court of Common Council to enter in to the arrangement and agree to extend the City of London's academy sponsorship to Redriff Primary Academy.

The potential educational benefits identified from such an arrangement include improving transition from primary to secondary education, raising standards in teaching and learning, and providing continuity of provision for vulnerable pupils and their families. The proposal to establish a Multi-Academy Trust is in line with government policy on education which promotes collaboration between schools as a means of securing improvements in educational standards. The proposal supports the City Corporation's corporate objectives of enhancing services and outcomes for children and young people in the City and City fringes.

The Community and Children's Services Committee has been monitoring the progress of discussions between the Academies and the Department for Education. To strengthen the case for federation a business case, risk register and arrangements for governance have been developed. The necessary consultations have taken place, including with the London Borough of Southwark who agree with the proposals. As the Committee responsible for the City Academy schools, the Community and Children's Services Committee agreed to the development of the proposal in June 2013 and, following receipt of further information on the business case, due diligence checks, the governance arrangements and the financial implications, approved the agreement in principle.

We submit a printed and circulated report thereon **recommending** that the Court

agree that the federation of the City of London Academy Southwark Ltd and Redriff Primary Academy is approved and that the City of London extends its academy school sponsorship to Redriff Primary Academy.

Read and agreed to.

**STANDARDS COMMITTEE
(Charles Edward Lord OBE, JP)**

31 January 2014

Composition of the Standards Committee

Your Committee seeks approval to revise the composition of the Standards Committee with a small increase in the number of Common Councilmen appointments. The revised membership would result in an increase from five to seven Common Councilmen appointed to serve on the Committee and would ensure that quorate sub-committees of the Standards Committee, for the purposes of considering complaints and requests for dispensations, could be formed whilst avoiding potential conflicts of interest amongst Members.

The current composition of the Committee, which includes 5 Common Councilmen, 1 Alderman, 4 Co-opted Members [and 3 Independent Persons]) has led to some difficulties in recent months in respect of convening sub-committees where Members' conflicts of interest and date availability have inhibited the timely convening of quorate meetings.

We therefore **recommend** that the Standards Committee's composition be revised to include 7 Common Councilmen, 1 Alderman, 4 Co-opted Members [and 3 Independent Persons].

Read and agreed to.

Gillon, G.M.F.
Chadwick,
R.A.H.

Resolved – that the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12 A of the Local Government Act, 1972.

Summary of exempt items considered whilst the public were excluded

The Court:-

- A) approved the recommendations of the Board of Governors of the Guildhall School of Music and Drama on its Capital/Supplementary Revenue Programme; and
- B) agreed the action taken under urgency procedures approving recommendations of the Barbican Centre Board on the lease of Exhibition Hall 1 at the Barbican Centre.

The meeting commenced at 1pm and ended at 1.55 pm

BARRADELL.

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List of Applications for the Freedom

To be presented on Thursday, 1st May, 2014

To the Right Honourable The Lord Mayor, Aldermen and Commons of
the City of London in Common Council assembled.

Set out below is the Chamberlain's list of applicants for the Freedom of the City together with the names, etc. of those nominating them.

Andrew Michael McCracken	a Public Affairs Manager	In The City of London
<i>Henry Llewellyn Michael Jones, Deputy</i>	<i>Citizen and Common Councilman</i>	
<i>John William Fletcher, CC</i>	<i>Citizen and Common Councilman</i>	
Gregory David Levine	a Commercial Director	Barnet
<i>Sir Paul Judge, Kt., Ald, Sheriff</i>	<i>Citizen and Marketor</i>	
<i>Gordon Warwick Haines, Ald.</i>	<i>Citizen and Needlemaker</i>	
Susan Jean McCulloch	a Leisure Club Supervisor	Callington, Cornwall
<i>Christopher Michael Hayward, CC</i>	<i>Citizen and Pattenmaker</i>	
<i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre Drawer</i>	
David Richard Ellis, OBE	a Senior Civil Servant, retired	Loudwater, Rickmansworth, Hertfordshire
<i>Michael Peter Cawston</i>	<i>Citizen and Tyler and Bricklayer</i>	
<i>Ivor Colin Shrago</i>	<i>Citizen and Plaisterer</i>	
Andrew Mark Ellis	a Purchasing Manager	Milton Keynes, Buckinghamshire
<i>Michael Peter Cawston</i>	<i>Citizen and Tyler and Bricklayer</i>	
<i>Timothy James Callow</i>	<i>Citizen and Security Professional</i>	
Christopher Hans Charles Blows	a Property Manager, retired	Ventnor, Isle of Wight
<i>Michael Peter Cawston</i>	<i>Citizen and Tyler and Bricklayer</i>	
<i>Timothy James Callow</i>	<i>Citizen and Security Professional</i>	
Ernest Thomas Willmott	a Production Manager	Downend, Bristol
<i>Michael Peter Cawston</i>	<i>Citizen and Tyler and Bricklayer</i>	
<i>Timothy James Callow</i>	<i>Citizen and Security Professional</i>	
John Alexander Worth	an Accountant	Harpenden, Hertfordshire
<i>Owen Gerald Bunn, CBE</i>	<i>Citizen and Coach Maker and Coach Harness Maker</i>	
<i>Michael Gordon Kimber</i>	<i>Citizen and Coach Maker and Coach Harness Maker</i>	
Timothy James Cameron Fraser	a Music Publishing Company Director	Barnes, Richmond Upon Thames
<i>Christopher Michael Hayward, CC</i>	<i>Citizen and Pattenmaker</i>	
<i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre Drawer</i>	

John Edward Chilton	an Office Interiors Company Director, retired <i>Citizen and Painter Stainer</i> <i>Citizen and Pattenmaker</i>	Shirley, Croydon
<i>Michael Hudson, CC</i> <i>Christopher Michael</i> <i>Hayward, CC</i>		
Ian Stanley Currans	a Taxi Crash Repair Company Director <i>Citizen and Painter Stainer</i> <i>Citizen and Pattenmaker</i>	Chislehurst, Bromley
<i>Michael Hudson, CC</i> <i>Christopher Michael</i> <i>Hayward, CC</i>		
Peter Edward Hill	a Civil Servant <i>Citizen and Gold and Silver Wyre</i> Drawer <i>Citizen and Pattenmaker</i>	Honiton, Devon
<i>Alexander Bain Stewart, CC</i> <i>Christopher Michael</i> <i>Hayward, CC</i>		
Anabell Louise Hassan	a Police Community Support Officer <i>Citizen and Pattenmaker</i>	Chingford, Waltham Forest
<i>Christopher Michael</i> <i>Hayward, CC</i> <i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre</i> Drawer	
Mehmet Hassan	an Interim Operations Manager <i>Citizen and Gold and Silver Wyre</i> Drawer <i>Citizen and Pattenmaker</i>	Chingford, Waltham Forest
<i>Alexander Bain Stewart, CC</i> <i>Christopher Michael</i> <i>Hayward, CC</i>		
Neil Brian Baxter	an Architectural Ironmongers Company Director <i>Citizen and Pattenmaker</i>	Waltham Forest
<i>Christopher Michael</i> <i>Hayward, CC</i> <i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre</i> Drawer	
Alastair Richardson	a Database Administrator, retired <i>Citizen and Pattenmaker</i>	Redhill, Surrey
<i>Christopher Michael</i> <i>Hayward, CC</i> <i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre</i> Drawer	
Luke Thomas Chilton Hall	an Insurance Broker <i>Citizen and Painter Stainer</i> <i>Citizen and Pattenmaker</i>	Shortlands, Bromley
<i>Michael Hudson, CC</i> <i>Christopher Michael</i> <i>Hayward, CC</i>		
Malcolm Charles Hall	a Marketing Manager <i>Citizen and Painter Stainer</i> <i>Citizen and Pattenmaker</i>	Orpington, Bromley
<i>Michael Hudson, CC</i> <i>Christopher Michael</i> <i>Hayward, CC</i>		
Charles Ronald Marriott	a Film and Television Director <i>Citizen and Painter Stainer</i> <i>Citizen and Pattenmaker</i>	Croydon
<i>Michael Hudson, CC</i> <i>Christopher Michael</i> <i>Hayward, CC</i>		
Sharon Heather Thornton	a Student Welfare Officer <i>Citizen and Fletcher</i> <i>Citizen and Mason</i>	Winchester, Hampshire
<i>Neville John Watson</i> <i>Peter Francis Clark</i>		
Peter Rendal Wallace	a Legal and Estate Planning Practitioner <i>Citizen and Leatherseller</i>	Fairlight, Sussex
<i>Richard George Clerk</i> <i>Thomton, TD</i> <i>Donald Henry McGarr</i>	<i>Citizen and Basketmaker</i>	
Lord Mervin Edward John Gould	a Complementary Practitioner, retired <i>Citizen and Leatherseller</i>	Bexhill-on-Sea, Sussex
<i>Richard George Clerk</i> <i>Thomton, TD</i> <i>Donald Henry McGarr</i>	<i>Citizen and Basketmaker</i>	

Douglas Wood	a Steel Fabrication Company Director, retired <i>Citizen and Loriner</i>	Goole, East Yorkshire
<i>Roger Trevor Parker</i> <i>John Roger Paternoster</i>	<i>Citizen and Apothecary</i>	
Basia Kapp	an Educator	Notting Hill Gate, Kensington and Chelsea
<i>Neville John Watson</i> <i>Peter Francis Clark</i>	<i>Citizen and Fletcher</i> <i>Citizen and Mason</i>	
James Atherton	a Builder	Camden
<i>Christopher Michael</i> <i>Hayward, CC</i> <i>Alexander Bain Stewart, CC</i>	<i>Citizen and Pattenmaker</i> <i>Citizen and Gold and Silver Wyre</i> <i>Drawer</i>	
Martin Peter Riley	a Musician	Bath
<i>Christopher Michael</i> <i>Hayward, CC</i> <i>Alexander Bain Stewart, CC</i>	<i>Citizen and Pattenmaker</i> <i>Citizen and Gold and Silver Wyre</i> <i>Drawer</i>	
Steven Dwulit	a Restorer and French Polisher	Highgate, Haringey
<i>Christopher Michael</i> <i>Hayward, CC</i> <i>Alexander Bain Stewart, CC</i>	<i>Citizen and Pattenmaker</i> <i>Citizen and Gold and Silver Wyre</i> <i>Drawer</i>	
Charles David Oliver	a Student	Chelmsford, Essex
<i>Donald Howard Coombe,</i> <i>MBE</i> <i>David Peter Coombe</i>	<i>Citizen and Poulter</i> <i>Citizen and Poulter</i>	
Victor George Griffiths	a Design Engineer	Ashford, Surrey
<i>Richard Leslie Springford</i> <i>Richard Stuart Goddard</i>	<i>Citizen and Carman</i> <i>Citizen and Shipwright</i>	
Charles Goodson- Wickes, DL	a Physician	Westminster
<i>Sir David Brewer, Kt, CMG</i> <i>Viscount David Bernard</i> <i>Montgomery of Alamein,</i> <i>CMG, CBE</i>	<i>Citizen and Merchant Taylor</i> <i>Citizen and Mercer</i>	
Shevaun Haviland	a Charitable Foundation Director	Chiswick, Hounslow
<i>Anne Elizabeth Holden</i> <i>John Alexander Smail</i>	<i>Citizen and Basketmaker</i> <i>Citizen and Distiller</i>	
Michael John Probert Jones	a Bank Director	Warmington, Warwickshire
<i>Thomas Sleigh, CC</i> <i>Timothy Russell Hailes, Ald,</i> <i>JP.</i>	<i>Citizen and Common Councilman</i> <i>Citizen and International Banker</i>	
Linda Ann Demming	a Financial Adviser	Westminster
<i>Brian Andrew Kay, OBE, TD,</i> <i>DL</i> <i>Martin William Lindsay Dodd,</i> <i>TD</i>	<i>Citizen and Furniture Maker</i> <i>Citizen and Vintner</i>	
Robert Oliver Demming	a Financial Adviser	Westminster
<i>Brian Andrew Kay, OBE, TD,</i> <i>DL</i> <i>Martin William Lindsay Dodd,</i> <i>TD</i>	<i>Citizen and Furniture Maker</i> <i>Citizen and Vintner</i>	
Michal Jan Buras	an Information Technology Company Director	Luton, Bedfordshire
<i>David Cynrig Roberts-Jones</i> <i>David Urwin Thompson</i>	<i>Citizen and Basketmaker</i> <i>Citizen and Maker of Playing Cards</i>	
Iben Muriel	an Executive Assistant To A Livery Company Clerk	Twickenham, Richmond Upon Thames
<i>The Hon Richard Jeremy Ian</i> <i>Mais</i> <i>Christopher John Robinson</i>	<i>Citizen and Cutler</i> <i>Citizen and Cutler</i>	
Frederick Paul Lewis	a Property Development Company Director	Bourn, Cambridgeshire
<i>Jurgita Zilinskiene</i> <i>Mark Hill Abraham</i>	<i>Citizen and Fruiterer</i> <i>Citizen and Blacksmith</i>	

Gary Egerton <i>Michael Peter Cawston</i> <i>Timothy James Callow</i>	a Police Officer, retired <i>Citizen and Tyler and Bricklayer</i>	Brightlingsea, Essex
Doreen Susan Egerton <i>Michael Peter Cawston</i> <i>Timothy James Callow</i>	a Personalised Tour Company Director <i>Citizen and Tyler and Bricklayer</i> <i>Citizen and Security Professional</i>	Brightlingsea, Essex
Ernest Michael Cable <i>John Frederic Sheldrake</i> <i>Edward Arthur Jackson</i>	an International Communications Manager, retired <i>Citizen and Master Mariner</i> <i>Citizen and Wheelwright</i>	Gosfield, Halstead, Essex
Hilary Jane Daniels <i>Nicholas John Anstee, Ald.</i> <i>Nigel Kenneth Challis, CC</i>	an Accountant <i>Citizen and Butcher</i> <i>Citizen and Common Councilman</i>	Nassington, Peterborough
Geoffrey John Bennett <i>Keith Lawrey</i>	a University Teacher <i>Citizen and Chartered Secretary and Administrator</i>	Northchurch, Berkhamsted, Hertfordshire
Marcus Noel Hal Denton <i>Robert Vaughan Upex</i>	a Business Advisory Services Managing Director <i>Citizen and Bowyer</i>	Beckenham, Bromley
Philip John Sayer <i>Roger Arthur Holden</i> <i>Chadwick, CC</i> <i>Jeremy Paul Mayhew, CC</i>	a Healthcare Provider Vice Chairman <i>Citizen and Loriner</i> <i>Citizen and Homer</i> <i>Citizen and Farrier</i>	Maidstone, Kent
Calogera Nucera <i>John Edmund Maccabe</i> <i>Catherina Anastasia Leonis Maccabe</i> <i>Christopher Michael</i> <i>Hayward, CC</i> <i>Michael John Swanborough</i>	an Art and Antiques Dealer <i>Citizen and Pattenmaker</i> <i>Citizen and Pattenmaker</i>	Shortlands, Bromley
Leslie Stephen Walker <i>Henry Llewellyn Michael</i> <i>Jones, Deputy</i> <i>John William Fletcher, CC</i>	a Senior Street Environment Officer <i>Citizen and Common Councilman</i> <i>Citizen and Common Councilman</i>	Hornchurch, Havering
Jeremy Steven Newman <i>Andrew Charles Parmley, Ald.</i> <i>Jonathan Patterson Shiels</i>	a Chartered Accountant <i>Citizen and Musician</i> <i>Citizen and Joiner</i>	Barnet
Simon Phillip Bannister <i>Alan William Cornwell</i> <i>Andrew Whitton</i>	a Masonic Tyler <i>Citizen and Baker</i> <i>Citizen and Needlemaker</i>	Sutton
Pamela Janet Parker <i>Brian John Rawles</i> <i>Anthony William Parker</i>	a Hairdresser, retired <i>Citizen and Glass Seller</i> <i>Citizen and Glass Seller</i>	Blackheath, Greenwich
Amit Valla <i>Donald Howard Coombe, MBE</i> <i>David Peter Coombe</i>	a Member of Lloyds <i>Citizen and Poulter</i> <i>Citizen and Poulter</i>	Islington
Eric Coulter Thelwell <i>John Adrian Watney</i> <i>Victor Richard Law</i>	an Investment Holding Company Director <i>Citizen and Mercer</i> <i>Citizen and Broderer</i>	Salisbury, Wiltshire
Gregory Dunham <i>Anthony William Parker</i> <i>Mark Douglas Estaugh</i>	a Police Officer, retired <i>Citizen and Glass Seller</i> <i>Citizen and Wheelwright</i>	Sidcup, Bexley
Kenneth Christopher Skilton <i>Harold Ebenezer Piggott</i> <i>Paul Stephen Hollebhone</i>	a Railway Company Driver Manager <i>Citizen and Basketmaker</i> <i>Citizen and Chartered Accountant</i>	Littlehampton, West Sussex

Michael John Murphy	a Purchasing and Supply Manager, retired <i>Citizen and Baker</i>	Hornchurch, Havering
<i>Marianne Bernadette Fredericks, CC</i>		
<i>James Henry George Pollard, Deputy</i>	<i>Citizen and Skinner</i>	
Howard Ian Sabin	a Consultant Surgeon <i>Citizen and Clothworker</i>	Islington
<i>Robert James Ingham Clark, CC</i>		
<i>Richard David Regan, Deputy</i>	<i>Citizen and Insurer</i>	
Benjamin Jordan	a Design and Construction Company Director <i>Citizen and Loriner</i>	New Cross, Lewisham
Paisley Gillam	<i>Citizen and Loriner</i>	
<i>Anthony Sharp</i>		
<i>Frederick Joseph Trowman</i>		
Giovanni Lombardo	a Solicitor <i>Citizen and World Trader</i>	Thames Ditton, Surrey
<i>Michael Raymond Mainelli, Ald</i>		
<i>Mark Geoffrey Yeandle</i>	<i>Citizen and Weaver</i>	
Robert Leslie Johnson	a Human Resources and Training Consultant <i>Citizen and Wheelwright</i>	Marlow, Buckinghamshire
<i>Edward Arthur Jackson</i>	<i>Citizen and Wheelwright</i>	
<i>David William Viner</i>		
Eamon Byrne	a Street Cleansing and Refuse Area Manager <i>Citizen and Common Councilman</i>	Newham
<i>Henry Llewellyn Michael Jones, Deputy</i>		
<i>John William Fletcher, CC</i>	<i>Citizen and Common Councilman</i>	
Timothy Benjamin Screech	a University Professor <i>Citizen and Fletcher</i>	Southwark
<i>Neville John Watson</i>	<i>Citizen and Mason</i>	
<i>Peter Francis Clark</i>		
Laura Suzanne Marshall	a Legal Advisor <i>Citizen and Musician</i>	Flitwick, Bedfordshire
<i>Jeffrey Peter Mallam Kelly</i>	<i>Citizen and Fletcher</i>	
<i>Sir David Wootton, Kt., Ald.</i>		
Helen Louise Grainger	a Marketing and Events Training Manager <i>Citizen and Musician</i>	Barnes, Richmond Upon Thames
<i>Andrew Charles Pamley, Ald.</i>		
<i>William Barrie Fraser, OBE, Deputy</i>	<i>Citizen and Gardener</i>	
Sadie Frances Van- Boolen	a Book Keeper, retired <i>Citizen and International Banker</i>	Woodford Green, Redbridge
<i>Patrick Joseph Quinn</i>	<i>Citizen and Fan Maker</i>	
<i>John Donald Lunn</i>		
George Robert Clarke	a Solicitor <i>Citizen and Stationer and Newspaper Maker</i>	Wandsworth
<i>Sir Clive Martin, OBE, TD, DL,</i>	<i>Citizen and Furniture Maker</i>	
<i>Brian Andrew Kay, OBE, TD, DL</i>		
Martin David Paisner, CBE	a Solicitor <i>Citizen and Solicitor</i>	Hampstead, Camden
<i>David Andrew Graves, Ald.</i>	<i>Citizen and Musician</i>	
<i>Barry Ife, CBE</i>		
Anthony Martin Bailey	an Estate Manager <i>Citizen and Launderer</i>	Cranbrook, Kent
<i>Gareth Justin Draper</i>	<i>Citizen and Launderer</i>	
<i>Brian Antrobus</i>		
Hussain Sadiq	a Student <i>Citizen and Distiller</i>	Brent
<i>John Alexander Smail</i>	<i>Citizen and Turner</i>	
<i>Barbara Patricia Newman, CBE, CC</i>		
Janet Elaine Bridget Horton	a Business Services Company Director <i>Citizen and Woolman</i>	Shirenewton, Chepstow, Monmouthshire
<i>Richard Michael Excell</i>	<i>Citizen and Woolman</i>	
<i>Elizabeth Joan Peacock</i>		

Dennis Graham Capeling Gerald Albert George Pulman, JP, Deputy Glynn Humphreys	a Production Manager, retired <i>Citizen and Basketmaker</i>	Ditton, Aylesford, Kent
Nigel John Solsby Gerald Albert George Pulman, JP, Deputy Glynn Humphreys	<i>Citizen and Carmen</i> an Accommodation Services Company Director <i>Citizen and Basketmaker</i>	Hempstead Valley, Gillingham, Kent
Nicola Louise Hamilton John Alfred Bennett, Deputy Stuart John Fraser, CC	<i>Citizen and Carmen</i> a Medical Practitioner <i>Citizen and International Banker</i> <i>Citizen and Fletcher</i>	Ashtead, Surrey
Mark Andrew Hamilton John Alfred Bennett, Deputy Stuart John Fraser, CC	a Hospital Consultant <i>Citizen and International Banker</i> <i>Citizen and Fletcher</i>	Ashtead, Surrey
Arthur Kevin Christford Hilton Hyland Robert Alan Broomhead, TD Melvyn Newell	a Landscape Gardener <i>Citizen and Management Consultant</i> <i>Citizen and Tyler and Bricklayer</i>	Swanscombe, Kent
Allen Harold Masters Robert Alan Broomhead, TD Christine Anne Patricia Broomhead	a Ceramic Tyler, retired <i>Citizen and Management Consultant</i> <i>Citizen and Basketmaker</i>	Gillingham, Kent
Anna-Margaret Sarah Paterson Cherry Patricia Kirkwood Martin Arthur Thomas Jones	a Care Manager <i>Citizen and Carman</i> <i>Citizen and Carman</i>	Waterlooville, Hampshire
Andrew Maclaren Martin, RD Diana Margaret Mason, OBE, RD, DL John Alistair Clemence	a Lloyd's Broker <i>Citizen and Shipwright</i> <i>Citizen and Skinner</i>	Hildenborough, Kent
Robert Ian Neilson Gordon Christopher Michael Hayward, CC Mark John Boleat, CC	a Solicitor, retired <i>Citizen and Pattenmaker</i> <i>Citizen and Insurer</i>	Waltham Cross, Hertfordshire
Denise Ann Lamden Brian Sidney Lamden George Marr Flemington Gillon, CC	a Secretary, retired <i>Citizen and Chartered Surveyor</i> <i>Citizen and Chartered Surveyor</i>	Caversham Heights, Reading, Berkshire
Donald James Rogers Gerald Albert George Pulman, JP, Deputy Roger Arthur Holden Chadwick, CC	an Oil and Gas Planning Company Director <i>Citizen and Basketmaker</i> <i>Citizen and Bowyer</i>	Stanford Le Hope, Essex
Miroslava Konstantinova Chtereva Alexander Bain Stewart, CC Michael Hudson, CC	a Coffee Roasting Company Director <i>Citizen and Gold and Silver Wyre Drawer</i> <i>Citizen and Painter Stainer</i>	North Finchley, Barnet
John Patrick Griffin Sir Paul Judge, Kt., Ald, Sheriff Robert Adrian Joseph Waddingham, Sheriff, CBE	a Taxi Company Chairman <i>Citizen and Marketor</i> <i>Citizen and Actuary</i>	Regents Park, Westminster
Michael Joseph Mello Jack Love Alan William Cornwell	a Systems Administrator <i>Citizen and Firefighter</i> <i>Citizen and Baker</i>	Guildford, Surrey

Brian Harvey Howlett	a Local Government Officer, retired <i>Citizen and Firefighter</i>	Milton, Portsmouth, Hampshire
<i>Jack Love</i>		
<i>Alan William Cornwell</i>	<i>Citizen and Baker</i>	
David George Hadden	a Chartered Surveyor	Plumpton Green, Sussex
<i>Michael Steele Keith Grant</i>	<i>Citizen and Information Technologist</i>	
<i>Peter Stuart Coldbreath</i>	<i>Citizen and Currier</i>	
Wendy Josephine Clay	an International Figure Skating Judge, retired	Havant, Hampshire
<i>Harry Sidney Evans</i>	<i>Citizen and Joiner</i>	
<i>Sandra Valerie Evans</i>	<i>Citizen and Gardener</i>	
Susan Jill Morgan	a Married Woman	Barnes, Richmond Upon Thames
<i>John Alfred Bennett, Deputy</i>	<i>Citizen and International Banker</i>	
<i>Wendy Mead, CC</i>	<i>Citizen and Glover</i>	
Richard Gordon- Freeman	a Writer	Twickenham, Richmond Upon Thames
<i>Archibald Duncan Galloway, OBE</i>	<i>Citizen and Grocer</i>	
<i>Elaine Galloway</i>	<i>Citizen and Fletcher</i>	
David Roy Taylor	a Commercial Director	Uxbridge, Hillingdon
<i>Michael Robin Castle</i>	<i>Citizen and Skinner</i>	
<i>Sherlock</i>		
<i>Timothy Neal</i>	<i>Citizen and Wheelwright</i>	
Neal Alan Wilkinson	a Chief Financial Officer	Watford, Hertfordshire
<i>Andrew Charles Parmley, Ald.</i>	<i>Citizen and Musician</i>	
<i>Jonathan Patterson Shiels</i>	<i>Citizen and Joiner</i>	
Kevin Martin Neale	a Head of Operations	Rainham, Kent
<i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre Drawer</i>	
<i>Marianne Bernadette Fredericks, CC</i>	<i>Citizen and Baker</i>	
Paul Simon Neale	a Bank Manager	Eynsford, Kent
<i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre Drawer</i>	
<i>Marianne Bernadette Fredericks, CC</i>	<i>Citizen and Baker</i>	
Giles Richard Cooper	an Entertainment Producer	Iden Green, Beneden, Kent
<i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre Drawer</i>	
<i>Marianne Bernadette Fredericks, CC</i>	<i>Citizen and Baker</i>	
Simon Alan Smith	a Financial Services Director	Bromley
<i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre Drawer</i>	
<i>Marianne Bernadette Fredericks, CC</i>	<i>Citizen and Baker</i>	
Anthony John Newland	a Marketing Manager	Poplar, Tower Hamlets
<i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre Drawer</i>	
<i>Marianne Bernadette Fredericks, CC</i>	<i>Citizen and Baker</i>	
Joseph Edward Burnett	a Hospitality Manager	Tottenham, Haringey
<i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre Drawer</i>	
<i>Marianne Bernadette Fredericks, CC</i>	<i>Citizen and Baker</i>	
Hugh Paul Nolan	a European Service Manager	Ingatestone, Essex
<i>Alexander Bain Stewart, CC</i>	<i>Citizen and Gold and Silver Wyre Drawer</i>	
<i>Stanley Ginsburg, Deputy</i>	<i>Citizen and Glover</i>	
Roger Millward	a Smithfield Meat Market Clerk, retired	South Croydon, Croydon
<i>Alan Leslie Warman</i>	<i>Citizen and Clockmaker</i>	
<i>Brian Cyril Lawrence</i>	<i>Citizen and Environmental Cleaner</i>	

Christopher Palmer <i>Alison Jane Gowman, Ald. Ann Elizabeth Esslemont</i>	a Regular Army Officer <i>Citizen and Glover Citizen and Glover</i>	Camden
Roy May <i>Richard Leslie Springford Richard Stuart Goddard</i>	a Sailing and Navigation School Director <i>Citizen and Carman Citizen and Shipwright</i>	Medmenham, Buckinghamshire
Rory James Maclaren- Jackson <i>Roger Antony Prentis Judith Lindsay Pleasance, CC</i>	a Business and Personal Development Specialist <i>Citizen and Arbitrator Citizen and Common Councilman</i>	Sutton
Michael Robin Wilkinson <i>Newton Keene Grant, OBE John Edward Haynes</i>	a Finance Director <i>Citizen and Horner Citizen and Loriner</i>	Chelsea, Kensington and Chelsea
Jeanne Vivien Harrison <i>Michael Robert Harrison David John Hammond</i>	a Psychotherapist, retired <i>Citizen and Marketor Citizen and Goldsmith</i>	Amersham, Buckinghamshire
Robert John Vezey Raffety <i>Michael Steele Keith Grant Richard George Clerk Thomton, TD</i>	a Chartered Surveyor <i>Citizen and Information Technologist Citizen and Leatherseller</i>	Wandsworth
Louisa Margaret Legg <i>Anthony John Keith Woodhead John Leslie Barber</i>	a Marketing Manager <i>Citizen and Tax Adviser Citizen and Blacksmith</i>	Reigate, Surrey
Stephen Cardell <i>Andrew Charles Parmley, Ald. Jonathan Patterson Shiels</i>	an Information Services Business President <i>Citizen and Musician Citizen and Joiner</i>	Watford, Hertfordshire
Alexander John Dougal Chatterton <i>John Alfred Bennett, Deputy Stuart John Fraser, CC</i>	a Trainee Chartered Accountant <i>Citizen and International Banker Citizen and Fletcher</i>	Epsom, Surrey
Sean Patrick McClafferty <i>Sir David Roche, Bt Frances Kelly</i>	an Antiques Dealer <i>Citizen and Saddler Citizen and Saddler</i>	Newtown Cunningham, County Donegal, Ireland
Shuzo Sumi <i>Bronislaw Edmund Masojada Stephen John Riley</i>	a Chairman of the Board <i>Citizen and Insurer Citizen and Insurer</i>	Tokyo, Japan
Kenneth John Ludlam <i>Jeremy Paul Mayhew, CC Nicholas John Anstee, Ald.</i>	a Chartered Accountant <i>Citizen and Loriner Citizen and Butcher</i>	Bromley
Barbara Carol Thomas <i>Alexander Bain Stewart, CC Marianne Bernadette Fredericks, CC</i>	a Special Needs Teacher, retired <i>Citizen and Gold and Silver Wyre Drawer Citizen and Baker</i>	Gravesend, Kent
Janice Maureen Frances Wear <i>Alexander Bain Stewart, CC Marianne Bernadette Fredericks, CC</i>	a Gardener <i>Citizen and Gold and Silver Wyre Drawer Citizen and Baker</i>	Ashford, Kent
James Frederick Jeram <i>The Rt. Hon The Lord Mayor Sir Roger Gifford, Kt, Ald.</i>	an Electrical Engineer, retired <i>Citizen and Musician</i>	Bexleyheath, Bexley
Oliver James Edward Williamson <i>Douglas Gordon Fleming Barrow, Deputy Brian Lawrence Williamson</i>	a Financial Services Head of Sales <i>Citizen and Shipwright Citizen and Master Mariner</i>	Beckenham, Bromley

David James Mace <i>Adarsh Kumar Sharma</i> <i>Edward Kenneth Webb</i>	a Chartered Accountant <i>Citizen and Chartered Accountant</i> <i>Citizen and Poulter</i>	Langdon Hills, Essex
Steven Robert Wells <i>Ian Patterson Wilson</i> <i>Robert Bryan Dowling</i>	a Financial Services Company Chief Executive <i>Citizen and Arbitrator</i> <i>Citizen and Loriner</i>	Hollywood, County Down
Joyce Elizabeth Wells <i>Ian Patterson Wilson</i> <i>Robert Bryan Dowling</i>	a Sales Team Leader <i>Citizen and Arbitrator</i> <i>Citizen and Loriner</i>	Hollywood, County Down
Graham Alexander Ashton <i>Joyce Nash, OBE, Deputy</i> <i>Mark Raymond Peter</i> <i>Wheatley</i>	a Local Government Officer <i>Citizen and Feltmaker</i> <i>Citizen and Draper</i>	Mill Hill, Barnet
Anthony Brett Bainbridge <i>James William Lane</i> <i>David Burns</i>	an Electronics Engineer, retired <i>Citizen and Tyler and Bricklayer</i> <i>Citizen and Lightmonger</i>	Orpington, Bromley
Louis Jacobs <i>Alan Leslie Warman</i> <i>Sir David Howard, Bt., Ald.</i>	a London Taxi Driver, retired <i>Citizen and Clockmaker</i> <i>Citizen and Gardener</i>	Ilford, Redbridge
Philip David Kino <i>Michael Steele Keith Grant</i> <i>Richard George Clerk</i> <i>Thornton, TD</i>	a Civil Servant <i>Citizen and Information Technologist</i> <i>Citizen and Leatherseller</i>	Bedford, Bedfordshire
Gerald Christopher McEntee <i>Michael Richard Adkins</i> <i>Stanley Brown, QGM, TD</i>	a Tactical Deployment Officer, retired <i>Citizen and Water Conservator</i> <i>Citizen and Loriner</i>	Sidcup, Bexley
Richard Antony Grenville Frase <i>Michael Steele Keith Grant</i> <i>Roger Charles Marsh</i>	a Solicitor <i>Citizen and Information Technologist</i> <i>Citizen and Glover</i>	Milford, Surrey
Eleanor Fulton Laing, MP <i>Graeme Martyn Smith</i> <i>Gordon Warwick Haines, Ald.</i>	a Member of Parliament <i>Citizen and Common Councilman</i> <i>Citizen and Needlemaker</i>	Westminster
John Michael May, OBE <i>Keith John Ebsworth</i> <i>Geoffrey Guy Trenchard</i> <i>Blanford</i>	a Regular Army Officer, retired <i>Citizen and Glover</i> <i>Citizen and Cordwainer</i>	York, North Yorkshire
Stephen Carville <i>Peter Francis Clark</i> <i>Neville John Watson</i>	a College Principal <i>Citizen and Mason</i> <i>Citizen and Fletcher</i>	Chichester, Sussex
Christopher David Woolf <i>The Rt. Hon The Lord Mayor</i> <i>John Nicholas Woolf</i>	a Teacher <i>Citizen and Tax Adviser</i>	Pinner, Harrow
Frank Edward Peacock <i>William Harry Dove, Deputy,</i> <i>MBE, JP</i> <i>Andrew Charles Parmley,</i> <i>Ald.</i>	a Professional Engineer <i>Citizen and Ironmonger</i> <i>Citizen and Musician</i>	Oakwood, Enfield
Emmeline Louise Gorski <i>Alan Leslie Warman</i> <i>Joanne Melinda Welch</i>	a Portfolio Management Office Manager <i>Citizen and Clockmaker</i> <i>Citizen and Clockmaker</i>	Enfield
Cheryl Jane Stringer <i>Alan Montague Ware, MBE</i> <i>Jane Elizabeth Ann Ware</i>	an Accountant <i>Citizen and Gold and Silver Wyre</i> <i>Drawer</i> <i>Citizen and Gold and Silver Wyre</i> <i>Drawer</i>	Goffs Oak, Hertfordshire

Thomas Howard Stringer <i>Alan Montague Ware, MBE</i> <i>Jane Elizabeth Ann Ware</i>	a Finance Director <i>Citizen and Gold and Silver Wyre Drawer</i> <i>Citizen and Gold and Silver Wyre Drawer</i>	Goffs Oak, Hertfordshire
Inderpal Singh <i>Keith John Chapman</i> <i>Robert Paul Howard</i>	an Investment Manager <i>Citizen and Baker</i> <i>Citizen and Wheelwright</i>	In The City of London
Robert Fisher <i>Gerald Albert George Pulman, JP, Deputy</i> <i>Roger Arthur Holden</i> <i>Chadwick, CC</i>	an Engineering Consultancy Director <i>Citizen and Basketmaker</i> <i>Citizen and Bowyer</i>	East Malling, Kent
Helen Elizabeth Giblin <i>David Christopher Edge</i> <i>Corinna Moira Edge</i>	a Learning and Development Adviser <i>Citizen and World Trader</i> <i>Citizen and World Trader</i>	Putney, Wandsworth
Jacob Alexander Paul <i>Roger Arthur Holden</i> <i>Chadwick, CC</i> <i>Jeremy Paul Mayhew, CC</i>	a Management Consultant <i>Citizen and Bowyer</i> <i>Citizen and Loriner</i>	Tuffley, Gloucestershire
The Hon John Russell Baird, PC, MP <i>The Rt. Hon The Lord Mayor</i> <i>Thomas Sleigh, CC</i>	The Minister of Foreign Affairs of Canada <i>Citizen and Common Councilman</i>	Nepean, Ontario, Canada
Gary George Jeffreys <i>Paul George Mason</i> <i>Geoffrey William Ian Snelling</i>	an Information Technology Company Director <i>Citizen and Basketmaker</i> <i>Citizen and Basketmaker</i>	Sidcup, Bexley
Robert John Kent <i>Richard George Clerk</i> <i>Thomton, TD</i> <i>Michael Steele Keith Grant</i>	a Police Officer, retired <i>Citizen and Leatherseller</i> <i>Citizen and Information Technologist</i>	Ipswich, Suffolk
Robert James Macgillivray Neill, MP <i>Christopher Michael Hayward, CC</i> <i>Mark John Boleat, CC</i>	a Member of Parliament <i>Citizen and Pattenmaker</i> <i>Citizen and Insurer</i>	Chislehurst, Bromley
Baroness Valerie Ann Amos <i>Sir David Wootton, Kt., Ald.</i> <i>Martin Henry Charles Russell, TD</i>	a United Nations Under Secretary General <i>Citizen and Fletcher</i> <i>Citizen and Farrier</i>	St Paul's Avenue, Brent
Robert Arthur Whiteman <i>Roger Arthur Holden</i> <i>Chadwick, CC</i> <i>Jeremy Paul Mayhew, CC</i>	a Professional Body Chief Executive <i>Citizen and Bowyer</i> <i>Citizen and Loriner</i>	Forest Gate, Newham
Ion Jinga <i>John Alexander Smail</i> <i>Anne Elizabeth Holden</i>	an Ambassador <i>Citizen and Distiller</i> <i>Citizen and Basketmaker</i>	Kensington, Kensington and Chelsea
Janet Elizabeth Frost <i>Michael Anton Fopp</i> <i>Roger France</i>	an Architectural Designer <i>Citizen and Air Pilot and Air Navigator</i> <i>Citizen and Chartered Architect</i>	Wingrave, Buckinghamshire
Hilary Jean Aldridge <i>Michael Anton Fopp</i> <i>Michael Page, CC</i>	a Printing and Stationery Company Director <i>Citizen and Air Pilot and Air Navigator</i> <i>Citizen and Mason</i>	Wingrave, Aylesbury, Buckinghamshire
Abigail Louise Woolf <i>The Rt. Hon The Lord Mayor</i> <i>John Nicholas Woolf</i>	an Engineer <i>Citizen and Tax Adviser</i>	Barnes, Richmond Upon Thames

Derek Wyn Edwards <i>Scott Marcus Longman</i> <i>Daniell Timothy Morrisey</i>	a Building Manager <i>Citizen and Blacksmith</i> <i>Citizen and Blacksmith</i>	St Johns Wood, Westminster
Matthew Bernard Durcan <i>Michael Steele Keith Grant</i> <i>Charles Roderick Spencer</i> <i>Fowler, T.D.</i>	a Management Consultant <i>Citizen and Information Technologist</i> <i>Citizen and Stationer and Newspaper</i> <i>Maker</i>	Wigmore, Kent
David Henry Miller <i>Alexander Bain Stewart, CC</i>	a Heating Engineer <i>Citizen and Gold and Silver Wyre</i> <i>Drawer</i> <i>Citizen and Baker</i>	Rainham, Kent
<i>Marianne Bernadette</i> <i>Fredericks, CC</i>		
Linda Susan Nikolaou <i>Mark Anthony Grove</i> <i>Jean Deillon</i>	a Teacher <i>Citizen and Cook</i> <i>Citizen and Distiller</i>	Godalming, Surrey
Kristian Graham House <i>Henry Llewellyn Michael</i> <i>Jones, Deputy</i> <i>William Barrie Fraser, OBE,</i> <i>Deputy</i>	a Professional Cyclist <i>Citizen and Common Councilman</i> <i>Citizen and Gardener</i>	Middlewich, Cheshire
Sarah Lucy Richardson <i>The Rt. Hon The Lord Mayor</i> <i>Alastair Michael Moss,</i> <i>Deputy</i>	The Lord Mayor of Westminster <i>Citizen and Goldsmith</i>	Kennington, Lambeth

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For use at the Previous Meeting on Wednesday, 30th April, 2014
and the Court of Common Council on Thursday, 1st May, 2014

2014/15

APPOINTMENT OF MEMBERS ON COMMITTEES

1. The format of this paper shows the constitution of each Committee, followed by the proposed membership and, lastly, its terms of reference.
2. Against the names of Common Councilmen are one or more numbers. A number shown *without brackets* reflects the total number of years that a Member has served on the Committee since first elected to the Court, including 2014/15. Numbers *in brackets* apply only to Committees for which the Court makes an appointment for a four year period, and indicate which year of the period that Member is entering in 2014. (In the case of the Board of Governors of the Guildhall School of Music & Drama and the Barbican Centre Board, appointments are for a three year period).

Nominations

3. Nominations for appointments on Ward Committees have been submitted in accordance with Standing Order No. 23(5).
4. Where a Ward chooses not to make a nomination to a Ward Committee or pair with another Ward, the vacancy shall be advertised to all Members and, on the basis of the nominations received, the appointment made by the Court.
5. Where a vacancy exists on a Ward Committee, an interim ward pairing option may be exercised (in accordance with the agreed ward pairing arrangements) until the replacement ward representative is agreed subsequent to the election of a new Common Councilman for the Ward.

Compliance with Standing Orders

6. Each Committee or Board, in carrying out the functions and responsibilities delegated to it by the Court of Common Council, shall do so in compliance with the City Corporation's Standing Orders, Financial Regulations and such other requirements as the City Corporation may determine. This includes Committees or Boards with different constitutional arrangements and/or extended delegations, such as the Board of Governors of the Guildhall School of Music & Drama (which operates under a separate Instrument and Articles of Government in accordance with section 29 of the Further and Higher Education Act 1992) and the Police Committee (which has vested in it the powers and duties of the Court of Common Council as Police Authority for the City of London by virtue of the City of London Police Act 1839, together with other relevant legislation, save the appointment of the Commissioner of Police).

Terms of Reference and Delegation

7. The Court of Common Council may discharge its functions and responsibilities through delegation to the several committees and through delegation to officers, in accordance with the Framework for Accountability and Delegation (agreed by the Court in January 2005).

8. Committees have delegated authority to discharge their functions as set out in their terms of reference and in accordance with Standing Orders.

9. Lands and/or property in the purview of committees shall be managed and maintained by the relevant committee.

10. Committees may also choose to delegate the exercise of their functions to sub-committees and to officers.

Matters of Policy and/or Strategic Importance

11. The creation of a new, or the amendment of an existing, corporate or strategic policy, or other matters of corporate or strategic importance, should be referred by committees to the Policy & Resources Committee for consideration prior to the matter being referred, as necessary, to the Court of Common Council.

Chief Commoner – Attendance at Committee Meetings

12. The Chief Commoner shall have the ability to attend any City Corporation Committee meeting and to speak at such meetings.

Matters of Dispute

13. The Policy & Resources Committee shall attempt to resolve matters of dispute between individual committees, reporting as necessary to the Court of Common Council.

General

14. For ease of reference, the Committees have been grouped by function.

POLICY & RESOURCES COMMITTEE

1. Constitution

A Non-Ward Committee consisting of,

- four Aldermen nominated by the Court of Aldermen
- 20 Members elected by the Court of Common Council, at least four of whom shall have fewer than 10 years' service on the Court, and two of whom shall be residents (NB. these categories are not exclusive ie. one Member can fulfil both criteria)
- the following ex-officio Members:-
 - The Right Honourable the for the time being
 - The Chief Commoner (who will chair any Sub-Committees regarding Hospitality and Privileges)
 - such Members of the Court of Common Council as have seats in Parliament
 - the Chairmen of the following Committees:-
 - Finance
 - Planning & Transportation
 - Port Health & Environmental Services
 - Police
 - Community & Children's Services
 - Establishment
 - Barbican Centre
 - Investment
 - Culture, Heritage and Libraries
 - The Deputy Chairmen of the Finance and Investment Committees

2. Quorum

The quorum consists of any nine Members.

3. Membership 2014/15

ALDERMEN

- 11 Sir David Howard, Bt., M.A., D.Sc.
- 2 Sir David Wootton
- 2 Alan Colin Drake Yarrow
- 1 Jeffrey Richard Evans

COMMONERS

- 4 (4) Douglas Barrow, Deputy
- 8 (4) Mark John Boleat
- 13 (4) George Marr Flemington Gillon
- 6 (2) Charles Edward Lord, O.B.E., J.P., *for two years*
- 8 (4) Stephen Douglas Quilter, B.Sc.(Hons.)
- 14 (2) Kenneth Edwin Ayers, M.B.E., Deputy, *for three years*
- 6 (3) Simon D'Olier Duckworth D.L.
- 3 (3) Marianne Bernadette Fredericks
- 10 (3) Catherine McGuinness M.A., Deputy
- 3 (3) Dr Giles Robert Evelyn Shilson, Deputy
- 2 (2) Alexander John Cameron Deane, Deputy
- 16 (2) Stuart John Fraser, C.B.E.
- 28 (2) Joyce Carruthers Nash, O.B.E., Deputy
- 20 (2) Sir Michael Snyder, Deputy
- 2 (2) John Tomlinson, B.A., M.Sc. Deputy

together with the ex-officio Members referred to in paragraph 1 above and five Members to be appointed this day.

4. Terms of Reference

To be responsible for:-

General

- (a) considering matters of policy and strategic importance to the City of London Corporation including matters referred to it by other Committees and/or Chief Officers;

- (b) the review and co-ordination of the governance of the City of London Corporation including its Committees, Standing Orders and Outside Bodies Scheme, reporting as necessary to the Court of Common Council, together with the City Corporation's overall organisation and administration;
- (c) overseeing, generally, the security of the City and the City of London Corporation's security and emergency planning;
- (d) the support and promotion of the City of London as the world leader in international financial and business services and to oversee, generally, the City of London Corporation's economic development activities, communications strategy and public relations activities;
- (e) the use of the City's Armorial bearings and the Bridge Mark;
- (f) the appointment of the City Surveyor (in consultation with the Investment Committee);
- (g) general matters not otherwise expressly provided for within the terms of reference of any other Committee;
- (h) approving the City Corporation's annual contribution to the London Councils' Grants Scheme and agreeing, alongside other constituent councils, the proposed overall budget;
- (i) making recommendations to the Court of Common Council in respect of:
 - (i) the appointment of the Town Clerk & Chief Executive, Comptroller & City Solicitor and Remembrancer;
 - (ii) the Corporate Plan, Community Strategy, and other corporate strategies, statements or resolutions;
 - (iii) the issuing of levies to all the constituent councils for their contributions to the London Councils' Grants Scheme, for which the Court of Common Council is a levying body; and
 - (iv) the promotion of legislation and, where appropriate, byelaws;

Resource Allocation

- (j) determining resource allocation in accordance with the City of London Corporation's strategic policies;

Corporate Assets

- (k) a) determining the overall use of the Guildhall Complex; and
b) approving overall strategy and policy in respect of City Corporation's assets;

Projects

- (l) Scrutiny and oversight of the management of major projects and programmes of work, including considering all proposals for capital and supplementary revenue projects, and determining whether projects should be included in the capital and supplementary revenue programme as well as the phasing of any expenditure;

Hospitality

- (m) arrangements for the provision of hospitality on behalf of the City of London Corporation;

Privileges

- (n) Members' privileges, facilities and development;

Sustainability

- (o) strategies and initiatives in relation to sustainability;

Sub-Committees

- (p) appointing such Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-

- * Resource Allocation
- Projects
- Public Relations and Economic Development
- †Hospitality
- †Members' Privileges

* The constitution of the Resource Allocation Sub Committee is set by the Court of Common Council and comprises the Chairman and Deputy Chairmen of the Grand Committee, past Chairmen of the Grand Committee providing that they are Members of the Committee at that time, the Chairman of the General Purposes Committee of Aldermen, the Chairman and Deputy Chairman of the Finance Committee, the Chairman of the Establishment Committee, the Senior Alderman below the Chair and six Members appointed by the Grand Committee.

† the Working Parties or Sub Committees responsible for hospitality and Members' privileges shall be able to report directly to the Court of Common Council and the Chief Commoner able to address reports and respond to matters in the Court associated with these activities.

FINANCE COMMITTEE

1. **Constitution**
A Ward Committee consisting of,
 - four Aldermen nominated by the Court of Aldermen
 - up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward
 - the Chairman and Deputy Chairman of the Policy & Resources Committee (ex-officio)
 - the Chairman and Deputy Chairman of the Investment Committee (ex-officio)

2. **Quorum**
The quorum consists of any nine Members.

3. **Membership 2014/15**

ALDERMEN

- 2 John Garbutt
- 1 Peter Hewitt
- 1 Charles Edward Beck Bowman
- 1 Vincent Keaveny

COMMONERS

15	Jeremy Paul Mayhew, M.A., M.B.A.	Aldersgate
2	Randall Keith Anderson	Aldersgate
6	David James Thompson	Aldgate
2	Robert Allan Merrett	Bassishaw
2	Jamie Ingham Clark	Billingsgate
12	Simon D'Olier Duckworth, D.L.	Bishopsgate
4	Wendy Marilyn Hyde	Bishopsgate
2	Oliver Arthur Wynlayne Lodge, T.D, B.Sc.	Bread Street
11	Brian Nicholas Harris	Bridge and Bridge Without
10	John George Stewart Scott, J.P.	Broad Street
2	Christopher Paul Boden	Castle Baynard
4	Nigel Kenneth Challis	Castle Baynard
1	Nicholas Bensted-Smith	Cheap
2	Stuart John Fraser, C.B.E.	Coleman Street
24	Sir Michael Snyder, Deputy	Cordwainer
4	Ian Christopher Norman Seaton	Cornhill
5	John Alfred Barker, O.B.E., Deputy	Cripplegate Within
11	John Tomlinson, B.A., M.Sc., Deputy	Cripplegate Without
10	James Henry George Pollard, Deputy	Dowgate
2	Clare James, M.A.	Farringdon Within
14	Anthony Noel Eskenzi, C.B.E., D.Sc., Deputy	Farringdon Within
9	George Christopher Abrahams	Farringdon Without
2	Gregory Alfred Lawrence	Farringdon Without
2	Philip John Woodhouse	Langbourn
2	Robert Picton Seymour Howard, Deputy	Lime Street
2	John Fletcher	Portsoken
14	Alastair John Naisbitt King, M.Sc, Deputy	Queenhithe
12	Roger Arthur Holden Chadwick	Tower
8	Tom Hoffman	Vintry
2	Lucy Roseanne Frew	Walbrook

Together with the ex-officio Members referred to in paragraph 1 and together with one Member to be appointed this day in place of the Ward of Candlewick which is not making an appointment on this occasion.

4. **Terms of Reference**

To be responsible for:-

Finance

- (a) Ensuring effective arrangements are made for the proper administration of the City Corporation's financial affairs;
- (b) considering the annual budget of the several committees, to ascertain that they are within the resources allocated, are applied to the policies for which those resources were allocated and represent value for money in the achievement of those policies;
- (c) determining annually with the Resource Allocation Sub-Committee, the appropriate performance return bench marks for the City's and Bridge House Estates;
- (d) obtaining value for money in all aspects of the City of London Corporation's activities;
- (e) monitoring performance against individual Departmental Business Plans and bringing about improvements in performance;
- (f) the effective and sustainable management of the City of London's operational assets, to help deliver strategic priorities and service needs;
- (g) overseeing the City of London Corporation's approved list of contractors and consultants;
- (h) dealing with requests for grants for charitable purposes from funds under the Committee's control, including the City of London Corporation Combined Relief of Poverty Charity (registered charity no. 1073660) and the City Educational Trust (registered charity no. 290840), allowances, expenses, insurance, business travel, treasure trove and Trophy Tax;
- (i) making recommendations to the Court of Common Council in respect of:-
 - (i) the audited accounts, the Annual Budget and to recommend the non-domestic rate and Council Tax to be levied and to present the capital programme and make recommendations as to its financing;
 - (ii) the appointment of the Chamberlain;
- (j) strategies and initiatives in relation to energy;

Information Systems

- (k) developing and implementing IS strategies to support the business needs of the City of London Corporation; and

Sub-Committees

- (l) appointing such Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-
 - Efficiency & Performance
 - Finance Grants
 - Information Systems
 - Corporate Assets

INVESTMENT COMMITTEE

1. **Constitution**
A Non-Ward Committee consisting of,
 - 14 Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
 - eight Members nominated by the Policy & Resources Committee
 - the Chairman and a Deputy Chairman of the Policy & Resources Committee (ex-officio)
 - the Chairman and Deputy Chairman of the Finance Committee (ex-officio)
2. **Quorum**
The quorum consists of any seven Members.
3. **Membership 2014/15**
 - 4 (4) Kenneth Edwin Ayers, M.B.E., Deputy
 - 2 (2) Henry Nicholas Almroth Colthurst, *for two years*
 - 4 (4) George Marr Flemington Gillon
 - 2 (2) Andrew Stratton McMurtrie, *for two years*
 - 3 (3) Tom Hoffman
 - 2 (2) Michael Hudson, *for three years*
 - 3 (3) Clare James, M.A.
 - 4 (2) Simon D'Olier Duckworth, D.L.
 - 4 (2) Brian Nicholas Harris
 - 2 (2) Robert Picton Seymour Howard, Deputy
 - 4 (2) James Henry George Pollard, Deputy

together with the Members referred to in paragraph 1 and three Members to be appointed this day.
4. **Terms of Reference**
 - (a) To be responsible for the strategic oversight and monitoring of the performance of all of the City of London Corporation's investments, in accordance with the investment strategy determined by the Policy & Resources Committee.
 - (b) To fulfil (a) above by means of the appointment of a Property Investment Board, a Financial Investment Board and a Social Investment Board responsible for property, financial investments and social investments, respectively.
 - (c) To provide the Resource Allocation Sub Committee with proportions between property and non property assets as part of the resource allocation process with the final decision remaining with the Resource Allocation Sub Committee.

Note: The Property Investment Board, Financial Investment Board and Social Investment Board shall have the power to:-

- i) co-opt people with relevant expertise or experience, including non-Members of the Court; and
- ii) submit reports on matters relevant to their responsibilities directly to the Court of Common Council.

AUDIT & RISK MANAGEMENT COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- nine Members elected by the Court of Common Council* at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- three external representatives (ie. non-Members of the Court of Common Council with no voting rights)
- the Chairman and Deputy Chairman of the Finance Committee (ex-officio with no voting rights)
- a representative of the Policy & Resources Committee (ex-officio with no voting rights)

*The Chairmen of the Policy and Resources, Finance and Investment Committees are not eligible for election to this Committee and the Deputy Chairman of the Audit & Risk Management Committee for the time being may not be a Chairman of another Committee.

2. **Quorum**

The quorum consists of five Members ie. at least three Members elected by the Court of Common Council and at least one external representative.

3. **Membership 2014/15**

- 2 (2) Charles Edward Beck Bowman, Alderman, *for two years*
- 2 (2) Jamie Ingham Clark, *for two years*
- 2 (2) Timothy Russell Hailes, Alderman, *for three years*
- 4 (3) Nigel Kenneth Challis
- 4 (3) Oliver Arthur Wynlayne Lodge, T.D, B.Sc.
- 4 (2) Nicholas John Anstee, Alderman

together with three external representatives:-

Hilary Daniels (*appointed for a four year term expiring in March 2016*)
Kenneth Ludlum (*appointed for a three year term to expire in March 2017*)
Caroline Mawhood (*appointed for a four year term expiring in March 2018*)

and together with the Members referred to in paragraph 1 and three Members to be appointed this day.

4. **Terms of Reference**

Audit

- (a) To consider and approve the annual internal and external audit plans.
- (b) To commission and to receive reports from the Chief Internal Auditor on the extent that the City of London Corporation can rely on its system of internal control and to provide reasonable assurance that the City of London Corporation's objectives will be achieved efficiently.
- (c) To meet with the external auditors prior to the presentation of the Accounts to the Court, consider the audited annual accounts of the City Fund and the various non-local authority funds, to receive and consider the formal reports, letters and recommendations of the City of London Corporation's external auditors and to make recommendations relating to the approval of the accounts (to the Finance Committee).
- (d) To meet with the external auditors of the City's various funds at least once in each calendar year prior to the presentation of the financial statements to the Court.
- (e) To report back as necessary to the Court of Common Council.
- (f) To appoint an Independent Audit Panel to make recommendations on the appointment of external auditors to the Court of Common Council.

Risk Management

- (a) To monitor and oversee the City of London Corporation's risk management strategy, anti-fraud and anti-corruption arrangements; and to be satisfied that the authority's assurance framework properly reflect the risk environment.
- (b) To consider all audit or external inspection reports relating to any department at the City of London Corporation and seek assurance that action has been taken where necessary.
- (c) To receive an annual report from the Chamberlain reviewing the effectiveness of the City of London's risk management strategy.
- (d) To consider and report back to the Court on any risks related to all governance issues.

PLANNING & TRANSPORTATION COMMITTEE

1. **Constitution**
A Ward Committee consisting of,
 - four Aldermen nominated by the Court of Aldermen
 - up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward.

2. **Quorum**
The quorum consists of any nine Members.

3. **Membership 2014/15**

ALDERMEN

- 1 Neil Graham Morgan Redcliffe
- 1 Matthew Richardson
- 2 Professor Michael Raymond Mainelli
- 1 Peter Estlin

COMMONERS

10	The Revd. Dr. Martin Dudley	Aldersgate
2	Randall Keith Anderson	Aldersgate
6	Sylvia Doreen Moys	Aldgate
2	Kenneth Edwin Ayers, M.B.E., Deputy	Bassishaw
10	Michael Welbank, M.B.E., Deputy	Billingsgate
3	Thomas Charles Christopher Sleigh.....	Bishopsgate
2	Patrick Thomas Streeter	Bishopsgate
6	Oliver Arthur Wynlayne Lodge, T.D., B.Sc.	Bread Street
7	Brian Nicholas Harris	Bridge and Bridge Without
2	Christopher Michael Hayward	Broad Street
20	Stanley Keith Knowles, M.B.E., Deputy	Candlewick
1	Emma Edhem	Castle Baynard
1	Graham David Packham	Castle Baynard
1	Alastair Michael Moss, Deputy	Cheap
6	Sophie Anne Fernandes	Coleman Street
3	George Marr Flemington Gillon	Cordwainer
6	Peter Gerard Dunphy.....	Cornhill
7	Angela Starling	Cripplegate Within
2	Chris Punter.....	Cripplegate Without
12	James Henry George Pollard, Deputy	Dowgate
7	Alex Bain-Stewart M.Sc., J.P.	Farringdon Within
2	Graeme Martyn Smith	Farringdon Within
2	Paul Nicholas Martinelli.....	Farringdon Without
2	Gregory Percy Jones	Farringdon Without
9	John Douglas Chapman, Deputy.....	Langbourn
2	Dennis Cotgrove, B.A.	Lime Street
2	Henry Llewellyn Michael Jones, Deputy	Portsoken
16	Brian Desmond Francis Mooney, M.A.....	Queenhithe
7	Marianne Bernadette Fredericks	Tower
9	William Barrie Fraser, O.B.E., Deputy	Vintry
2	James Michael Douglas Thomson, Deputy	Walbrook

4. Terms of Reference

To be responsible for:-

- (a) All functions of the City as local planning authority [relating to town and country planning and development control] pursuant to the Town and Country Planning Act 1990, the Planning (Listed Building and Conservation Areas) Act 1990 and Compulsory Purchases Act 2004, the Planning Act 2008 and all secondary legislation pursuant to the same and all enabling legislation (including legislation amending or replacing the same).
- (b) Making recommendations to Common Council relating to the acquisition, appropriation and disposal of land held for planning purposes and to exercise all other functions of the local planning authority relating to land held for planning (or highways) purposes, and making determinations as to whether land held for planning or highways purposes is no longer required for those purposes, other than in respect of powers expressly delegated to another committee.
- (c) All functions of the Common Council as local highway, traffic, walkway and parking authority (other than in respect of powers expressly delegated to another committee) and the improvement of other open land under S.4 of the City of London (Various Powers) Act 1952.
- (d) All functions under part II of the City of London (Various Powers) Act 1967 including declaration, alteration and discontinuance of City Walkway.
- (e) All functions relating to the construction, maintenance and repair of sewers in the City, including public sewers (on behalf of Thames Water under an agency arrangement).
- (f) All functions relating to the Stopping Up of highway (including as local planning authority and highway authority).
- (g) All functions relating to street naming and numbering under the London Building Acts (Amendment) Act 1939.
- (h) All functions relating to the control, maintenance and repair of the five City river bridges (insofar as matters not within the delegated authority of another Committee).
- (i) All functions relating to building control under the Building Act 1984, Building Regulations 2000-10 and London Building Acts 1930-82.
- (j) The setting of building control charges under the Building (Local Authority Charges) Regulations 2010.
- (k) Response to and resolution of dangerous structures under the London Building Acts (Amendment) Act 1939.
- (j) All functions relating to the City of London Corporation's commemorative blue plaques.
- (k) All functions relating to the Local Land Charges Act 1975.
- (l) The appointment of the City Planning Officer.
- (m) The appointment of the Director of the Built Environment (in consultation with the Port Health and Environmental Services Committee).
- (n) The appointment of such Sub-Committees as is considered necessary for the better performance of its duties including a Streets & Walkways Sub-Committee.

PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

1. **Constitution**
A Ward Committee consisting of,
- two Aldermen nominated by the Court of Aldermen
 - up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward.

2. **Quorum**
The quorum consists of any nine Members.

3. **Membership 2014/15**

ALDERMEN

- 1 Dr Andrew Charles Parmley, Mus.M., Hon. F.S.G.
2 John Garbutt

COMMONERS

7	Barbara Patricia Newman, C.B.E.	Aldersgate
2	John Stuart Penton Lumley, Professor	Aldersgate
2	Hugh Fenton Morris	Aldgate
10	Michael Welbank, M.B.E., Deputy	Billingsgate
4	Stanley Ginsburg J.P., Deputy	Bishopsgate
24	William Harry Dove, M.B.E., J.P., Deputy (Bread Street has paired with Cordwainer for this appointment)	Bishopsgate Bread Street
18	John Richard Owen-Ward, M.B.E., Deputy	Bridge and Bridge Without
11	John Alfred Bennett, Deputy	Broad Street
14	Kevin Malcolm Everett D.Sc.	Candlewick
1	Henrika Johanna Sofia Priest	Castle Baynard
10	Jeremy Lewis Simons M.Sc.	Castle Baynard
4	Ann Marjorie Francescia Pembroke	Cheap
2	Andrew Stratton McMurtrie	Coleman Street
19	George Marr Flemington Gillon	Cordwainer
2	Peter Gerard Dunphy	Cornhill
5	Vivienne Littlechild, J.P.	Cripplegate
11	John Tomlinson, B.A., M.Sc., Deputy	Cripplegate
2	Mark Raymond Peter Henry Delano Wheatley	Dowgate
12	Richard David Regan, Deputy	Farringdon Within
2	Karina Helen Dostalova	Farringdon Within
15	Wendy Mead	Farringdon Without
2	John David Absalom, Deputy	Farringdon Without
2	Philip John Woodhouse	Langbourn
2	Henry Nicholas Colthurst	Lime Street
6	Delis Regis	Portsoken
16	Brian Desmond Francis Mooney, M.A.	Queenhithe
6	Gerald Albert George Pulman, J.P., Deputy	Tower
5	William Barrie Fraser, O.B.E., Deputy	Vintry
2	James Michael Douglas Thomson, Deputy	Walbrook

Together with one Member to be appointed this day in place of the Ward of Bassishaw which is not making an appointment on this occasion.

4. **Terms of Reference**

- To be responsible for:-
- (a) all the City of London Corporation's environmental health, port health, animal health, consumer protection, licensing (with the exception of those which are in the province of another Committee), public conveniences, street cleansing, refuse collection and disposal, and cemetery and crematorium functions;
- (b) the implementation of those sections of any Acts of Parliament and/or European legislation which direct that the local authority take action in respect of those duties listed at (a) above;

- (c) the appointment of the Director of the Built Environment (in consultation with the Planning & Transportation Committee);
- (d) the appointment of the Director of the Markets and Consumer Protection (in consultation with the Markets and Licensing Committees);
- (e) the appointment of the Director of Open Spaces (in consultation with the Open Spaces & City Gardens Committee);
- (f) determining any appeals against a decision not to grant City premises a licence under the provisions of the Marriage Act 1994 and the City of London (Approved Premises for Marriage) Act 1996 to conduct civil marriage ceremonies;
- (g) the appointment of the City of London Coroner;
- (h) the Signor Pasquale Favale Bequest (registered charity no. 206949);
- (i) making recommendations to the Court of Common Council in respect of the making and sealing of byelaws for the variance of charges at the Animal Reception Centre.

MARKETS COMMITTEE

1. **Constitution**
A Ward Committee consisting of,
 - two Aldermen nominated by the Court of Aldermen
 - up to 31 Commoners representing each Ward or Side of Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides).

2. **Quorum**
The quorum consists of any nine Members.

3. **Membership 2014/15**

ALDERMEN

- 2 Charles Bowman
- 2 Timothy Russell Hailes

COMMONERS

12	Joyce Carruthers Nash, O.B.E., Deputy	Aldersgate
2	John Stuart Penton Lumley, Professor	Aldersgate
7	Hugh Fenton Morris	Aldgate
6	Robert Allan Merrett	Bassishaw
1	Jamie Ingham Clark	Billingsgate
13	Stanley Ginsburg J.P., Deputy	Bishopsgate
2	Patrick Thomas Streeter	Bishopsgate
5	Dr Giles Robert Evelyn Shilson, Deputy	Bread Street
7	Brian Nicholas Harris	Bridge and Bridge Without
2	Christopher Michael Hayward	Broad Street
11	Stanley Keith Knowles, M.B.E., Deputy	Candlewick
1	Christopher Paul Boden	Castle Baynard
8	Michael Hudson	Castle Baynard
1	Nicholas Bensted-Smith	Cheap
2	Ian Christopher Norman Seaton	Cornhill
2	Angela Starling	Cripplegate Within
2	Chris Punter	Cripplegate Without
2	Mark Raymond Peter Henry Delano Wheatley	Dowgate
10	Alex Bain-Stewart M.Sc., J.P.	Farringdon Within
2	Karina Helen Dostalova	Farringdon Within
2	Wendy Mead	Farringdon Without
2	Charles Edward Lord, O.B.E., J.P.	Farringdon Without
8	John Douglas Chapman, Deputy	Langbourn
7	Elizabeth Rogula	Lime Street
1	Revd. William Campbell-Taylor	Portsoken
13	Alastair John Naisbitt King, M.Sc., Deputy	Queenhithe
6	James Richard Tumbridge	Tower
5	Tom Hoffman	Vintry

Together with the following Members in place of the three Wards (Coleman Street, Cordwainer and Walbrook) not making appointments on this occasion:-

Graham David Packham
Adam Fox McCloud Richardson
John George Stewart Scott, J.P.

4. **Terms of Reference**
To be responsible for:-
 - (a) the management of all matters relating to Smithfield Market, Billingsgate Market and Spitalfields Market and the letting of all premises therein;
 - (b) the appointment of the Director of Markets and Consumer Protection (in consultation with the Port Health and Environmental Services and Licensing Committees).

POLICE COMMITTEE

1. **Constitution**

A non-ward committee consisting of:

- 11 Members elected by the Court of Common Council including:
 - a minimum of one Member who has fewer than five years' service on the Court at the time of his/her appointment; and,
 - a minimum of two Members whose primary residence is in the City of London;
- 2 external members (i.e. non-Members of the Court of Common Council) appointed in accordance with the terms of the Police Committee Membership Scheme

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2014/15**

- 5 (3) Douglas Barrow, Deputy *for three years*
- 10 (3) Mark John Boleat, *for three years*
- 9 (3) James Henry George Pollard, Deputy, *for three years*
- 13 (3) Simon D'Olier Duckworth, M.A., D.L.
- 13 (3) Ian David Luder, B.Sc.(Econ.), C.B.E., Alderman
- 9 (3) Joyce Carruthers Nash, O.B.E., Deputy
- 6 (2) Alison Jane Gowman, Alderman
- 3 (2) Vivienne Littlechild, J.P.

Together with three Members to be appointed this day and two non-City of London Corporation Members:-

Don Randall MBE (*appointed for a four year term to expire in May 2015*)

Helen Marshall (*appointed for a four year term to expire in May 2017*)

4. **Terms of Reference**

To be responsible for:

- a) securing an efficient and effective police service in both the City of London and nationally, and, where so designated by the Home Office, nationally, and holding the Commissioner to account for the exercise of his/her functions and those persons under his/her direction and control;
- b) agreeing, each year, the objectives in the Policing Plan, which shall have regard to the views of local people, the views of the Commissioner and the Strategic Policing Requirement;
- c) any powers and duties vested in the Court of Common Council as police authority for the City of London by virtue of the City of London Police Act 1839, the Police and Criminal Evidence Act 1984, the Police Acts 1996 (as amended) and 1997, the Criminal Justice and Police Act 2001, the Police Reform Act 2002, the Police Reform and Social Responsibility Act 2011 and any other Act or Acts, Statutory Instruments, Orders in Council, Rules or byelaws etc from time to time in force, save the appointment of the Commissioner of Police which by virtue of Section 3 of the City of London Police Act 1839 remains the responsibility of the Common Council;
- d) making recommendations to the Court of Common Council regarding the appointment of the Commissioner of the City of London Police;
- e) the handling of complaints and the maintenance of standards across the Force;
- f) monitoring of performance against the City of London Policing Plan;
- g) appointing such sub-committees as are considered necessary for the better performance of its duties including an Economic Crime Board, a Performance and Resource Management Sub Committee and a Professional Standards and Integrity Sub Committee.

CRIME AND DISORDER SCRUTINY COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of the Chairman and Deputy Chairman of the

- Policy and Resources Committee, or their representatives;
- Police Committee or their representatives;
- Community and Children's Services Committee or their representatives; and
- Licensing Committee, or their representatives.

appointed in accordance with the Police and Justice Act 2006.

2. **Quorum**

The quorum consists of any three Members.

3. **Membership 2014/15**

The ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**

(a) to be responsible for the review and scrutiny of decisions made, or other actions taken, in connection with the discharge by the responsible authorities and other members of the Safer City Partnership of their crime and disorder functions;

(b) to make reports or recommendations to other committees and to the Court of Common Council with respect to the discharge of those functions; and,

(c) to have at least one meeting each year dedicated to scrutinising crime and disorder matters.

CULTURE, HERITAGE & LIBRARIES COMMITTEE

1. **Constitution**
A Ward Committee consisting of,
 - two Aldermen nominated by the Court of Aldermen
 - up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward
 - the Chairman of the Board of Governors of the Guildhall School of Music & Drama (ex-officio)
 - the Chairman of the Barbican Centre Board (ex-officio)
2. **Quorum**
The quorum consists of any nine Members.
3. **Membership 2014/15**

ALDERMEN

- 1 Sir Roger Gifford
- 2 William Russell

COMMONERS

4	Barbara Patricia Newman, C.B.E.	Aldersgate
2	Jeremy Paul Mayhew, M.A., M.B.A.	Aldersgate
4	Sylvia Doreen Moys	Aldgate
1	Kenneth Edwin Ayers, M.B.E., Deputy	Bassishaw
2	Jamie Ingham Clark	Billingsgate
2	Wendy Marilyn Hyde	Bishopsgate
4	William Harry Dove, M.B.E., J.P., Deputy	Bishopsgate
2	Dr Giles Robert Evelyn Shilson, Deputy	Bread Street
1	John Richard Owen-Ward, M.B.E., Deputy	Bridge and Bridge Without
4	John George Stewart Scott, J.P.	Broad Street
4	Kevin Malcolm Everett D.Sc.	Candlewick
2	Graham David Packham	Castle Baynard
3	Henrika Johanna Sofia Priest	Castle Baynard
4	Ann Marjorie Francescia Pembroke	Cheap
2	Michael John Cassidy, C.B.E., Deputy	Coleman Street
4	Mark John Boleat	Cordwainer
2	The Revd. Stephen Decatur Haines, M.A., Deputy	Cornhill
4	Vivienne Littlechild, J.P.	Cripplegate
4	Stephen Douglas Quilter, B.Sc.(Hons)	Cripplegate
2	Mark Raymond Peter Henry Delano Wheatley	Dowgate
4	Richard David Regan, Deputy	Farringdon Within
4	Anthony Noel Eskenzi, C.B.E., D.Sc., Deputy	Farringdon Within
2	Emma Charlotte Louisa Price	Farringdon Without
1	Paul Nicholas Martinelli	Farringdon Without
2	Judith Lindsay Pleasance	Langbourn
4	Dennis Cotgrove, B.A.	Lime Street
4	Delis Regis	Portsoken
4	Alastair John Naisbitt King, M.Sc, Deputy	Queenhithe
2	Gerald Albert George Pulman, J.P., Deputy	Tower
4	Tom Hoffman	Vintry
2	Lucy Roseanne Frew	Walbrook

4. Terms of Reference

To be responsible for:-

- (a) the City Corporation's activities and services in the fields of culture, heritage and visitors including the development of relevant strategies and policies, reporting to the Court of Common Council as appropriate;
- (b) the management of the City's libraries and archives, including its functions as a library authority in accordance with the Public Libraries and Museums Act 1964 and all other powers and provisions relating thereto by providing an effective and efficient library service;
- (c) the management of the Guildhall Art Gallery and all the works of art belonging to the City of London Corporation;
- (d) the appointment of the Director of Culture, Heritage and Libraries;
- (e) the management and maintenance and, where appropriate, furnishing the City Information Centre, the Monument, the Roman Baths (Lower Thames Street) and the visitor and events elements of Tower Bridge;
- (f) matters relating to the City's obligations for its various benefices;
- (g) the upkeep and maintenance of the Lord Mayor's State Coach, the semi-state coaches, the Sheriff's Chariots and State Harness;
- (h) cart marking;
- (i) the development and implementation of a strategy for the management of Keats House (registered charity no. 1053381) and all of the books and artefacts comprising the Keats collection, in accordance with the relevant documents governing this charitable activity;
- (j) overseeing the City's Miscellaneous Arts and Related Initiatives Budget, including any individual funding requests above £2,000, annual budget requests and any future review of the fund;
- (k) the management of Guildhall Library Centenary Fund (registered charity no. 206950);
- (l) making recommendations to the Court of Common Council regarding the Cultural Strategy, the Visitor Strategy and other corporate strategies, statements or resolutions relating to any of its functions, following consultation with the Policy & Resources Committee;
- (m) responsibility for the production and publication of the official City of London Pocketbook;
- (n) appointing such Sub-Committees and/or Consultative Committees as are considered necessary for the better performance of its duties including the following areas:-
 - Benefices
 - Keats House

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

1. **Constitution**

A Non-Ward Committee consisting of,

- one Alderman nominated by the Court of Aldermen
- up to 10 Members elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
 - the Chairman of the Board of Governors of City of London School for Girls
 - the Chairman of the Board of Governors of City of London Freeman's School
- up to five co-opted non-City of London Corporation Governors with experience relevant to the Board

The Chairman of the Board shall be elected from the City Corporation Members.

2. **Quorum**

The quorum consists of any five Common Council Governors.

Any decision taken by the Board of Governors shall require the agreement of a majority of Common Council Governors present at the meeting and voting.

3. **Membership 2014/15**

ALDERMAN

1 David Andrew Graves

COMMONERS

6 (4) Marianne Bernadette Fredericks
3 (3) Sylvia Doreen Moys, *for three years*
16 (3) William Harry Dove, M.B.E., J.P., Deputy
12 (3) Joyce Carruthers Nash, O.B.E., Deputy
2 (2) Sophie Anne Fernandes
6 (2) Charles Edward Lord, O.B.E., J.P.
6 (2) Dr Giles Robert Evelyn Shilson, Deputy

together with:-

Mr R. Lehmann
Lord Levene of Portsoken
Mr C. S. Martin, M.A.
Dame Mary Richardson
Professor J.M.A. Whitehouse

together with the ex-officio Members referred to in paragraph 1 above and three Members to be appointed this day.

4. **Terms of Reference**

To be responsible for:-

- (a) all School matters;
- (b) the management of the School land and buildings belonging to the City of London Corporation;
- (c) the appointment of the Headmaster/Headmistress and, where appropriate, the deputies and the Director of Finance.

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS

1. **Constitution**

A Non-Ward Committee consisting of,

- up to two Aldermen nominated by the Court of Aldermen
- up to 12 Members elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
 - the Chairman of the Board of Governors of City of London School
 - the Chairman of the Board of Governors of City of London Freeman's School
- up to six co-opted non-City of London Corporation Governors with experience relevant to the Board

The Chairman of the Board shall be elected from the City Corporation Members.

2. **Quorum**

The quorum consists of any five Common Council Governors.

Any decision taken by the Board of Governors shall require the agreement of a majority of Common Council Governors present at the meeting and voting.

3. **Membership 2014/15**

ALDERMEN

- 1 William Russell
- 1 Vincent Keaveny

COMMONERS

- 13 (4) Tom Hoffman
- 13 (4) Sylvia Doreen Moys
- 4 (4) Virginia Rounding
- 18 (2) Dennis Cotgrove, B.A., *for three years*
- 14 (3) Richard David Regan, Deputy
- 25 (3) Sir Michael Snyder, Deputy
- 2 (2) William Harry Dove, M.B.E., J.P., Deputy
- 13 (2) The Revd. Dr. Martin Dudley
- 7 (2) Clare James, M.A.

together with :-

- Prof. J. Betteridge
- Dr. S. Ellington
- Ms. Mary Robey
- Mr R. Sermon MBE

together with the ex-officio Members referred to in paragraph 1 above and three Members to be appointed this day.

4. **Terms of Reference**

To be responsible for:-

- (a) all School matters;
- (b) the management of the School land and buildings belonging to the City of London Corporation;
- (c) the appointment of the Headmaster/Headmistress and, where appropriate, the deputies and the bursar.

BOARD OF GOVERNORS OF THE CITY OF LONDON FREEMEN'S SCHOOL

1. **Constitution**

A Non-Ward Committee consisting of,

- up to two Aldermen nominated by the Court of Aldermen
- up to 12 Members elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
 - the Chairman of the Board of Governors of City of London School
 - the Chairman of the Board of Governors of City of London School for Girls
- up to six co-opted non-City of London Corporation Governors with relevant experience of education

The Chairman of the Board shall be elected from the City Corporation Members.

2. **Quorum**

The quorum consists of any five Common Council Governors.

Any decision taken by the Board of Governors shall require the agreement of a majority of Common Council Governors present at the meeting and voting.

3. **Membership 2014/15**

ALDERMEN

- 2 Dr Andrew Charles Pamley, Mus.M., Hon. F.S.G.
- 2 Peter Hewitt

COMMONERS

- 10 (4) John Alfred Bennett, Deputy
- 6 (4) Michael Hudson
- 2 (2) Judith Lindsay Pleasance (*for two years*)
- 3 (3) Stuart John Fraser, C.B.E.
- 2 (2) Graham David Packham (*for three years*)
- 11 (2) Roger Arthur Holden Chadwick
- 6 (2) Vivienne Littlechild
- 2 (2) Hugh Fenton Morris

together with :-

- Mr F. M. Bramwell
- Sir Clive Martin O.B.E., T.D., D.L.
- Mr Douglas Mobsby M.B.E.
- Mr C. Townsend
- Mrs G Yarrow
- Mr A McMillan

Together with the ex-officio Members referred to in paragraph 1 above and four Members to be appointed this day.

4. **Terms of Reference**

To be responsible for:-

- (a) all School matters;
- (b) the management of the School land and buildings belonging to the City of London Corporation;
- (c) the appointment of the Headmaster/Headmistress and, where appropriate, the deputies and the bursar.

BOARD OF GOVERNORS OF THE GUILDHALL SCHOOL OF MUSIC & DRAMA

1. **Constitution**

A Non-Ward Committee consisting of,

- 11 Members elected by the Court of Common Council for a term of three years (renewable twice) at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the Principal of the Guildhall School of Music & Drama
- one member of the Guildhall School academic staff to be elected by the Academic staff for a term of three years (renewable twice)
- one member of the Guildhall School administrative staff to be elected by such staff for a term of three years (renewable twice)
- one Guildhall student representative who shall normally be the President of the Students' Union
- up to six co-opted non-City of London Corporation Governors with appropriate expertise for a term of three years (renewable twice)

None of the appointed Governors shall serve on the Board for more than a maximum of nine years.

The Chairman and Deputy Chairman of the Board shall be elected from the City Corporation Members.

The Chairman of the Barbican Centre Board, the Chairman of the Culture, Heritage & Libraries Committee and one representative of the Centre for Young Musicians shall be permitted to attend the Board in a non-voting, advisory capacity.

2. **Quorum**

The quorum consists of any seven Common Council Governors.

3. **Membership 2014/15**

- 7 (3) John Alfred Barker, O.B.E., Deputy
- 6 (3) David Andrew Graves, Alderman
- 2 (2) Jeremy Paul Mayhew, M.A., M.B.A., *for three years*
- 8 (3) Ann Marjorie Francesca Pembroke
- 5 (3) Jeremy Lewis Simons MSc
- 5 (2) John Alfred Bennett, Deputy
- 2 (2) Marianne Bernadette Fredericks
- 8 (2) John George Stewart Scott, J.P., B.A.(Hons)
- 2 (2) Angela Starling

together with those referred to in paragraph 1 above, two Members to be appointed this day and:-

- the Principal of the Guildhall School for the time being - Prof Barry Ife, C.B.E., F.K.C., Hon. FRAM., B.A.(Hons.), Ph.D., A.L.C.M.
- one Academic Member of the Guildhall School Staff, elected by the Academic Staff - Pamela Lidiard
- one Non-Academic Member of the Guildhall School Staff, elected by the administrative staff - Gareth Higgins
- one Guildhall School Student representative (President of the Student Union for the time being) - Ieuan Davies
- up to 6 Non-City of London Corporation Members with appropriate expertise - Sir Andrew Burns
Christina Coker O.B.E.
Neil Constable
Paul Hughes
Kathryn McDowell, C.B.E., D.L.
Vacancy

4. **Terms of Reference**

To be responsible for:-

- (a) the approval of a strategic plan and the determination of the educational character and the mission/aims of the Guildhall School of Music & Drama and oversight of its activities;
- (b) the approval of an annual Business Plan;
- (c) the approval of annual estimates of income and expenditure;
- (d) the approval of the annual audited financial statements of the Guildhall School of Music & Drama;
- (e) the appointment of the Principal of the Guildhall School of Music & Drama

COMMUNITY & CHILDREN'S SERVICES COMMITTEE

1. **Constitution**

A Ward Committee consisting of,

- two Aldermen nominated by the Court of Aldermen
- up to 33 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides), those Wards having 200 or more residents (based on the Ward List) being able to nominate a maximum of two representatives
- a limited number of Members co-opted by the Committee (e.g. the two parent governors required by law)

In accordance with Standing Order Nos. 29 & 30, no Member who is resident in, or tenant of, any property owned by the City of London and under the control of this Committee is eligible to be Chairman or Deputy Chairman.

2. **Quorum**

The quorum consists of any nine Members. [N.B. - the co-opted Members only count as part of the quorum for matters relating to the Education Function]

3. **Membership 2014/15**

ALDERMEN

- 1 David Andrew Graves
- 2 Timothy Russell Hailes

COMMONERS

9	The Revd. Dr. Martin Dudley	Aldersgate
4	Joyce Carruthers Nash, O.B.E., Deputy	Aldersgate
2	Dhruv Patel	Aldgate
1	Michael Welbank, M.B.E., Deputy	Billingsgate
2	Thomas Charles Christopher Sleigh	Bishopsgate
9	William Harry Dove, M.B.E., J.P., Deputy	Bishopsgate
1	Emma Edhem	Castle Baynard
8	Catherine McGuinness, M.A., Deputy	Castle Baynard
2	Alastair Michael Moss, Deputy	Cheap
8	The Revd. Stephen Decatur Haines, M.A, Deputy	Cornhill
1	David John Bradshaw	Cripplegate
6	Gareth Wynford Moore	Cripplegate
1	Mark Raymond Peter Henry Delano Wheatley	Dowgate
4	Virginia Rounding	Farringdon Within
1	Ann Holmes	Farringdon Within
1	Emma Charlotte Louisa Price	Farringdon Without
2	Adam Fox McCloud Richardson	Farringdon Without
2	Judith Lindsay Pleasance	Langbourn
7	Elizabeth Rogula	Lime Street
5	Henry Llewellyn Michael Jones, Deputy	Portsoken
3	John Fletcher	Portsoken
8	Brian Desmond Francis Mooney, M.A.	Queenhithe
3	Marianne Bernadette Fredericks	Tower
9	William Barrie Fraser, O. B. E., Deputy	Vintry

Together with eight Members, to be appointed this day, in place of the eight Wards (Bassishaw, Bread Street, Bridge, Broad Street, Candlewick, Coleman Street, Cordwainer and Walbrook) not making appointments on this occasion.

4. Terms of Reference

- To be responsible for:-
- (a) the appointment of the Director of Community & Children's Services;
 - (b) the following functions of the City of London Corporation (other than in respect of powers expressly delegated to another committee, sub committee, board or panel):-
 - Children's Services
 - Adults' Services
 - Education
 - Social Services
 - Social Housing (ie. the management of the property owned by the City of London Corporation under the Housing Revenue Account and the City Fund in accordance with the requirements of all relevant legislation and the disposal of interests in the City of London Corporation's Housing Estates (pursuant to such policies as are from time to time laid down by the Court of Common Council)
 - public health (within the meaning of the Health and Social Care Act 2012), liaison with health services and health scrutiny
 - Sport/Leisure Activities
 - management of the City of London Almshouses (registered charity no 1005857) in accordance with the charity's governing instrumentsand the preparation of all statutory plans relating to those functions and consulting as appropriate on the exercise of those functions;
 - (c) making recommendations to the Court of Common Council regarding the constitutional arrangements for the Governing Bodies of the City of London Academies (including Governor appointments);
 - (d) oversight and monitoring of the City of London's sponsorship of its Academies;
 - (e) the management of The City of London Corporation Combined Education Charity (registered charity no. 312836);
 - (f) appointing Statutory Panels, Boards and Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-
 - Housing Management and Almshouses Sub-Committee
 - Health & Social Care Scrutiny Sub-Committee
 - Safeguarding Sub-Committee

GRESHAM COMMITTEE (CITY SIDE)

1. **Constitution**
A Non-Ward Committee consisting of,
 - two Aldermen nominated by the Court of Aldermen
 - nine Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
 - the Right Honourable the Lord Mayor (ex-officio)
2. **Quorum**
The quorum consists of any three Members.
3. **Membership 2014/15**

ALDERMEN

- 1 Ian David Luder, B.Sc.(Econ.)
- 2 Professor Michael Raymond Mainelli

COMMONERS

- 7 (4) Simon D'Olier Duckworth, D.L.
- 4 (4) Dr Giles Robert Evelyn Shilson, Deputy
- 6 (3) Brian Nicholas Harris
- 10 (3) Tom Hoffman, LL.B.
- 13 (2) Anthony Noel Eskenzi, C.B.E., D.Sc., Deputy
- 2 (2) Ian Christopher Norman Seaton

together with the ex-officio Member referred to in paragraph 1 above and three Members to be appointed this day.

4. **Terms of Reference**

To be responsible for:-

- (a) letting and demising the lands and tenements given to this City by Sir Thomas Gresham by his last Will and Testament or otherwise to do and perform all and everything and things according to the true intent and meaning of the said last Will and Testament of the said Sir Thomas Gresham and the several Acts of Parliament for that purpose made with limitations and provisions as in the same are directed;

(Note: The estate, so far as it relates to the land that was left to the City of London Corporation and the Mercers' Company, is administered by the Joint Grand Gresham Committee, which consists of the City Side and an equal number of Mercers. The legal obligations upon the City of London Corporation under the terms of Sir Thomas Gresham's Will, as varied by statute and discharged by the City Side, are limited:-

- (i) to the appointment and payment of four of the Gresham Lecturers, namely those in Divinity, Astronomy, Music and Geometry, and in the provision of a sufficient and proper place for the delivery of the lectures;
 - (ii) to the maintenance of eight almshouses in Ferndale Road, Brixton, to the appointment of eight "almsfolkes" and the payment of a small annual sum to each of them);
- (b) all other City Side matters relating to Gresham College including:-
 - (i) the appointment, from the membership of the Court of Common Council, of one representative to attend General Meetings of the Council of Gresham College and up to four Directors to serve on the Council of Gresham College;
 - (ii) any amendments to the current Memorandum and Articles of Association of Gresham College, other than financial aspects and those which, in the opinion of the Committee, are significant and should be considered by the Court.

ESTABLISHMENT COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- one Alderman nominated by the Court of Aldermen
- 15 Members elected by the Court of Common Council at least two of whom shall have fewer than five years' service on the Court the time of their appointment
- a representative of the Finance Committee

2. **Quorum**

The quorum consists of any four Members.

3. **Membership 2014/15**

ALDERMAN

2 Alan Colin Drake Yarrow

COMMONERS

21 (4) John Alfred Barker, O.B.E., Deputy
2 (2) Nigel Kenneth Challis, *for two years*
2 (2) Richard David Regan, Deputy, *for two years*
4 (4) Elizabeth Rogula
2 (2) Jeremy Paul Mayhew, M.A., M.B.A., *for three years*
28 (3) Joyce Carruthers Nash, O.B.E., Deputy
18 (3) Barbara Patricia Newman, C.B.E.
2 (2) William Harry Dove, M.B.E., J.P., Deputy
2 (2) Wendy Mead
6 (2) Sylvia Doreen Moys
4 (2) Angela Starling

together with the ex-officio Member referred to in paragraph 1 above and four Members to be appointed this day..

4. **Terms of Reference**

- (a) The Establishment Committee has specific authority to deal with or make recommendations to the Court of Common Council where appropriate on all matters relating to the employment of City of London Corporation employees where such matters are not specifically delegated to another Committee. These matters include:-
Conditions of employment;
Superannuation (apart from investments);
Workforce planning;
Wages, salaries structure, job evaluation and staff grading;
Organisation reviews;
Employee relations;
Joint consultation;
Learning and employee development;
Recruitment and selection;
Discipline, dismissal, redundancies in line with the appropriate stages in policy etc;
Occupational health, safety and welfare;
- NB. The exception to this rule is, whilst the support staff in the City of London Police come within the purview of this Committee, the uniformed Police come under the Police Committee.
- (b) To approve:-
(i) Reports of Heads of Departments recommending changes to senior management posts of Grade I and above which need the approval of the Court.
(ii) The structure and application of Job Evaluation Schemes and any amendments thereto.
- (c) To approve and promulgate Human Resources policies and practices so that the City of London Corporation can recruit, retain and motivate its employees and carry out its functions to the highest standards of quality and cost effectiveness;
- (d) To instigate and promulgate organisational reviews of departments and to approve their reports and comments on proposed changes in organisation to ensure that manpower resources are deployed in an efficient and effective manner.

- (e) To make amendments to:-
 - (i) the general terms and conditions of employment which are contained in the employee handbook, such as working hours, annual leave, superannuation, leave of absence, allowances, maternity provisions, and sick pay;
 - (ii) those procedures which form part of the contract of employment to include the grievance, disciplinary, capability, harassment, and appeals procedures, the learning and employee development scheme, motor car, and motorcycle assisted purchase scheme and the staff suggestion scheme.
- (f) To appoint seven members (including the representative of the Finance Committee):-
 - (i) to act as the Employer's side of the Joint Consultative Committee when meeting 8 members of the recognised unions, AMICUS and GMB for the purpose of collective consultation and negotiation on general matters relating to salaries and terms and conditions of service etc. of City of London Corporation employees up to and including Grade G but excluding teachers and City Police Officers;
 - (ii) to act as the Employer's side of the Senior Management Joint Consultative Committee when meeting representatives of senior management of grades H and above, including High and Table Officers, for the purpose of collective consultation and negotiation on general matters relating to salaries and terms and conditions of service, etc;
- (g) To increase Judges' salaries if they follow the recommendations of the Top Review Board and are approved by the Lord Chancellor.
- (h) To increase the salary of the Coroner if it follows the recommendations of the Joint Negotiating Committee for Coroners.
- (i) To consider submissions of the Board or Boards of Governors relating to teaching staff, which, inter alia, may have to be finally submitted to the Court of Common Council.
- (j) To approve any increase in the salaries for teachers at the three City Schools if they are in excess of that recommended by the School Teachers' Review Body and any proposed changes to the basic salary structure or restructuring of the common pay spine for teachers.
- (k) To approve:-
 - (i) the learning and employee development policy, strategy and budget;
 - (ii) the Health and Safety and Occupational Health policies and strategies.
- (l) To be the service Committee for the following Departments:-
Town Clerk's
Comptroller and City Solicitor's
- (m) To be responsible for the appointment of the Coroner (and see (h) above).
- (n) In accordance with the Scheme of Delegation, to receive details of:
 - i) redundancies and early retirements
 - ii) Professional Fees and Annual Subscriptions
 - iii) Market Forces Supplements
 - iv) Long Service Awards
 - v) payment to an officer of an honorarium, gratuity or payment for extra services
 - vi) the extension of service of an officer who has reached retirement age or for an extension of sick leave of an officer whether on full or half pay
- (o) To be responsible for the monitoring and control of overtime, sickness absence, changes to staffing resources, equal opportunities, job evaluation and the termination of employment.

OPEN SPACES & CITY GARDENS COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- eight Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
 - the Chairman and Deputy Chairman of the Epping Forest & Commons Committee
 - the Chairman and Deputy Chairman of the Hampstead Heath, Highgate Wood & Queen's Park Committee

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2014/15**

- 4 (4) Wendy Mead
- 4 (4) Michael Welbank, M.B.E., Deputy
- 4 (3) Alexander John Cameron Deane, Deputy
- 2 (2) Jeremy Lewis Simons M.Sc., *for three years*
- 2 (2) Robert Picton Seymour Howard, Deputy
- 2 (2) Barbara Patricia Newman, C.B.E.

Together with the ex-officio Members referred to in paragraph 1 above and two Members to be appointed this day.

4. **Terms of Reference**

To be responsible for:-

Open Spaces

- (a) dealing with, or making recommendations to the Court of Common Council where appropriate, all matters relating to the strategic management (eg. policy, financial and staffing) of the City of London Corporation's open spaces where such matters are not specifically the responsibility of another Committee; and
- (b) the appointment of the Director of Open Spaces (in consultation with the Port Health and Environmental Services Committee);

City Open Spaces

- (c) the management and day-to-day administration of the gardens, churchyards and open spaces in the City under the control of the Common Council, together with Bunhill Fields Burial Ground;
- (d) arrangements for the planting and maintenance of trees and other plants and shrubs in open spaces and in footpaths adjacent to highways in the City;
- (e) advising on applications for planning permission relating in whole or in part to the gardens, churchyards or open spaces in the City under the control of the Common Council; and
- (f) the functions of the Common Council under the Local Government (Miscellaneous Provisions) Act 1976 to make safe by felling, or otherwise, dangerous trees in the City generally on receipt of notices served on the City of London Corporation in the circumstances set out in Section 23 of the Act and where trees are in danger of damaging property.

WEST HAM PARK COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- eight Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment; the membership to be the same as the Open Spaces & City Gardens Committee.
- plus the following:-
 - four representatives nominated by the Heirs-at-Law of the late John Gurney
 - one representative nominated by the Parish of West Ham
 - two representatives nominated by the London Borough of Newham

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2014/15**

- 4 (4) Wendy Mead
- 4 (4) Michael Welbank, M.B.E., Deputy
- 4 (3) Alexander John Cameron Deane, Deputy
- 2 (2) Jeremy Lewis Simons M.Sc., *for three years*
- 2 (2) Robert Picton Seymour Howard, Deputy
- 2 (2) Barbara Patricia Newman, C.B.E.

Together with the ex-officio Members referred to in paragraph 1 above, two Members to be appointed this day and:-

Four representatives appointed by the heirs-at-law of the late John Gurney:-

- Catherine Bickmore
- Robert Cazenove (Heir-at-Law)
- Richard Gurney
- Justin Meath-Baker

One representative appointed by the incumbent or priest, for the time being, in charge of the present benefice of West Ham:-

- The Revd. Stennett Kirby

Two representatives appointed by the London Borough of Newham

- Councillor Joy Laguda, M.B.E.
- Councillor Bryan Collier, M.B.E.

4. **Terms of Reference**

To:-

- (a) have regard to the overall policy laid down by the Open Spaces & City Gardens Committee;
- (b) be responsible for the ownership and management of West Ham Park (registered charity no. 206948) in accordance with the terms of conveyance of the Park by John Gurney, Esq. to the City of London Corporation dated 20th July 1874 and in accordance with the Licence in Mortmain dated 22nd May 1874 and the management of a Nursery; and
- (c) authorise the institution of any criminal or civil proceedings arising out of the exercise of its functions.

EPPING FOREST & COMMONS COMMITTEE

1. **Constitution**
A Non-Ward Committee consisting of,
- two Aldermen nominated by the Court of Aldermen
 - 8 Members elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
 - the Chairman and Deputy Chairman of the Open Spaces & City Gardens Committee (ex-officio)
 - plus, for the consideration of business relating to Epping Forest only, four Verderers elected or appointed pursuant to the Epping Forest Act 1878.

2. **Quorum**
The quorum consists of any five Members.
For the purpose of non-Epping Forest related business the quorum must consist of five Committee Members who must be Members of the Court of Common Council.

3. **Membership 2014/15**

ALDERMEN

7 Gordon Warwick Haines
2 Jeffrey Richard Evans

COMMONERS

4 (4) Virginia Rounding
2 (2) Ian Christopher Norman Seaton, *for two years*
4 (3) George Christopher Abrahams
11 (3) John Alfred Barker, O.B.E., Deputy
6 (2) Stanley Ginsburg J.P., Deputy
10 (2) Catherine McGuinness, M.A., Deputy

together with the ex-officio Members referred to in paragraph 1 above, two Members to be appointed this day and:-

Verderers pursuant to the provisions of the Epping Forest Act, 1878:-

- Mr. P. Adams
- Mr. M. Chapman
- Mr. R. Morris, O.B.E.
- Dr. J. Thomas

4. **Terms of Reference**

- (a) To be responsible, having regard to the overall policy laid down by the Open Spaces & City Gardens Committee, for:-
- (b) exercising of the powers and duties of the Court of Common Council as Conservators of Epping Forest (registered charity no. 232990) and the various additional lands which have been acquired to protect the Forest in accordance, where appropriate, with the Epping Forest Acts 1878 and 1880 (as amended) and all other relevant legislation.
- (c) the ownership and management of the following open spaces in accordance with the provisions of the Corporation of London Open Spaces Act 1878:-
Coulsdon and other Commons (registered charity no. 232989), the other Commons being Kenley Common, Farthing Downs and Riddlesdown
West Wickham Common and Spring Park (registered charity no. 232988)
Ashted Common (registered charity no. 1051510)
Burnham Beeches and Stoke Common (registered charity no. 232987)
- (d) appointing such Consultative Committees as are considered necessary for the better performance of its duties including:-
Ashted Common Consultative Committee
Burnham Beeches Consultative Committee
Coulsdon Commons Consultative Committee
Epping Forest Centre Joint Consultative Committee
West Wickham Commons Consultative Committee

HAMPSTEAD HEATH, HIGHGATE WOOD & QUEEN'S PARK COMMITTEE

1. **Constitution**

A Non-Ward Committee appointed pursuant to the London Government Reorganisation (Hampstead Heath) Order 1989 consisting of not fewer than 18 Members in the following categories:-

- not fewer than 12 Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the Chairman and Deputy Chairman of the Open Spaces & City Gardens Committee (ex-officio)
- plus, for the consideration of business relating to Hampstead Heath only, at least six representatives who must not be Members of the Court of Common Council or employees of the City of London Corporation and at least six of whom are to be appointed as follows:-
 - one after consultation with the London Borough of Barnet
 - one after consultation with the London Borough of Camden
 - one after consultation with the owners of the Kenwood lands
 - three after consultation with bodies representing local, ecological, environmental or sporting interests

The Chairman of the Committee shall be elected from the City Corporation Members.

2. **Quorum**

A. For Hampstead Heath business the quorum consists of seven Members, at least one of whom must be a non-Common Council Member.

B. For Highgate Wood and Queen's Park business the quorum consists of three Members.

3. **Membership 2014/15**

- 4 (4) The Revd. Dr. Martin Dudley
- 4 (4) Clare James, M.A.
- 2 (2) Thomas Charles Christopher Sleigh, *for two years*
- 6 (3) Barbara Patricia Newman, C.B.E.
- 4 (3) Virginia Rounding
- 3 (3) John Richard Owen-Ward, M.B.E., Deputy
- 13 (2) John Alfred Barker, O.B.E., Deputy
- 9 (2) Jeremy Lewis Simons MSc.
- 2 (2) John Stuart Penton Lumley, Professor

Together with the ex-officio Members referred to in paragraph 1 above, three Members to be appointed this day and the following representatives from outside organisations:-

Heath and Hampstead Society	-	Tony Ghilchik
English Heritage	-	Vacancy
Royal Society for the Protection of Birds	-	Martyn Foster
London Borough of Barnet	-	Councillor Melvin Cohen
London Borough of Camden	-	Councillor Sally Gimson
Ramblers' Association/Open Spaces Society	-	Maija Roberts

4. **Terms of Reference**

To be responsible, having regard to the overall policy laid down by the Open Spaces & City Gardens Committee, for:-

Hampstead Heath

- (a) devising and implementing the City of London Corporation's policies and programmes of work in relation to Hampstead Heath (registered charity no. 803392) (and, in fulfilling those purposes, to have regard to any representations made to it by the Hampstead Heath Consultative Committee) in accordance with the London Government Re-organisation (Hampstead Heath) Order 1989;
- (b) exercising all the City of London Corporation's powers and duties relating to Hampstead Heath, including those set out in Regulation 5 of the London Government Re-organisation (Hampstead Heath) Order 1989, or in any Act or Statutory Instrument consolidating, amending or replacing the same;

Highgate Wood & Queen's Park

- (c) devising and implementing the City of London Corporation's policies and programmes of work in relation to Highgate Wood and Queen's Park (registered charity no. 232986) (and, in fulfilling those purposes, to have regard to any representations made to it by the Highgate Wood Joint Consultative Committee and the Queen's Park Joint Consultative Group) in accordance with the provisions of the Highgate Wood and Kilburn Open Spaces Act 1886;

Consultative Committees

- (d) appointing such Consultative Committees as are considered necessary for the better performance of its duties including a,
 - Hampstead Heath Consultative Committee
 - Highgate Wood Joint Consultative Committee
 - Queen's Park Joint Consultative Group

FREEDOM APPLICATIONS COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of:-

- two Aldermen nominated by the Court of Aldermen
- the following ex-officio Members:-
- the Chief Commoner
- the Chairman and a Deputy Chairman of the Policy & Resources Committee

2. **Quorum**

The quorum consists of any three Members.

3. **Membership 2014/15**

Sir David Howard, Bt., M.A., D.Sc., Alderman
Sir David Hugh Wootton, Alderman

together with the ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**

To examine and report back on any applications for the Freedom referred to the Committee by the Court of Common Council.

BARBICAN RESIDENTIAL COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- 11 Members who are non-residents of the Barbican Estate elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- three Members nominated by each of the following Wards:-
 - Aldersgate
 - Cripplegate Within
 - Cripplegate Without
- the Chairman or Deputy Chairman of the Community & Children's Services Committee (ex-officio)

The Chairman and Deputy Chairman of the Committee shall be elected from the Members who are non-residents of the Barbican Estate.

2. **Quorum**

The quorum consists of any four Members who are non-residents of the Barbican Estate.

3. **Membership 2014/15**

Non-Residents:-

- 4 (4) William Harry Dove, M.B.E., J.P., Deputy
- 3 (2) Jeremy Paul Mayhew, M.A., M.B.A., *for two years*
- 6 (4) Gareth Wynford Moore
- 6 (3) Michael Hudson
- 2 (2) Graham David Packham, *for three years*
- 2 (2) Philip John Woodhouse, *for three years*
- 2 (2) Alex Bain-Stewart M.Sc., J.P.
- 2 (2) Christopher Paul Boden

Residents:-

Nominations by the Wards of Aldersgate and Cripplegate (Within and Without), each for the appointment of three Members

Aldersgate

Randall Keith Anderson
John Stuart Penton Lumley, Professor
Joyce Carruthers Nash, O.B.E., Deputy

Cripplegate (Within)

David John Bradshaw
Vivienne Littlechild
Angela Starling

Cripplegate (Without)

John Tomlinson, B.A., M.Sc., Deputy
Stephen Douglas Quilter, B.Sc.(Hons.)
Chris Punter

together with the ex-officio Members referred to in paragraph 1 above and three Members to be appointed this day.

4. **Terms of Reference**

To be responsible for:-

- (a) the management of all completed residential premises and ancillary accommodation on the Barbican Estate, eg. the commercial premises, launderette, car parks, baggage stores, etc. (and, in fulfilling those purposes, to have regard to any representations made to it by the Barbican Estate Residents' Consultation Committee);
- (b) the disposal of interests in the Barbican Estate pursuant to such policies as are from time to time laid down by the Court of Common Council.

BARBICAN CENTRE BOARD

1. Constitution

A Non-Ward Committee consisting of,

- eight Members elected by the Court of Common Council for three year terms, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment.
- five non-Common Council representatives appointed by the Committee, of which at least two should be drawn from the arts world
- a representative of the Policy & Resources Committee
- a representative of the Finance Committee
- the Chairman of the Board of Governors of the Guildhall School of Music & Drama (ex-officio)
- the Chairman of the Barbican Centre Trust (ex-officio)
- the Chairman of the Culture, Heritage & Libraries Committee (ex-officio)

The Chairman of the Board shall be elected from the City Corporation Members.

There is a maximum continuous service limit of three terms of three years.

2. Quorum

The quorum consists of any five Members elected by the Court of Common Council.

3. Membership 2014/15

- 7 (3) Catherine McGuinness, M.A., Deputy
- 3 (3) Richard David Regan, Deputy
- 3 (3) Jeremy Lewis Simons M.Sc.
- 9 (2) Jeremy Paul Mayhew, M.A., M.B.A.
- 4 (2) John Tomlinson, B.A., M.Sc., Deputy

together with:-

Roly Keating)	Up to five non-Common Council Members appointed by the Committee
Sir Brian McMaster)	
Guy Nicholson)	
Keith Salway)	
Trevor Phillips)	

together with the ex-officio Members referred to in paragraph 1 above and three Members to be appointed this day.

4. Terms of Reference

To be responsible for:-

- (a) the strategic direction, management, operation and maintenance of the Barbican Centre, having determined the general principles and financial targets within which the Centre will operate;
- (b) the appointment of the Managing Director of the Barbican Centre;
- (c) the Centre's contribution to the City of London Corporation's key policy priority, 'Increasing the impact of the City's cultural and heritage offer on the life of London and the nation', viz: -
 - i) the provision of world-class arts and learning by the Centre for the education, enlightenment and entertainment of all who visit it; and
 - ii) the provision of access to arts and learning beyond the Centre;
- (d) the creation of enterprise and income-generating support for the Centre.

THE CITY BRIDGE TRUST COMMITTEE

1. **Constitution**
A Non-Ward Committee consisting of,
 - two Aldermen nominated by the Court of Aldermen
 - 12 Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
 - the Right Honourable the Lord Mayor (ex-officio)

2. **Quorum**
The quorum consists of any five Members.

3. **Membership 2014/15**

ALDERMEN

- 3 Alison Jane Gowman
- 2 Matthew Richardson

COMMONERS

- 8 (4) Kenneth Edwin Ayers, M.B.E., Deputy
- 2 (2) Marianne Bernadette Fredericks, *for two years*
- 4 (4) Jeremy Paul Mayhew, M.A., M.B.A.
- 2 (2) Stanley Ginsburg J.P., Deputy, *for three years*
- 11 (3) William Harry Dove, M.B.E., J.P. , Deputy
- 3 (3) Ian Christopher Norman Seaton
- 2 (2) Stuart John Fraser, C.B.E.
- 4 (2) Vivienne Littlechild J.P.
- 4 (2) Charles Edward Lord, O.B.E., J.P.

together with the ex-officio Member referred to in paragraph 1 above and three Members to be appointed this day.

4. **Terms of Reference**

- (a) To determine all applications for grants pursuant to the Cy Pres Scheme for the administration of the Charity known as the Bridge House Estates, made by the Charity Commissioners on 9 February 1995 and brought into effect by the Charities (The Bridge House Estates) Order 1995, as respects the following purposes:-
 - (i) in or towards the provision of transport and access to it for elderly or disabled people in the Greater London area; and,
 - (ii) for other charitable purposes for the general benefit of the inhabitants of Greater London; other than grants above a sum of £500,000.
- (b) Subject to the terms of the Cy Pres Scheme and criteria as to the eligibility and treatment of applications specified from time to time by the Court of Common Council:-
 - (i) to review the criteria referred to above and to make recommendations to the Court of Common Council for changes thereto;
 - (ii) to determine conditions and other requirements to be imposed in connection with grants that are approved;
 - (iii) in considering the application of surplus income in accordance with clause 2 of the said Scheme, the Trustee shall consult with such person, bodies corporate, local authorities, government departments and agencies, charities, voluntary organisations and other bodies as the Trustee may think appropriate from time to time; and,
 - (iv) to review, as necessary, the amounts, nature and spread of grants approved or refused, and the operation of administrative arrangements for the Scheme.
- c) To be involved in the process for the appointment of the Chief Grants Officer, as appropriate.

STANDARDS COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- one Alderman appointed by the Court of Aldermen
- seven Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- four representatives (with no voting rights) who must not be Members of the Court of Common Council or employees of the City of London Corporation

None of the appointed shall serve on the Committee for more than two terms, a maximum of eight years in total.

N.B. Three independent persons are also appointed pursuant to the Localism Act 2011.

2. **Quorum**

The quorum consists of three Members, at least one of whom must be a non-Common Council Member.

3. **Membership 2014/15**

ALDERMAN

2 Julian Malins

COMMONERS

- 2 (2) Charles Edward Lord, O.B.E., J.P., *for two years*
- 2 (2) Nigel Kenneth Challis, *for three years*
- 2 (2) Oliver Arthur Wynlayne Lodge, T.D, B.Sc.

together with four non-Common Council Members:-

Judith Barnes (*appointed for a four year term expiring in December 2017*)

Felicity Lusk (*appointed for a four year term expiring in December 2017*)

Two vacancies

together with four Members to be appointed this day.

4. **Terms of Reference**

To be responsible for:-

- (a) promoting and maintaining high standards of conduct by Members and Co-opted Members of the City of London Corporation and to assist Members and Co-opted Members to observe the City of London Corporation's Code of Conduct;
- (b) preparing, keeping under review and monitoring the City of London Corporation's Member Code of Conduct and making recommendations to the Court of Common Council in respect of the adoption or revision, as appropriate, of such Code of Conduct;
- (c) keeping under review by way of an annual update by the Director of HR, the City of London Corporation's Employee Code of Conduct;
- (d) keeping under review and monitoring the Protocol on Member/Officer Relations;
- (e) advising and training Members and Co-opted Members on matters relating to the City of London Corporation's Code of Conduct;
- (f) dealing with any allegations of breach of the City of London Corporation's Code of Conduct in respect of Members and Co-opted Members, and in particular:
 - (i) to determine whether any allegation should be investigated by or on behalf of the Town Clerk or the Monitoring Officer and their findings reported to the Committee;
 - (ii) in relation to any allegation that it has decided to investigate, to determine whether there has been a breach of the Code of Conduct, taking into account the views of an Independent Person appointed under the Localism Act 2011;
 - (iii) where there has been a breach of the Code of Conduct, to determine the appropriate sanction, and where this involves removal of a Member or Co-opted Member from any committee or sub-committee, to make an appropriate recommendation to the relevant appointing body;
 - (iv) to determine any appeal from a Member or Co-opted Member in relation to a finding that they have breached the Code of Conduct and/or in relation to the sanction imposed; and
- (g) monitoring all complaints referred to it and to prepare an annual report on its activity for submission to the Court of Common Council.

LICENSING COMMITTEE

1. **Constitution**
A Non-Ward Committee consisting of 15 Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment.
2. **Quorum**
The quorum consists of any five Members.
3. **Membership 2014/15**
 - 10 (4) Alex Bain-Stewart M.Sc., J.P.
 - 12 (4) Kevin Malcolm Everett, D.Sc.
 - 4 (4) Sophie Anne Fernandes
 - 4 (4) James Richard Tumbridge
 - 10 (2) John Alfred Barker, O.B.E., Deputy, *for three years*
 - 11 (3) The Revd. Dr. Martin Dudley
 - 6 (3) Marianne Bernadette Fredericks
 - 4 (2) Peter Gerard Dunphy
 - 2 (2) Jamie Ingham Clark
 - 12 (2) Charles Edward Lord, O.B.E., J.P.
 - 12 (2) Chris Punter

Together with four Members to be appointed this day.
4. **Terms of Reference**
To be responsible for:-
 - (a) the City of London Corporation's licensing functions under the following legislation:-
 - (i) Licensing Act 2003:-
 - (ii) Gambling Act 2005:-
 - (iii) Local Government (Miscellaneous Provisions) Act 1982, as amended by the Policing and Crime Act 2009:-
 - (a) the licensing of sexual entertainment venues
 - (b) action to prohibit the consumption of alcohol in designated public places as detailed in sections 12-16 of the Criminal Justice and Police Act 2001 and the Local Authorities (Alcohol Consumption in Designated Public Places) Regulations 2001
 - (c) the implementation of those sections of any Acts of Parliament and/or European Legislation which direct that the local authority take action in respect of those duties listed at (a) above, including the functions contained in Sections 2(1) and 2(2) of the Hypnotism Act 1952
 - (d) determining which of its functions and responsibilities may be delegated to enable the Director of Markets and Consumer Protection to act on its behalf.
 - (b) The appointment of the Director of Markets and Consumer Protection (in consultation with the Port Health and Environmental Services Committee and the Markets Committee);
 - (c) Making recommendations to the Court of Common Council regarding:-
 - (i) the City Corporation's Statement of Licensing Policy; and
 - (ii) The Statement of Licensing Principles in respect of the Gambling Act 2005.

GUILDHALL IMPROVEMENT COMMITTEE

1. A Non-Ward Committee consisting of,
 - the Chairman and a Deputy Chairman of the Policy & Resources Committee
 - the Chairman and Deputy Chairman of the Finance Committee
 - the Chairman of the Planning & Transportation Committee or his/her representative
 - a representative of the Corporate Asset Sub-Committee
 - Sir Michael Snyder, Deputy
2. **Quorum**
The quorum consists of any three Members.
3. **Membership 2014/15**
The ex-officio Members referred to in paragraph 1 above, together with Deputy Sir Michael Snyder.
4. **Terms of Reference**
In respect of the project to refurbish the North Wing, West Wing, Old Library, Old Museum and Justice Rooms of the Guildhall Complex, to be responsible for:-
 - (i) overall direction;
 - (ii) review of progress;
 - (iii) decisions on significant option development and key policy choices.

HEALTH & WELLBEING BOARD

1. **Constitution**

A Non-Ward Committee consisting of,

- three Members elected by the Court of Common Council (who shall not be members of the Health and Social Care Scrutiny Sub-Committee)
- the Chairman of the Policy and Resources Committee (or his/her representative)
- the Chairman of Community and Children's Services Committee (or his/her representative)
- the Chairman of the Port Health & Environmental Services Committee (or his/her representative)
- the Director of Public Health or his/her representative
- the Director of the Community and Children's Services Department
- a representative of Healthwatch appointed by that agency
- a representative of the Clinical Commissioning Group (CCG) appointed by that agency
- a representative of the SaferCity Partnership Steering Group
- the Environmental Health and Public Protection Director
- a representative of the City of London Police appointed by the Commissioner

2. **Quorum**

The quorum consists of five Members, at least three of whom must be Members of the Common Council or officers representing the City of London Corporation.

3. **Membership 2014/15**

- 2 (2) Gareth Wynford Moore, *for two years*
- 2 (2) Vivienne Littlechild J.P., *for three years*
- 2 (2) Joyce Carruthers Nash, O.B.E., Deputy

Together with the Members referred to in paragraph 1.

Co-opted Members

The Board may appoint up to two co-opted non-City Corporation representatives with experience relevant to the work of the Health and Wellbeing Board.

4. **Terms of Reference**

To be responsible for:-

- a) carrying out all duties conferred by the Health and Social Care Act 2012 ("the HSCA 2012") on a Health and Wellbeing Board for the City of London area, among which:-
 - i) to provide collective leadership for the general advancement of the health and wellbeing of the people within the City of London by promoting the integration of health and social care services; and
 - ii) to identify key priorities for health and local government commissioning, including the preparation of the Joint Strategic Needs Assessment and the production of a Joint Health and Wellbeing Strategy.

All of these duties should be carried out in accordance with the provisions of the HSCA 2012 concerning the requirement to consult the public and to have regard to guidance issued by the Secretary of State;

- b) mobilising, co-ordinating and sharing resources needed for the discharge of its statutory functions, from its membership and from others which may be bound by its decisions; and
- c) appointing such sub-committees as are considered necessary for the better performance of its duties.

5. **Substitutes for Statutory Members**

Other Statutory Members of the Board (other than Members of the Court of Common Council) may nominate a single named individual who will substitute for them and have the authority to make decisions in the event that they are unable to attend a meeting.



Report of the Policy & Resources Committee

Creation of an Education Board

To be presented on Thursday 1st May 2014

*To the Right Honourable The Lord Mayor, Aldermen and Commons
of the City of London in Common Council.*

Summary

On the 24th October 2014 the Court of Common Council approved an Education Strategy. Contained within that strategy was a proposal for the establishment of an overarching education body. Your Policy and Resources, with the concurrence of the Community and Children's Services Committee, now seeks to establish an Education Board as a grand committee of the Court of Common Council. The recommendations also have the full support of the Education Strategy Working Party.

The proposed Board will review and have oversight of the City Corporation's education-related activities and oversee the implementation of the Education Strategy. It will be responsible for reviewing the strategy and making recommendations to Committees and the Court as appropriate on the delivery of the City Corporation's vision and strategic objectives in this area. The Board will have responsibility for distributing funds allocated to it for educational purposes. It will also be responsible for the City academy schools and the City Corporation's role as a school sponsor. Further information on how the Board will exercise its duties is given in paragraph 10 of the report.

The membership of the Board will be drawn from the Court and makes provision for the appointment of external representatives. The structure of the Board and its activities is also outlined, including the creation of officer forums designed to promote communication and collaboration across the City Corporation's education offer, which will link with the Education Board.

Recommendations

We **recommend** that the Court of Common Council grants approval to:

- a) Establish a grand committee of the Court of Common Council, to be known as the Education Board;
- b) Set the terms of reference of the Education Board as set out in paragraph 9 of the report, including to:
 - i. Transfer responsibility for the City Corporation's academy schools and appointment of academy school governors from the Community & Children's Services Committee to the Education Board.
 - ii. Delegate responsibility to the Education Board to appoint the City of London Corporation's representative on school governing bodies where nomination rights are granted and which do not fall within the remit of any other committee.
 - iii. Delegate responsibility to the Education Board to distribute the funds allocated to it for educational purposes.
- c) Establish the membership of the Board as set out in paragraph 11 of the main report, including reserving two places on the Education Board for existing Common Council Members of the Education Strategy Working Party for one year only.
- d) Require the Education Board to report on its activities and outcomes after one year of its operation.
- e) Approve City-school governor appointments to follow the academic rather than civic year.

Main Report

Background

1. The recently adopted Education Strategy recommended that the City Corporation establishes *an overarching education body with responsibility for providing strategic oversight and monitoring of the education strategy. The body should be distinct from other City committees and have a regular cycle of reporting on the performance of City schools, governance and enrichment opportunities.*
2. It further recommended that the City Corporation should *create terms of reference that appropriately differentiate the responsibilities of the education body and other City committees such as the Community and Children's Services Committee and the service committees providing the wider educational opportunities.*
3. The City Corporation previously had an Education Committee that had responsibility for overseeing the City Corporation's role as a local authority (LA). These statutory responsibilities were amalgamated into the work of the Community and Children's Services Committee when that committee was established.
4. The LA function is, however, only one part of the City's much wider education offer. This includes education at primary, secondary and higher levels in the maintained, independent and academy sectors. It also includes non-academic

education through its cultural and historical institutions, learning programmes in its open spaces, and training and employability services through the City Corporation itself and via a range of partner organisations and businesses.

5. As the education strategy highlighted, there has hitherto been no central oversight of these activities that has the ability to identify links, bring these activities together, and maximise their contribution to the City's corporate strategy.

Current Position

6. The proposals set out in this report represent the culmination of discussions at the Education Strategy Working Party, Policy and Resources Committee and the Community and Children's Services Committee. These discussions have focused on:

- the proposed role of the body;
- its functions;
- the level of oversight of the City Corporation's education offer;
- its interaction with other City Corporation committees;
- its membership; and
- how information would flow to the body.

7. The primary purpose of the new body is to have oversight of the education strategy, its implementation and review. The strategy is split into five parts: developing the portfolio, the City community, the City schools, educational outreach, and the education to employment link. To ensure that the new body can effectively discharge its function as custodian of the strategy it should be incorporated into the review process for activities within these parts.

Terms of reference

8. Except where specific responsibilities are recommended for transfer to it, the Board will not take over the role of other City Corporation committees. Rather, it is proposed as a vehicle for taking a strategic overview and looking holistically at the City's overall education offer, to ensure that the City's spending in this area is being used in accordance with the City's education strategy and more generally its corporate strategy. These are reflected in the following terms of reference which are recommended for adoption.

9. It is proposed that the following terms of reference are adopted for the Education Board:

- To monitor and review the City of London Education Strategy, and to oversee its implementation in consultation with the appropriate City of London Committees; referring any proposed changes to the Court of Common Council for approval.
- To oversee generally the City of London Corporation's education activities; consulting with those Committees where education responsibilities are expressly provided for within the terms of reference of these Committees; and liaising with the City's affiliated schools and co-sponsors.

- To be responsible for the oversight and monitoring of the City of London's sponsorship of its Academies, including the appointment of governors.
- To appoint the City of London Corporation's representative on school governing bodies where nomination rights are granted and which do not fall within the remit of any other committee.
- To monitor the frameworks for effective accountability, challenge and support in the City schools*.
- To be responsible for the distribution of funds specifically allocated to it for education purposes, in accordance with the City of London Corporation's strategic policies.
- Oversight of the City of London Corporation's education-business link activities.

**In this report the expression "the City schools" means, as stated in the education strategy, those schools for which the City has direct responsibility, as proprietor, sponsor or LA, namely : The Sir John Cass Foundation Primary School, The City Academy Hackney, the City of London Academy Southwark, the City of London Academy Islington, the City of London School, the City of London School for Girls, and the City of London Freeman's School, and, when the federation with the City of London Academy Southwark is approved, Redriff Primary School.*

Responsibilities

10. Through exercising its responsibilities the Board will have oversight of the City's wider education offer. This is particularly true of its responsibility to implement, monitor and review the Education Strategy. Below is an assessment of those responsibilities and a guide on how these would be discharged:

Implementing, monitoring and reviewing the Education Strategy

The Board would monitor the implementation of the recommendations and undertake the review of the strategy after 18 months. It would also consider how the City's educational activities for under-4 and post-18 could be incorporated into the strategy.

To oversee generally the City of London Corporation's education activities and liaising with the City's affiliated schools and co-sponsors.

The Board would feed into the City's education activities across the organisation. Where these activities fall within the remit of other City committees the Board will seek to consult with these Committees on these areas. The Board will also have oversight of the City's relationship with the affiliated schools, such as King Edward's School Witley and Christ's Hospital School. It will also ensure that the City has regular communication with the other City academy co-sponsors.

Promoting opportunities for children resident in the City

The strategy outlined the City Corporation's vision for ensuring that every child resident in the City has access to high quality education and opportunities. The primary responsibility for children resident in the City rests with the Community & Children's Services Committee. The new Board would liaise with this committee to ensure that the vision is being realised.

Oversight of the City's role as a sponsor of academies

The expectation placed on academy sponsors has changed significantly since the City Corporation opened its first academy in 2003. There is more scrutiny from government and leadership and governance has become one quarter of the Ofsted inspection framework. Additionally there are proposals that OFSTED should inspect sponsors themselves. The City Corporation must ensure that it exercises its responsibilities as an academy sponsor so that it continues to strive for academic excellence whilst providing the effective leadership, scrutiny and support expected of it. It is therefore proposed that the Board will have responsibility for the appointment of City academy school governors and for liaising with those governors to monitor progress and contribution to the Education Strategy. If approved, this responsibility will be transferred from the Community & Children's Services Committee.

Appoint the City of London Corporation's representative on school governing bodies where nomination rights are granted and which do not fall within the remit of any other committee.

The City Corporation may be awarded nomination rights to school governing bodies based on factors such as association, support and sponsorship. For example, the City Corporation has been granted a position on the governing body of Prior Weston Primary School, located on the edge of the City in Islington. In addition to appointing governors to the City academies, the Education Board will appoint these City representative governors.

Ensuring that the City's contribution to governance of the schools is effective

The scrutiny of school governance arrangements has increased and the City will be under pressure from government to ensure that it has effective governance arrangements in its schools. It is proposed that more comprehensive arrangements are developed to ensure that City governors are appropriately appointed, inducted, trained and have the necessary support to be effective in their roles. This would include feeding into the process for appointing City governors to the City schools, although only directly appointing sponsor governors to the City academy schools through its role as a sponsor.

Liaising with City-appointed governors at the City's family of schools to monitor progress and contribution towards the education strategy

Besides the City's responsibility as an academy sponsor, its responsibilities as an independent school proprietor are as equally important. It must ensure that the schools are academically strong and provide the opportunities to fee-paying pupils expected of a top independent school. The governing bodies of these schools are well-established in the City's corporate governance framework. To ensure that the City continues to provide the effective leadership, scrutiny and support expected of an independent school proprietor, the Board should review this through liaising with the respective governing bodies.

Oversight of the City's support of and liaison with the City's family of schools and their contribution to the City's education offer, and foster collaboration between the schools

The body would bring together the activities directed through the Heads Forum outlined below to coordinate the City Corporation's education offer and provide a central point for activities being promoted and taken by the City schools. It will also promote areas and activities where the City schools can collaborate, share knowledge and support each other.

To have responsibility for the distribution of the City's education funding allocation.

It is proposed that the new body is responsible for the new City's Cash funding provision for schools. This funding allocation will include provision for central education-related resources. This funding will not be confined to one aspect of the education offer but will be made available for educational purposes. It will be for the new body to decide how much will be allocated and for what purpose.

Reviewing the City's Cash funding allocations and criteria for funding to the City schools

The City contributes funding from City's Cash across its education offer. It is delivered to a variety of organisations through a myriad of funding streams and under different criteria. The Education Board will advise the Resource Allocation Sub-Committee on how existing funds are spent in line with City priorities. As part of this the Board would take responsibility for reviewing the criteria for funding allocated from this provision.

Oversight of proposals for expanding the City schools offer

One of the strategy's strategic objectives is to explore opportunities to expand the City's education portfolio. To achieve this, a mechanism needs to be created to assess opportunities to increase the number of City schools. The responsibility for reviewing the results of this process will fall under the remit of the Board.

Reviewing the City's educational outreach offer

The Board would have oversight of the activities directed through the officer Outreach Forum to coordinate the City's educational enrichment offer and provide central coordination and monitoring of the opportunities being made available to both City schools and schools across London. It would receive reports from the group and be made aware of any new opportunities that the City will take advantage of in this area.

Reviewing the City's activities to support the transition from education to employment and education-business link activities

The oversight of employability activities of the Economic Development Office would remain within the remit of the Policy & Resources Committee. The Education Board would, however, review those activities that directly link to the transition from full-time education to employment. The Education Board would have oversight of those activities that link education with businesses through training programmes, apprenticeships, and work experience amongst others, through its link to the Employability Group. The scrutiny of work of individual departments is already contained within the terms of reference of some committees, such as: adult services within the responsibility of the Community & Children's Services Committee; and economic development activity within the responsibility of the Policy & Resources Committee. Where

there is crossover, the Education Board will work in consultation with these committees.

Membership

11. Following an assessment of the membership of other City Corporation committees and the recommendations of the last City Corporation governance review, the following membership is proposed:

A Non-Ward Committee consisting of,

- Ten Members elected by the Court of Common Council, at least two of whom shall have fewer than five years' service on the Court at the time of their appointment
- up to four external representatives, appointed by the Education Board, with appropriate expertise in the field of education (i.e. non-Members of the Court of Common Council, who shall have voting rights)
- one member appointed by the Policy & Resources Committee
- one member appointed by the Community & Children's Services Committee

Quorum

The quorum to consist of any five Common Council Members and one of the four external representatives.

Meetings

The Education Board will generally meet six times a year.

Chairman

The Chairman of the Board will be appointed by Board members and will be a member of the Court of Common Council and not an external representative.

12. To provide continuity with the work already underway by the ESWP, it is proposed that for the first year only two places on the Education Board are reserved for existing Common Council Members of the ESWP should they not be elected in the popular vote. These Members would be appointed from within the ESWP and would serve to stagger the appointments of members to the Education Board.

Terms

13. To stagger the membership of the Board and to avoid an all-out election every four years it is proposed to stagger the terms of these Members elected to it in its first year in relation to the number of votes received by the Court in the following way. Of the eight Members appointed:

- The two candidates with the most votes – four year terms.
- The third and fourth placed candidates – three year terms.
- The fifth and sixth placed candidates – two year terms.
- Two places reserved for members of the ESWP, should they not be elected in the popular vote. If two ESWP members are elected in the popular vote in the top six places then this falls to the seventh and eighth placed candidates – 1 year term.

Education Board support – Officer groups

14. The strategy highlighted the need for greater information sharing across the organisation and promoted joint working to improve the provision of education-related services. To achieve this, the work of the Board would be complemented by the creation of three officer groups that will report to the Board periodically and undertake activities as requested by Members.

- *Heads Forum*

A forum for the Heads of all the City schools to promote partnerships, peer to peer support, and share best practice. This will not replace the Joint Consultative Committee of the three independent schools as this discusses issues relevant and common to these schools alone, such as human resources and staff pay.

- *Outreach Forum*

A forum for officers from the City departments that provide educational outreach and programmes to schools.

- *Employability Group*

The City Corporation already has this group established and its work feeds into the employability framework overseen by the Policy & Resources Committee. The strategy highlighted the need for the City to support effective education to employment arrangements and this group will feed its work and progress back to the Education Board as it implements and monitors the strategy.

15. The establishment of these groups does not need Member approval but Members should be aware of the support being directed to the new Board to ensure it is effective in carrying out its responsibilities.

Proposals

16. It is proposed that an Education Board is established that will have oversight of the City Corporation's education-related activity. It will have responsibility for implementing and monitoring the education strategy and strengthening the City Corporation's education offer. It is further proposed that responsibility for the City academy schools is transferred from the Community & Children's Services Committee to the Education Board and that the Board has responsibility for distributing funding allocated to it.

17. It is proposed that for the first year only two places on the Education Board are reserved for existing Common Council Members of the ESWP. These appointments would provide continuity and serve to stagger the appointments of members to the Education Board.

18. To allow governor terms of office to include whole academic years and to prevent a situation where terms expire midway through the school year, it is proposed that Members approve City school governor appointments to follow the academic, rather than civic, year.

Corporate & Strategic Implications

19. The desire to focus on, improve and strengthen the City Corporation's education offer stems from the corporate aim of providing valued services to London and the nation.
20. If Members choose to establish the Education Board then a new committee would be added to the City Corporation's governance framework. This will require Members to sit on the Board and officers to support it.
21. If approved, nominations will be sought for the 12th June meeting of the Court of Common Council. The first meeting of the Education Board will be held on the 24th June 2014.
22. Its primary activity would be to oversee work that is currently being undertaken within the organisation. It complements the City Corporation's focus on improving its education offer and supports the corporate priority to maximise the opportunities and benefits afforded by our role in supporting London's communities, as set out in the Corporate Plan 2013-2017.
23. Members should also note that through having responsibility for the distribution of a funding allocation the Board would be determining the priorities in this area.

Conclusion

24. There is a renewed focus on the City Corporation's education offer that stems from the need to improve the current provision. The plethora of activities falling under this offer has grown considerably without any single central coordination to be able to link these together. The Education Strategy recommended creating a new education body that would do this and this report represents the culmination of Member-led discussions which proposes a set of responsibilities and membership for a new Education Board.

All of which we submit to the judgement of this Honourable Court.

DATED this 20th day of March, 2014.

SIGNED on behalf of the Committee.

Mark Boleat,
Chairman

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Report - Policy and Resources Committee

Scheme of Delegations, Standing Orders and the Project Procedure

*To be presented on Thursday, 1st May 2014
To the Right Honourable The Lord Mayor, Aldermen and Commons
of the City of London in Common Council assembled.*

Summary

1. This report considers a number of facets relating to the City Corporation's Corporate Governance, namely, a review of the Scheme of Delegation, a proposed change to Standing Orders and changes to the Project Procedure.
2. The Scheme of Delegation has not been subject to a comprehensive review for a number of years. The modifications now proposed principally reflect legislative changes which have occurred over the years and changes to the City Corporation's policies which were not previously incorporated. The Framework of Delegations (last considered as part of the Governance Review) has also been incorporated into the Scheme of Delegation. All service committees have now considered those elements of the Scheme for which they have responsibility and their suggestions have been incorporated into the Scheme. A copy of the revised Scheme is attached to this report as Appendix 1.
3. The drive for efficiency savings including the Corporate Asset Realisation Programme and, more recently, Service Based Reviews have highlighted the need for the City Corporation to be effective in identifying those assets which are surplus to requirements. Whilst there are already a number of groups considering the efficient and effective use of assets and resources it is felt that this work would be assisted by a change to Standing Orders formalising the process for identifying assets as surplus.
4. The Project Procedure was approved by the Court of Common Council in November 2011. It has now been reviewed and a number of alterations are proposed to bring the Procedure up to date, including the introduction of a new Gateway, Gateway 0, to reflect the importance of projects featuring in departmental business plans and to encourage departments to capture

forthcoming projects as early as possible i.e. prior to submission to the Corporate Projects Board. An updated version of the Project Procedure is attached to this report as Appendix 2.

Recommendations

5. It is recommended that:-

- a) the revised Scheme of Delegation be approved as set out in Appendix 1 of this report;
- b) to formalise the process for Chief Officers and Committees identifying assets as surplus the following new provision be included to Standing Orders:-

55. Identification of Property Assets Surplus to Departmental Requirements

(1) Committees are required to consider the effective and efficient use of all operational property assets. This will be monitored by the Corporate Asset Sub-Committee.

(2) Where assets are no longer required, in whole or in part, for the provision of operational services for which they are currently held, a report on the circumstances must be made to the Corporate Asset Sub-Committee. This does not apply where lettings are an integral part of the service e.g. market or housing tenancies

- c) the revised Project Procedure be approved as set out in Appendix 2 of this report.

Main Report

Background

1. The purpose of this report is to consider a number of facets relating to the City Corporation's Corporate Governance, namely, the Scheme of Delegation, Standing Orders and the Project Procedure with the aim of bringing these elements up to date.
2. As a corporate body all decisions are vested in the Court of Common Council. To facilitate the administration of the City Corporation's many and complex functions, the Court delegates the majority of its functions to its Committees and Officers. The Committee Terms of Reference set out the functions delegated to Committees whilst the Scheme of Delegation sets out those functions which have been delegated to officers.

Scheme of Delegation and Current Position

3. In addition to the Scheme of Delegation, there is also a Framework of Delegation. The general powers provided by the Framework were considered as part of the Governance Review in 2011 whilst the Scheme of Delegation has not been subject to a comprehensive review for a number of years. As a

result certain sections of the Scheme have become out of date as legislation and corporate policy has changed.

4. The existence of both the Scheme of Delegation and Framework of Delegation is confusing and there is the potential for different interpretations to be reached when considering the documents separately. The two papers have therefore been combined to provide one comprehensive document.
5. The Scheme of Delegation has now been reviewed and all service committees have had the opportunity to consider the elements for which they have responsibility. A number of changes are proposed which on the whole reflect changing legislation, corporate policy and operational needs. Where new powers are proposed to be delegated, these are highlighted. A copy of the revised Scheme is attached to this report as Appendix 1.
6. As a matter of good governance the City Corporation should review its Scheme of Delegation regularly, update it where appropriate and ensure it is publicly available.

Proposed Revisions

7. Most of the proposed changes to the Scheme are intended to bring the Scheme into line with current legislation, corporate policy and current operational needs. Some of the changes it now incorporates are as follows:-
 - **General Conditions of Delegation:** A section on Health and Safety has been added in line with the City Corporation's policies.
 - **Staffing Matters:** A number of changes have been made to bring the Scheme in line with current HR policies and procedures.
 - **Town Clerk & Chief Executive:** Changes have been made to provide greater clarity in respect of elections and the Town Clerk's role as a Proper Officer.
 - **City Surveyor:** Sections have been added in respect of Property Maintenance and the Blue Plaque Scheme to reflect current activity.
 - **Director of Community & Children's Services:** Substantial changes have been made in respect of Social Services, Mental Health Services, Services for Children and Education Matters. These reflect the significant changes in the services and the legislative landscape which has taken place since the Scheme was last updated.
 - **Director of the Built Environment:** The Scheme of Delegations was not brought into line with the departmental changes which took place in 2011 and there are therefore substantial changes proposed to reflect this.

- **Director of Open Spaces:** The changes reflect the governance review changes to Committees.
 - **City Schools:** The powers of the Head Teacher of the City of London's Freeman's School have been brought into line with those of the other two City Schools. Various changes have been made to update the delegations in line with corporate policy.
 - **Principal of the Guildhall School:** Previously the Scheme did not reflect the fact that the Principal was granted delegated powers by the Court of Common Council in 2005.
8. It should be noted that the Remembrancer and Managing Director of the Barbican Centre do not have any specific powers delegated to them other than those general powers delegated to Chief Officers. This position has been reviewed by both the Remembrancer and the Managing Director and neither felt that they required any additional powers in order to exercise their functions effectively. This matter will be kept under review.

Standing Orders – declaring assets surplus

9. The drive for efficiency savings including the Corporate Asset Realisation Programme and, more recently, Service Based Reviews have highlighted the need for the City to more effectively identify those assets which are surplus to departmental need so they can be considered for alternative uses or disposal.
10. There are already a number of groups considering the efficient and effective use of assets and resources and it is felt that this work would be assisted by a change to Standing Orders which formalises the process for Chief Officers and Committees identifying assets as surplus.
11. It is proposed to add the following new provision to Standing Orders:-

55. Identification of Property Assets Surplus to Departmental Requirements

(1) Committees are required to consider the effective and efficient use of all operational property assets. This will be monitored by the Corporate Asset Sub-Committee.

(2) Where assets are no longer required, in whole or in part, for the provision of operational services for which they are currently held, a report on the circumstances must be made to the Corporate Asset Sub-Committee. This does not apply where lettings are an integral part of the service e.g. market or housing tenancies

Project Procedure

12. The Project Procedure was approved by the Court of Common Council in November 2011. It has now been reviewed in detail by the Projects Sub-

Committee and a number of alterations are proposed to bring the Procedure up to date.

Gateway 0

13. New provision has been made in the procedure to reflect the practice which has been developed of capturing forthcoming projects on the Project Vision as "Gateway 0" prior to their submission to the Corporate Property Board.

The Role of Finance Committee

14. It is proposed that the role of Finance Committee should change in that it will now receive periodic updates on the City Corporation's capital expenditure rather than being part of the routine approval process for projects over £2m. The Finance Committee has consulted on this and has confirmed that it is content with the approach.

Business plans and Thresholds

15. The importance of projects featuring in Departmental business plans is also stressed and the upper threshold for categorising projects has been increased from £2m to £5m, but the other threshold levels are unchanged.

Approval tracks

16. The procedure currently allows for flexibility in passing through the gateway process by allowing for gateways to be combined or delegated to Chief Officers or to the Town Clerk in consultation with Chairmen and Deputy Chairmen. To further illustrate this and to reflect the different levels of scrutiny required for projects, three approval paths are now illustrated rather than two: streamlined, standard and complex.

Corporate & Strategic Implications

17. The proposed changes to the Scheme of Delegations, Standing Orders and the Project Procedure are intended to support the effective governance of the City of London Corporation and ensure that decision making is effective and transparent.

All of which we submit to the judgement of this Honourable Court.

DATED this 20th day of March, 2014.

SIGNED on behalf of the Committee.

MARK BOLEAT
Chairman of the Policy and Resources Committee



APPENDIX 1

CITY OF LONDON CORPORATION

SCHEME OF DELEGATIONS TO OFFICERS

SCHEME OF DELEGATIONS TO OFFICERS

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1. THE GENERAL CONDITIONS OF DELEGATIONS

Overall Delegations to Officers

The Court of Common Council has agreed the principle that authority should be delegated to Chief Officers (and their nominated Deputies or Assistants) for carrying out the day-to-day management of all services and for the discharge of specific statutory and non-statutory functions.

All delegations to officers are subject to any statutory provisions which apply; the exclusion of any matters which remain for decision by the Court and/or any Committee unless specifically delegated to a particular officer; and accountability to the Court and/or any Committee in respect of decisions made under delegated authority.

Day-to-Day Management

Chief Officers (and their nominated Deputies or Assistants) are authorised to implement agreed policies and to act on the City of London Corporation's behalf in the discharge of its statutory and non-statutory functions and to exercise powers in relation to the day-to-day management of the service area for which they are responsible. (Day-to-day management should include those items which have been recognised as such by past practice or by specific decision/resolution, or where the Town Clerk, in consultation with the Chief Officers, agrees is ancillary to or analogous with matters accepted as being within the scope of day-to-day business exercisable by officers.) This includes authority to:-

- (i) appoint and manage staff in accordance with agreed policies and procedures, except in respect of appointments and dismissals in relation to posts graded H and above and where this scheme of delegation indicates otherwise.
- (ii) undertake staff re-organisation in accordance with agreed policies and procedures and within budget limitations;
- (iii) place orders and enter into contracts for the supply of goods and services in line with the Procurement Regulations and to authorise or incur any other expenditure for which provision has been made in the appropriate budget or capital programme subject to limits set out in Standing Orders and Financial Regulations and subject to these not being in conflict with existing contracts;
- (iv) Manage any physical assets, including land and buildings for which the relevant Chief Officer is responsible, subject always to the advice of the City Surveyor and any relevant policies and strategies in relation to property asset management.

Limitations

1. Any exercise of delegated powers by officers shall:-
 - a. comply with the City of London Corporation's Standing Orders, Financial Regulations, Project Management Procedure and Procurement Regulations;

- b. have regard to any agreed policies, objectives and service standards including any management directions;
 - c. have regard to the overall management and co-ordination of the work of the City Corporation and the achievement of corporate standards;
 - d. not authorise expenditure except in accordance with approved revenue estimates or capital programmes;
 - e. not involve a new policy or extend an existing policy of the City Corporation (except where the Town Clerk & Chief Executive is acting in accordance with urgency powers);
 - f. be in accordance with any existing approved scheme or direction of the City Corporation, its Committees or Sub-Committees; and
 - g. be the subject of prior consultations with the appropriate professional or technical officers of the City Corporation where technical and professional considerations are concerned which are not within the province of the Chief Officer.
2. Any delegation to a Chief Officer may be exercised by any officer authorised by the Chief Officer either generally or specifically for the purpose (except where restrictions exist in employment policies). The Town Clerk may exercise any function delegated to a Chief Officer at his discretion.
 3. All delegation is without prejudice to the jurisdiction of the City of London Corporation or of the relevant Committee or Sub-Committee. Any officer may refer a matter to a Committee or Sub-Committee in lieu of exercising delegated powers.
 4. Subject to the foregoing conditions and to any special conditions which may have been or may in future be applied in respect of particular matters Chief Officers will be expected to make such decisions and to initiate such action as they deem necessary in the interests of the efficient running of their departments and the services which they administer.
 5. Within their terms of delegation any reference to a statutory provision shall be deemed to refer to any statutory re-enactment or amendment of the provision.

The following powers are delegated to Chief Officers:

Expenditure

6. To incur revenue and capital expenditure and enter into commitments on behalf of the City of London Corporation where appropriate provision has been included in either the revenue or capital estimates, subject to compliance with Standing Orders, Financial Regulations, the Project Management Procedure and Purchasing Procedure.
7. To authorise virement of local risk budgets in accordance with Financial Regulations, subject to the approval of the Chamberlain.

Contracts

8. To approve select lists of non-approved list contractors subject to:-
 - a) a £1,000,000 upper threshold;
 - b) a reporting procedure being put into place;
 - c) Officers maintaining adequate documentation, recording the detailed checks undertaken to support the inclusion of each entry on the list;
 - d) Officers being required to sign a declaration that they have no personal connection with the contractors.
9. To sign contracts, in accordance with established procedures in the Projects Manual and Standing Orders, where the signature of the Comptroller & City Solicitor is not required.

Property

10. Subject to the prior advice of the City Surveyor, to deal with the day to day management and maintenance of all facilities under their control where specific functions have not been delegated to another officer.

Surplus Equipment

11. To dispose of surplus or obsolete vehicles, plant, apparatus, furniture, office or other books and equipment subject to any requirements laid down by the City of London Procurement Service (CLPS).

Casual Lettings

12. Subject to the prior advice of the City Surveyor, to approve the casual or occasional use of land, premises or equipment under the control of the department.

Access to Information

13. To act as proper officer for the purpose of identifying background papers for reports written by the department. In the case of joint reports this role will be discharged by the Senior Officer.

Health and Safety

14. To be responsible for ensuring, so far as is reasonably practical, the health and safety of everyone who may be affected by the work and activities of the department.
15. To comply with the City of London Corporation's Health & Safety Policy, delegating this responsibility as appropriate in accordance with the Policy

EMPLOYMENT MATTERS

UNLESS OTHERWISE SPECIFIED, RELATES TO CITY OF LONDON CORPORATION EMPLOYEES OTHER THAN TEACHERS AT THE CITY SCHOOLS. POLICE OFFICERS ARE ALSO EXCLUDED.

THE EMPLOYMENT POLICIES AND PROCEDURES IN THE EMPLOYEE HANDBOOK AND THE HEALTH AND SAFETY POLICY SET OUT WHAT AUTHORITIES CAN BE EXERCISED IN RELATION TO EMPLOYEES. THIS SECTION SUMMARISES THOSE DELEGATIONS AND REFERENCES THE POLICIES AND PROCEDURES UNDER WHICH THE MOST UP TO DATE INFORMATION IS CONTAINED. IT ALSO SETS OUT DELEGATIONS NOT COVERED BY SPECIFIC POLICIES OR PROCEDURES.

THE EXERCISING OF ANY DELEGATION IS SUBJECT TO THE FINANCIAL IMPLICATIONS BEING CONTAINED WITHIN THE APPROPRIATE EXISTING LOCAL OR CENTRAL RISK BUDGETS.

SECTION 1 – CHIEF OFFICER ACTING ALONE

Posts

16. To create and delete posts up to and including Grade H subject to adherence to the Job Evaluation scheme, and agreed policies and procedures in the Employee Handbook regarding the creation and deletion of posts.
17. To approve submissions to Corporate HR of requests for re-evaluation of a post under Job Evaluation Scheme
18. Determine which posts are ‘sensitive posts’ for the purpose of defining Politically Restricted Posts and make a recommendation to the Standards Committee if a request for an exemption is made

Appointment of Staff

19. To appoint casual and agency workers and temporary staff subject to appropriate use of these types of workers in line with legal and corporate requirements and procedures and within local risk budget To appoint to existing and new posts on a permanent or fixed basis in line with the recruitment and selection policy and guidelines in the Employee Handbook and subject to any approval process in place at the time.
20. Chief Officers may also:-
 - a) apply variable clauses to the contract from the pre-approved corporate list.
 - b) appoint, progress and reward employees on the appropriate scale point in accordance with the Pay Progression Policy.
 - c) authorise acting up arrangements and associated allowances in accordance with the Acting Up Policy.

21. To determine appointment of a candidate or continued employment of an employee, with advice from the corporate Disclosure and Barring Service Lead Signatory, in cases where any potentially relevant risks are identified in accordance with the Disclosure and Barring Policy.

Terms, Conditions and Allowances (Contractual or Non-Contractual)

22. Chief Officers can for new appointments or in line with existing individual contracts:-
 - a) Fix the working hours of posts provided they are in compliance with the Working Time Regulations
 - b) Authorise appropriate contract hours or overtime and unsocial; hours working payments in accordance with the Employee Handbook
 - c) Authorise movement through an agreed career grade scheme
23. To determine flexible working, job sharing and home working requests in line with statutory and policy requirements contained in the Employee Handbook.
24. To authorise official travel (and costs) by employees in accordance with the Business Travel Scheme.
25. To approve allowances in relation to travel and meal, relocation, motor vehicle and cycle; loans in relation to car, motor cycle and bicycles and payment of professional fees/annual subscriptions provided they are in accordance with the provisions and criteria set out in the Employee Handbook .
26. To authorise payment of First Aid Allowance to appropriate qualified employees if the need for them to provide first aid cover is not part of their job description.
27. To deal with matters of conduct, capability, probation, attendance, employee grievances and other associated employment matters in conjunction with the Director of Human Resources as required and in accordance with the relevant HR policies and procedures in the Employee Handbook. To deal with formal employee appeals against decisions apart from those reserved for the Staff Appeal Committee

Leave

28. To authorise special leave for compassionate, emergency dependents and other special leave with pay or up to 5 days per annum, following the guidelines found in the Employee Handbook.
29. To authorise participation in public duties; non-regular forces; reservists' voluntary mobilisation; volunteering and training and development in accordance with the special leave provision in the Employee Handbook.
30. To approve unpaid leave whether or not additional costs are incurred for cover in accordance with the Employee Handbook.
31. To approve the carry-over of more than 5 days annual leave up to the end of March the following year (unless related to maternity or sickness in accordance with those schemes).

32. To approve leave arrangements in relation to maternity, paternity, adoption and parental leave, in line with statutory requirements and guidance in the Employee Handbook.
33. To approve Career Break requests in line with the policy in the Employee Handbook.

Development

34. To authorise the attendance of officers at conferences, meetings and seminars in the UK to acquaint employee with current developments associated with their work and in connection with training and development, and also attendance at overseas events in accordance with the Business Travel Scheme.
35. To approve secondments to external bodies in the UK or internationally and/or to other Departments of the City of London Corporation in line with HR guidance.
36. To authorise time off for attendance at learning and development events and costs in support of learning and development as set out in the Employee Handbook special leave provisions.

Benefits

37. Agree whether a post can be covered by the Flexitime Scheme for posts up to and including Grade F and to determine the flexitime workplace arrangements in accordance with the scheme.
38. Approve Long Service award gifts for eligible employees in accordance with the long service award scheme.

SECTION 2 – DELEGATIONS TO CHIEF OFFICERS SUBJECT TO NOTIFICATION TO THE DIRECTOR OF HR

39. To authorise selection of candidates to Senior Management posts of Grade I and above. The process must involve a Selection Panel including the Director of HR as set out in the Recruitment and Selection Policy.
40. To re-designate posts up to and including Grade H where it can be shown there are no grading implications. For professional posts there must be consultation with and approval by the Head of Professional Service.
41. To approve retirement with unreduced benefits under Regulation 31 ('85 year rule') where there is no cost.

SECTION 3 – DELEGATION TO CHIEF OFFICERS IN AGREEMENT WITH THE DIRECTOR OF HR

42. To authorise the dismissal of employees on grounds of permanent ill health and any associated early release of pension in accordance with the relevant provisions.

43. To authorise special leave for compassionate, emergency dependents and other special leave with pay for between 6 and 15 days per annum subject to adherence to Special Leave Policy guidelines in the Employee Handbook. Any extensions beyond 15 days require the approval of the Director of HR in consultation with the Chairman and Deputy Chairman of the Establishment Committee.
44. In exceptional circumstances to authorise payment in lieu of the balance of annual leave (above the statutory amount which must be taken in any year) that could not be taken by the end of March of the following year due to work requirements. Payment will only be for the year proceeding the year in question.
45. To authorise severance terms/settlements following advice from the Comptroller & City Solicitor as appropriate.
46. To authorise sick pay extensions beyond contractual entitlement for posts grade H and below. Grade I and above must also be agreed with the Chairman and Deputy Chairman of Establishment Committee.
47. To set career grade structures and criteria for relevant posts.

SECTION 4– DELEGATION TO CHIEF OFFICERS IN AGREEMENT WITH OTHER AUTHORITIES

48. To authorise honoraria payments up to the value of £5,000, for posts Grade H and below with approval from the Market Forces Supplement Board (being a group of officers appointed from time to time by the Town Clerk for the purpose). Payments over £5K and of any value for grades I and above must go to the Market Forces Supplement Board and Establishment Committee.
49. To authorise payments of Market Forces Supplements up to a maximum value of £5,000 for posts Grade H and below with approval from the Market Forces Board. Payments over £5K and of any value for grades I and above must go to the Market Forces Board and Establishment Committee. Cases must have a business case with current and relevant market information and will be subject to review and reauthorisation for their continuation.
50. To authorise moderated incremental progression, accelerated increments and discretionary bonus/recognition payments (up to grade J) under the contribution pay scheme in line with the expected distribution and with the agreement of the Market Forces Supplement Board
51. To authorise redundancy for posts below grade I. Associated payments and capital costs for release of pension to be approved by the Director of HR and Chairman and Deputy Chairman of the Establishment Committee in accordance with the relevant policies in the Employee Handbook and pension regulations. Grade I and above must go to Establishment Committee for approval. Settlements agreements must be issued via Director of HR where any enhancement payments are agreed.

DELEGATION TO INDIVIDUAL OFFICERS

TOWN CLERK & CHIEF EXECUTIVE

The following powers are delegated to the Town Clerk & Chief Executive:-

Operational

1. To act as head of the paid service for the City of London Corporation.
2. To co-ordinate the development of corporate policy and strategy, and to act as the principal adviser to the Court of Common Council and its committees thereon.
3. To deal with disciplinary matters, grievances and other employment matters other than those which are the responsibility of Chief Officers in the management of their departments.
4. To be responsible for investigating complaints against the City of London Corporation from members of the public in accordance with the Corporate Complaints Procedure.
5. To be responsible for the administration of the oath or declaration of office to the Lord Mayor, Aldermen and Sheriffs, and every other person admitted to any corporate office.
6. To act as Controller Designate Civil Defence and Controller for the purpose of Peace Time Emergencies in the event of a major incident occurring.
7. To be responsible for the making all unopposed highway stopping up orders under Sections 247 and 257 of the Town and Country Planning Act 1990, as amended by Section 270 and Schedule 22 of the Greater London Authority Act 1999, pursuant to Section 101 of the Local Government Act of 1972.
8. Issue contracts of employment for Chief Officers.
9. Suspension, and management of disciplinary, capability and complaints procedures for Chief Officers in line with Chief Officer procedures.
10. In the City of London Corporation's capacity as a local authority, police authority or port health authority, to:-
 - a) consider any application for exemption from political restriction that is made to him in respect of any post by the post holder;
 - b) where appropriate, give directions requiring the City of London Corporation to include a post in the list of politically restricted posts that it maintains in accordance with the provisions of the Local Government and Housing Act 1989.

Elections

11. To issue all precepts to the several wards for the election of the Ward Members and officers, and to the different companies of the City to assemble in Common Hall, whether for elections or other purposes; and to issue all other precepts that may be required to the several wards and companies of the City. To receive the returns to such

precepts, and also to the wardmote indentures, and the returns of the annual election of Ward Members and officers.

12. To act as Electoral Registration Officer pursuant to the Representation of the People Act 1983.
13. To superintend, under the Sheriffs, the conduct of polls at elections in Common Hall.
14. To prepare the lists of the respective Aldermen and others in nomination for Lord Mayor, Sheriffs, and annual Officers elected by the Livery. To draw up their proceedings at such elections, and such other proceedings as may be transacted at any meeting of the Livery in the Common Hall. To issue the precepts for holding the said Common Halls and to record the proceedings thereof.

Proper Officer

15. To act as the Proper Officer for the Rent Act 1977 (as amended by the Housing Act 1980).

Delegations to other Officers

16. The following authority is also delegated to the Deputy Town Clerk and the Assistant Town Clerks to be exercised either:-
 - (a) at the direction of the Town Clerk & Chief Executive or
 - (b) in the absence of the Town Clerk & Chief Executive

To act in consulting with any relevant Chairman and Deputy Chairman in cases where urgent decisions may be required as provided for in Standing Order No. 41, and also in cases where action may be taken under authority delegated by a Committee.

DIRECTOR OF HR
(If not available, to the Town Clerk & Chief Executive)

The following powers are delegated to the Director of HR (or in their absence, the Town Clerk & Chief Executive):-

1. To prepare, authorise and execute Settlement Agreements on termination of employment.
2. To authorise increases to:-
 - a. the Teachers' salary scale effective from 1 September each year in line with the School Teachers Review Body recommendation once this has been approved for state sector teachers;
 - b. the lump sum allowance for new qualified teachers taking up their first teaching position, based on the annual increase in the RPI (all items published in March each year.
 - c. Coroner's salary on receipt of Circular from NJC.
 - d. Col Special Supplement and salary increases for Occupational Health Manager in line with increases promulgated by the Royal College of Nursing for Occupational Health Nursing employees.
3. To authorise increases in allowances payable to employees in accordance with statute and agreed pay policy and other Employee Handbook provisions.
4. To approve the selection process for and authorise the appointment of recruitment advertising agency and search and select agencies as appropriate.
5. To re-designate posts Grade I and above where it can be shown there are no grading implications. Reference to Town Clerk or Service Committee where appropriate.
6. To authorise the application of discretions in relation to Pensions benefits (including flexible retirement and release of pension on compassionate grounds) in line with the agreed discretions and delegations of the Establishment Committee (set out in the Policy Statement on the use of Employer's Discretions that Apply to Employees of the City Of London).
7. In cases of early retirement or flexible retirement, decisions taken to waive reductions to pension benefits should be taken by the relevant Chief Officer in agreement with the Director of Human Resources and the Chamberlain.
8. In consultation with the Chairman and Deputy Chairman of the Establishment Committee, to authorise:-
 - a. exceptionally payment of private diagnostic medical costs up to £5,000, where there is a business benefit, and legal fees up to £5,000 for individual employees in cases connected with their work in which we support their position;
 - b. compassionate leave for 16 or more working days or where any request for compassionate leave is outside policy guidelines;
 - c. To extend lodging allowances and other disturbance payments beyond 52 weeks.

9. In consultation with Chief Officers and also the Chairman and Deputy Chairman of the Establishment Committee to authorise sick pay extensions beyond normal contractual entitlement for grade I and above.

CHAMBERLAIN

The following powers are delegated to the Chamberlain:-

Operational

1. To be the officer responsible for the conduct of the City of London Corporation's financial affairs and, in particular, to be the proper officer for the purpose of Section 6 of the Local Government Housing Act 1989.
2. In consultation with the Chairman and Deputy Chairman of the Resource Allocation Sub-Committee to authorise the carry forward of unspent balances within the revenue budgets.
3. To authorise all virements within locally controlled budgets
4. To exercise such powers as may from time to time be delegated to him through the Treasury Policy Statement.
5. To authorise the payment of precepts, levies and contributions to the national non-domestic rates pool.
6. To operate market force supplements for Chamberlain's Department staff within the set maximums.
7. To determine the financing of capital expenditure.
8. To deal with and agree claims received under the Riot (Damages) Act, 1886
9. To write off all debts except for non-domestic rates and council tax due to the City of London Corporation which are irrecoverable, up to £5,000 under Standing Order No. 52; and to write off all non-domestic rates debts up to £5,000 and council tax debts up to £1,000.
10. To write on all unclaimed credit amounts.
11. To authorise the granting of discretionary rate relief under Section 47 and 49 of the Local Government Finance Act 1988 up to £5,000 per case per annum.
12. To agree Section 44A Allowances (empty rate relief on partly occupied properties).
13. To agree minor amendments to the ordinance of City Companies and Livery Companies in conjunction with the Chairman of the General Purposes Committee of Aldermen.
14. To act as Head of Profession for Finance, IS, and Procurement , with the right to issue technical standards and guidance for use throughout the City of London Corporation and to be consulted on staffing arrangements for any of those functions within other Departments.
15. To sign grant claims and other returns on behalf of the City of London Corporation.
16. To authorise the suspension of pension contributions.

17. To carry out all functions in relation to the Trophy Tax.
18. In give approvals in respect of contract lettings and waivers in accordance with the Procurement Regulations

Delegations to other Officers

19. The following authorities are also delegated to the Officers identified to be exercised either

- (a) at the direction of the Chamberlain; or,
- (b) in the absence of the Chamberlain

Financial Services Director	-	Items 5, 14 and 15
Chief Accountant	}	Items 5 and 16
Corporate Treasurer	}	
Head of Revenues	-	Items 9, 10, (up to £5,000), 11 and 12
Technical Officer	-	Item 12
Business Support Director	-	Item 9, 10, 11, 12, 14 and 15

COMMISSIONER OF POLICE FOR THE CITY OF LONDON

The following powers are delegated to the Commissioner of Police for the City of London. The Commissioner also discharges all functions vested in the office of Commissioner by virtue of the common law and legislation in force from time to time.

Human Resources

1. To authorise the variation of staff numbers and structures (both Police Officers and civilian staff) provided that the costs can be contained within the Police estimates.
2. In respect of civilian staff to authorise, subject to the agreement of the City of London Corporation's Director of HR, variations in terms and conditions of employment, other than basic pay, leave, sick pay and other core terms.
3. To authorise minor amendments, by prior agreement with the City of London Corporation Director of HR, to HR policies to take account of the policing environment
4. To authorise the provision of occupational health services to civilian staff, provided that liaison is maintained with the City of London Corporation's occupational health officer.
5. To authorise the purchase of training for civilian staff from the City of London Corporation's Training Section.
6. To exercise powers of direction and control in respect of Police (civilian) staff for operational purposes.

Finance

7. To authorise virements between all heads in the Policing Plan budget (with the exception of capital financing and support costs) subject to prior consultation with the Chamberlain wherever a transfer of resources is proposed from a non-staffing to a staffing budget.
8. To make annual grants to the Force Athletic and Sports Club.

Delegations to other Officers

9. The following powers are delegated to the Director of Corporate Services of the City of London Police.

Authority to act and to enter into arrangements in relation to:-

- (a) the supply of goods and services in respect of which a charge is made to the recipient;
- (b) sponsorship, including gifts and donations.

COMPTROLLER & CITY SOLICITOR

The following powers are delegated to the Comptroller & City Solicitor:-

1. To attest the City of London Corporation's Seal.
2. To act as Vice Chamberlain.
3. To sign contracts (and similar documents where intended to have legal binding effect) on behalf of the City of London Corporation, either in his own name or on behalf of the City of London Corporation, where any required authority or approval of a Sub-Committee, Committee or of the Court of Common Council (or Court of Aldermen) has been obtained, or where such authority has been delegated to another officer of the City of London Corporation and that officer has requested or instructed the Comptroller & City Solicitor to do so.
4. To issue, defend, settle or participate in any legal proceedings, prosecution, inquiry, procedures or documentation where such action is necessary to give effect to the decisions of the City of London Corporation, or in any case where the Comptroller & City Solicitor considers that such action is necessary to protect the City of London Corporation's interests.
5. To instruct counsel, witnesses, experts and external solicitors as appropriate.
6. To authorise officers to appear on behalf of the City of London Corporation in proceedings in the magistrates' courts, pursuant to Section 223 of the Local Government Act 1972.
7. To act as Monitoring Officer pursuant to section 5 of the Local Government and Housing Act 1989

CITY SURVEYOR

The following powers are delegated to the City Surveyor:-

Operational

1. To act in accordance with the general powers detailed below, and in consultation with the relevant Chief Officer, in relation to all property owned by the City of London Corporation.

Property Management

2. To act in respect of:-
 - (a) all lettings, including lease renewals, with an annual rent of not more than £100,000 which are for a term of 25 years or less, providing the terms are at or above market value;
 - (b) all quarterly tenancies, tenancies at will, licences, easements, wayleaves, Rights of Light, crane oversail, hoarding licences and similar arrangements;
 - (c) to negotiate and agree all rent reviews, including nil increase reviews, except where the increase is in excess of £50,000 per annum;and to report all such cases to the Property Investment Board on a quarterly basis.
3. To negotiate terms and accept surrenders of leases where the rent is less than £100,000 per annum and where the premium is no more than £250,000;
4. To act in respect of a change in the identity of a tenant after terms have been approved by Committee, subject to there being no other material change in the terms and the financial covenant being no less strong;
5. To agree minor variations to the terms of ground lease restructurings, disposals, acquisitions and other complex transactions, together with leases being taken by the City of London Corporation as tenant, where the main terms have been approved by Committee and where the variations are necessary to complete the transaction expediently, such delegated authority to be exercised in consultation with the Comptroller & City Solicitor and the Chamberlain on financial matters;
6. To act in respect of any variation to the terms of any existing Lease, Tenancy, Licence or other agreement relating to property which do not affect the duration of, or income from such Lease or Tenancy by either:-
 - (a) more than plus or minus 10%, or
 - (b) where a premium of no more than £100,000 is payable to the estate

7. For land where the City of London Corporation is freeholder and the land is proposed to be redeveloped, subject to a Planning Agreement under Section 106 of the Town & Country Planning Act 1990 to:
 - (a) make it a condition of any freehold or leasehold disposal that the freeholder or leaseholder is required to enter into planning obligations on like terms with the Planning Agreement; and
 - (b) consent to the City of London Corporation's land being bound by the planning obligations in the Planning Agreement.
8. To review periodically all operational and corporate property assets and to make recommendations to the Corporate Asset Sub-Committee for their better utilisation and improved efficiency.
9. To approve licences for works, scaffolding, demolition or other works pursuant to or necessary for the implementation of an existing Committee approval.
10. To deal with party wall matters including being the Appointing Officer to make such appointments as are required in Section 20 of the Party Wall etc. Act 1996.

Property Maintenance

11. To be responsible for the maintenance and upkeep of property owned by the City of London Corporation other than within the remit of the Community and Children Services Committee.
12. To approve schemes for refurbishment of up to £250,000 per scheme/ per property, with funding either from the sales pool, providing the sales pool is in credit with sufficient funds to cover the total cost of the scheme, or from other appropriate sources such as the Additional Works Programme.

Blue Plaque Scheme

13. Accept and determine applications for Blue Plaques.
14. To deal with the replacement of damaged and authorise the erection of replacement plaques in different locations using altered wording if, in the opinion of the City Surveyor (taking into account evidence supplied by the Director of Culture, Heritage & Libraries) a different location or different wording would be more accurate or otherwise more appropriate.
15. Approve reasonable third party professional fees up to £2,500 plus VAT from the City Surveyor's Blue Plaques budget; and,
16. Enter into formal licence agreements with building owners for the erection of a Blue Plaques.

Delegations to other Officers

17. The above-mentioned authorities are also delegated to the Officers identified to be exercised either:-

- (a) at the direction of the City Surveyor; or
- (b) in the absence of the City Surveyor

Investment Property Director
Corporate Property Director
Operations Director; or
Property Projects Director or his nominated Assistant Director.

18. The following specific authority is delegated to the Officer identified in accordance with the requirements of Section 12(2) of the Trustee Act 2002 which requires that a specific individual be authorised to give advice on the disposing of Properties and granting of leases in accord with the Charities Act 1993:-

Nicholas Gill (Investment Property Director) or his appointed deputies to exercise asset management functions as agent for the Trustee of the Bridge House Estates.

Delegations in Emergency

19. To carry out all necessary repair works to bridge and other structures in an emergency. To take all appropriate actions in an emergency to resolve Health and Safety property matters.

DIRECTOR OF COMMUNITY & CHILDREN'S SERVICES

Key functions delegated to the Director of Community & Children's Services (DCCS) include, but are not limited to:-

Services for Children

1. To be the City of London Corporation's statutory Director of Children's Services under section 18 of the Children Act 2004.
2. To carry out the functions of the Corporation as a Children's Services Authority including those functions referred to in Schedule 2 of the Children Act 1989, Section 18 of the Children Act 2004 and the Adoption and Children Act 2002(as amended from time to time), including:-
 - a. education functions conferred on or exercisable by the authority including the functions of the Corporation relating to child employment and the youth service, and functions relating to adult learning and further education, set out in the Section 18(3) of the Children Act 2004 (as amended from time to time).;
 - b. functions conferred on or exercisable by the authority which are social services functions (within the meaning of the Local Authority Social Services Act 1970 (c. 42)), so far as those functions relate to children;
 - c. the functions conferred on the authority under sections 23C to 24D of the Children Act 1989 (After care arrangements etc.) (c. 41) (so far as not falling within paragraph (b));
 - d. the functions conferred on the authority under sections 10 to 12, 12C, 12D and 17A of the Children Act 2004.
 - e. any functions exercisable by the authority under section 75 of the National Health Service Act 2006 on behalf of an NHS body (within the meaning of those sections), so far as those functions relate to children; and
 - f. the functions conferred on the authority under Part 1 of the Childcare Act 2006 in relation to Early Years
 - g. the functions conferred on the authority under any new or amended legislation in relation to education or children's social care.
3. To carry out the functions of the Council under section 31 of the Health Act 1999 (as amended from time to time) so far as those functions relate to children.
4. To arrange the use of Sir John Cass School premises for adult education classes, youth work and other after-school activities.
5. To submit responses on behalf of the Committee to consultative documents issued by Government and its agencies, subject to their being copied to the Chairman and Deputy Chairman (Education Committee 15.03.93).

Adult Services

6. To be the Council's Statutory Director of Adult Social Services under section 6(A1) of the Local Authority Social Services Act 1970 as amended by section 18(1) of the Children Act 2004.

7. To carry out the functions of the Council in relation to Adult Social Services and Social Care including all social services functions under the Local Authority Social Services Act 1970 and the National Health Service and Community Care Act 1990 (as amended from time to time) so far as they relate to adults.
8. To be the principal point of contact for the conduct of business with the health service sector and carry out the functions of the Council under the Health Act 1999 and any other health legislation (as amended from time to time) so far as these functions relate to adults.

Adult Skills and Learning

9. To manage and run the apprenticeship scheme.
10. To prepare and submit funding bids to the Skills funding agency and other sources as appropriate.
11. To enter into partnerships with businesses and educational institutions on behalf of the apprenticeship scheme and skills and training.
12. To participate in regional and sub-regional programmes to enhance skills and learning.
13. To determine fees for adult education, youth and early years/out of school provision.

Housing

14. To act on behalf of the City Corporation in its capacity as a local housing authority on all matters relating to the City Corporation's functions under the provisions of housing legislation, which include but are not limited to:-
 - a. determining the strategic management and direction for Housing operational services;
 - b. exercising the functions as Housing Authority in accordance with the Housing Strategy and other relevant housing policies and plans;
 - c. exercising the functions in respect of the preparation and development of appropriate strategies and plans, including those relating to housing investment, homelessness, social tenancy, tenancy related matters, leaseholders and allocations;
 - d. undertaking the periodic reviews of housing needs and conditions within the City;
 - e. preparing and reviewing an Asset Management Strategy for consideration by Members;
 - f. maintaining the Housing Revenue Account in accordance with proper practices;
 - g. discharging of all functions and responsibilities Procurement in relation to the City Corporation's housing stock;
 - h. incurring housing repair and improvement expenditure within budget levels and the programmed maintenance of City dwellings, garages and estates;
 - i. incurring expenditure on adaptations to dwellings for people with disabilities within the approved budgets;
 - j. securing effective housing and neighborhood management including the management of the City Corporation's housing properties, housing estates and ancillary amenities, including rent collection, recovery of arrears and debit control;

- k. undertaking statutory and general consultations on housing matters with tenants, leaseholders and others
- l. exercising the powers relating to securing possession of City dwellings, demotion orders, eviction of secure tenants, introductory tenants, non-secure tenants and licensees in accordance with City Corporation's policy;
- m. assessing and preventing homelessness in accordance with legislation;
- n. attending the Barbican Residents' Association meetings and discharging functions as set out in the agreed terms of reference of that Committee.

Barbican Estate

- 15. In relation to the Barbican Estate:-
 - a. to approve lettings and sales between Committee meetings;
 - b. to authorise sale prices at or above consultant values;
 - c. to approve sales of residential property on the Estate;
 - d. to approve assignments, sub-tenancies and tenancies at will to suitably qualified applicants between Committee meetings;
 - e. to authorise signage on private areas of the Estate;
 - f. to approve the occupation of accommodation by Estate Office staff in and around the Barbican;
 - g. to approve the occupation of accommodation managed by the Barbican Estate to other City of London Corporation Departments.
- 16. To approve, where appropriate, filming and photography on the Estate.
- 17. To agree commercial rent levels in consultation with the City Surveyor, subject to reporting to the Barbican Residential Committee.
- 18. To approve valuations of flats submitted by consultant valuers.
- 19. To appoint consultants in accordance with Standing Orders.

Commercial Property

- 20. To approve all new lettings of commercial property at market value for a term of 15 years or less, with a minimum of five yearly upward only rent reviews. Such lettings to accord with the relevant approved commercial estate strategy.
- 21. To conclude all commercial property rent reviews, except where:-
 - a. it is proposed that the rent is reduced;
 - b. the review is determined more than 12 months after the review date unless either (a) interest is payable on the reviewed sum, or (b) the matter has been referred for determination by a third party and has been so determined.
- 22. To approve all lease renewals of commercial property, where the lease is renewed by negotiation or where the lessee is entitled to renewal in accordance with Part II of the Landlord & Tenant Act 1954. Such renewal will be at market value for a term of 15 years or less, with a minimum of five yearly upwards only rent reviews.

23. To negotiate terms and accept surrenders of commercial leases where the level of income is maintained by the simultaneous grant of a new letting to either the existing or a new tenant.
24. To approve the grant of short term periodic tenancies, tenancies at will, licenses, easements, and wayleaves in respect of cables, cranes, scaffolding and hoardings and similar arrangements of a non-permanent and determinable nature, other than those involving capital payments totalling in excess of £10,000.
25. To deal with Rights of Light and Party Wall matters and other items of a similar nature, including those where, in the opinion of the Director capital payments are not considered appropriate or the quantum of such payments has been determined by external advice.
26. To authorise formal minor amendments to any lease, tenancy, licence or other agreement relating to property which does not in the opinion of the Director materially affect the duration of, or income from such agreements.

[NB. The definition of 'market value', as referred to above, is as stated in the RICS Appraisal & Valuation Standards (7th edition) – Practice Statement 33:-

'The estimated amount for which a property, or space within a property, should lease on the date of valuation between a willing lessor and a willing lessee on appropriate lease terms in an arms-length transaction, after proper marketing wherein the parties had each acted knowledgeably, prudently and without compulsion. Whenever Market Rent is provided the 'appropriate lease terms' which it reflects should also be stated. '

Proper Officer

27. To act as the Proper Officer for the London City Registration District (Registration of Births, Deaths, Marriages, etc.) pursuant to Section 29 of the Local Government Act 1972.
28. To act as the Proper Officer for the Rent Act 1977 (as amended by the Housing Act 1980).

Public Health

29. To discharge the responsibilities for public health within The City of London in accordance with the requirements of the Health and Social Care Act 2012 and the NHS Act 2006.
30. To manage the City Corporation's Public Health functions (where these are not specially delegated to other Chief Officers).
31. Exercising the functions in planning for, and responding to, emergencies that present a risk to public health.
32. To cooperate with the police, the probation service and prison service to assess the risks posed by violent or sexual offenders.

33. To provide the City Corporation's public health response as a 'responsible authority' under the Licensing Act.
34. To develop and maintain the Joint Strategic Needs Assessment for the City of London and to discharge the responsibilities for research in relation to public health and wellbeing.
35. To produce an annual public health report

Miscellaneous

36. To enter into Commissioning arrangements for the provision of any of the functions of the Director of Community and Adult Services in so far as this is compatible with the general conditions of delegations.
37. To consider representations from persons seeking access to their files under the Data Protection Act 1998, and to grant such access as appropriate.

Delegations to other Officers

38. The following authorities are also delegated to the Officers as appropriate to the relevant skills and experience of each to be exercised either,
 - (a) at the direction of the Director of Community & Children's Services; or,
 - (b) in the absence of the Director of Community & Children's Services

Assistant Director People	- Items 5-11
Assistant Director Places	- Items 19-31
Assistant Director Partnerships (and other items relating to commissioning of services)	- Items 14-18
Director of Public Health	- Items 34-40

DIRECTOR OF THE BUILT ENVIRONMENT

The following general powers are delegated to the Director of the Built Environment:-

Authorisations

1. To authorise duly appointed officers to act under any enactments, regulations or orders relating to the functions within the purview of the Committee and of Department.
2. To sign the necessary warrants of authorisation for the above officers.

Charges

3. Setting miscellaneous hourly-based charges subject to agreement with the Chamberlain.

Transportation & Public Realm

4. To implement, waive or vary charges relating to traffic management and /or the Public Highway and/or pipe subways such as parking dispensations, private apparatus in the highway, temporary road closures and traffic orders, scaffolding hoarding and fencing licenses, and charges for pipe subways (including under S.73 of the London Local Authorities Act 2007).
5. To grant permission or consent with or without conditions or refusing to grant permission or consent as the case may be with respect to applications made to the City of London Corporation:
 - a. under Part II of the Road Traffic Act 1991, relating to dispensations from, or, the temporary suspension of, waiting and loading regulations or parking places regulations made in accordance with the Road Traffic Regulation Act 1984;
 - b. under Section 7 of the City of London (Various Powers) Act 1973, relating to new buildings;
6. To sign appropriate notices indicating that consent or refusal has been given, as the case may be under (a) above.
7. To sign and serve notices or granting of consents under the Highways Act 1980, City of London Various Powers Act 1900 and the City of London Sewers Act 1848 relating to the management and maintenance of streets within the City.
8. To exercise powers under the Road Traffic Regulation Act 1984 in respect of temporary traffic orders
9. To issue notices and, as necessary discharge the City of London Corporation's obligations under Part III of the New Roads and Street Works Act 1991, relating to the co-ordination and execution of street works by public utility companies and other licensed operators.
10. To enter into agreement with companies and statutory companies to allow the placement of plant within the pipe subways inherited from the Greater London Council in accordance with the London County Council (General Powers) Act 1958 and to

determine applications for consent to place electricity substations in the street pursuant to the Electricity Act 1989

11. To enter into agreements with other traffic authorities to jointly exercise the City's traffic order making functions or to delegate those functions to them in accordance with S.101 Local Government Act 1972
12. To enter into agreements with other highway authorities under section 8 of the Highways Act 1980

Water and Sewers

13. The requisition of sewers under Sections 98 to 101 inclusive of the Water Industry Act 1991 (relating to the powers to exercise and discharge the functions of the Undertaker within the City to adopt sewers).
14. The adoption of sewers under Sections 102 to 105 inclusive of the Water Industry Act 1991 (relating to the powers to exercise and discharge the functions of the Undertaken within the City to adopt sewers).
15. To authorise and/or approve works under Section 112 of the Water Industry Act 1991 (relating to the power to exercise and discharge the requirements of the Undertaker within the City).
16. The closure or restriction of sewers under Section 116 of the Water Industry Act 1991, relating to the powers to exercise and discharge the functions of the Undertaker within the City to close or restrict the use of a public sewer.
17. The alteration or removal of pipes or apparatus of the Undertaker under Section 185 of the Water Industry Act 1991, relating to the power to exercise and discharge the functions of the Undertaker within the City to alter or remove any relevant pipe or apparatus.

Highways and Transport

18. To make all Traffic Orders under sections 6, 9, 10, 23 and 45 of the Road Traffic Regulation Act 1984, and to make modifications to or to revoke any experimental Traffic Regulation Order (following consultation with the Commissioner of Police for the City of London) where deemed necessary in the interests of safety, convenience or the expeditious movement of traffic.
19. To exercise powers under Part V of the Highways Act 1980 dealing with highway improvements.
20. To make representation or lodge objection, as appropriate, to applications for a Public Service Vehicle Operator's Licence, under Section 14A of the Public Passenger Vehicles Act 1981 or for a London Local Service Licence, under section 186 of the Greater London Authority Act 1999 and authorising in writing the appropriate officers in his Department to put forward objection or recommendation on behalf of the City of London Corporation at any Inquiry or Appeal arising out of an application for either of the recited licences.
21. To agree details of railway works in the City of London under the Transport and Works Act 1992.

22. To issue projection licences on, over or under streets pursuant to schemes where planning permission has already been agreed or renewing existing licences.
23. To be responsible for all functions under the Traffic Management Act 2004 and Regulations made thereunder that relate to the City of London as a local highway and local traffic authority.
24. To agree consents for temporary highway activities pursuant to the Crossrail Act 2009
25. To exercise through Civil Enforcement amongst other things, parking management and parking enforcement functions, under the Road Traffic Regulations Act 1984, the Road Traffic Act 1991, the London Local Authorities Acts 1996 – 2008 (LLAA), and the Traffic Management Act 2004 (TMA)

City Walkway

26. Power to licence the temporary hoarding or enclosure of City Walkway pursuant to Section 162 of the City of London Sewers Act 1848 and Section 21 and Schedule 2 Part II to the City of London (various Powers) Act 1967.

Cleansing

27. The institution of proceedings and other enforcement remedies in respect of offences under the Environmental Protection Act 1990, Part II, Part III and Part IV.
28. To institute proceedings and other enforcement remedies in respect of the Health Act 2006, section 6, 7, 8, 9 and 10.
29. To institute proceedings and other enforcement remedies in respect of offences under the Refuse Disposal (Amenity) Act. 1978.
30. To institute proceedings and other enforcement remedies in respect of offences under the City of London (Various Powers) Act 1987.
31. To institute proceedings and enforcement remedies in relation to part VI of the Anti-Social Behaviours Act 2003.
32. To institute proceedings in relation to Town and Country Planning Act 1990 section 224 and 225.
33. To institute proceedings in relation to Regulatory Investigator Powers Act 2000.
34. To institute proceedings in relation to Control of Pollution Act 1974.
35. To issue notices under section 6 London Local Authorities Act 2004 (abandoned vehicles).

Delegations to other Officers

The above-mentioned authorities are also delegated to the specified Deputies or Assistants:-

Transportation and Public Realm Director – Items 4-35

Town Planning

The following functions are delegated to the Chief Planning and Development Director:-

A: Development Management

36. To determine applications for outline, full and temporary planning permission under Part III of the Town and Country Planning Act 1990 subject to the applications being in accordance with policy, not being of broad interest and there being no more than 4 planning objections.
37. To make non-material changes to planning permission pursuant to Section 96A of the Town and Country Planning Act 1990.
38. To determine applications for Listed Building Consent under the Planning (Listed Buildings & Conservation Areas) Act 1990; subject to the applications not being of broad interest and there being no more than 4 planning objections.
39. To advise the Secretary of State for Communities and Local Government of what decision the City of London Corporation would have made on its own applications for listed building consent if it had been able to determine them subject to the same criteria as 41.
40. To grant applications for Conservation Area Consent under the Planning (Listed Buildings & Conservation Areas) Act 1990; subject to the applications not being of broad interest and there being no more than 4 planning objections.
41. To determine submissions pursuant to the approval of conditions, under the Town & Country Planning Act 1990 and the Planning (Listed Buildings & Conservation Areas) Act 1990 and in relation to clauses set out in approved Section 106 Agreements.
42. To make minor changes to conditions in respect of planning permissions, listed building consents and conservation area consents which have been conditionally approved by the Planning & Transportation Committee
43. To determine applications for planning permission, listing building consent and conservation area consent to replace an extant permission/consent granted on or before 1st October 2010, for development which has not already begun with a new permission/consent subject to a new time limit pursuant to Article 18 of the Town and Country Planning (Development Management Procedure) Order 2010 and Regulation 3 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990 and provided no more than 4 planning objections have been received.
44. To determine applications for Certificates of Lawfulness of existing and proposed use or development in accordance with sections 191 and 192 of the Town and Country Planning Act 1990.
45. To determine applications for Advertisement Consent pursuant to Regulations 12, 13, 14, 15 and 16 of the Town & Country Planning (Control of Advertisements) (England) Regulations 2007.

46. To determine applications for prior approval under the Town and Country Planning (General Permitted Development) Order 1995.
47. To make observations in respect of planning and related applications submitted to other Boroughs, where the City of London's views have been sought and which do not raise wider City issues.
48. To serve notices under Article 4 of the Town and Country Planning (Development Management Procedure) Order 2010.
49. To determine the particulars and evidence to be supplied by an applicant for planning permission pursuant to section 62 of the Town and Country Planning Act 1990.
50. To serve Planning Contravention Notices under Section 171C of the Town and Country Planning Act 1990.
51. To serve Planning Contravention Notices under Section 171C of the Town and Country Planning Act 1990.
52. To issue and serve Enforcement Notices under Section 172 of the Town and Country Planning Act 1990 and Section 38 of the Planning (Listed Buildings and Conservation Areas) Act 1990.
53. To issue a letter of assurance under Section 172A of the Town and Country Planning Act 1990.
54. To serve notices under Section 215 of the Town and Country Planning Act 1990.
55. To serve Breach of Condition Notices under Section 187A of the Town and Country Planning Act 1990.
56. To decline to determine a retrospective application for planning permission under Section 70C of the Town and Country Planning Act 1990.
57. To seek information as to interests in land under Section 330 of the Town and Country Planning Act 1990, and as applied by Section 89 of the Planning (Listed Buildings & Conservation Areas Act) 1990, and Section 16 of the Local Government (Miscellaneous Provisions) Act 1976.
58. To institute proceedings pursuant to Section 224 of the Town and Country Planning Act 1990.
59. To serve Notice of Intention to remove or obliterate placards and posters pursuant to Section 225, 225A, 225C and 225F of the Town and Country Planning Act 1990.
60. To agree minor variations to agreements pursuant to sections 106 and 106A of the Town and Country Planning Act 1990
61. To determine applications made under section 106BA of the Town and Country Planning Act 1990 (concerning the modification or discharge of affordable housing obligations) and to agree viability assessments submitted in support of such applications.

62. To agree minor variations to agreements pursuant to section 278 of the Highways Act 1980.
63. To make payments to other parties where required by the terms of an agreement made under section 106 of the Town and Country Planning Act 1990 or section 278 of the Highways Act 1980.
64. To determine City Community Infrastructure Levy contributions pursuant to the Community Infrastructure Levy Regulations 2010 (as amended).
65. To pass Community Infrastructure Levy contributions to other parties pursuant to section 216A of the Planning Act 2008 and regulations made thereunder.

B: Trees

66. To authorise works, including their removal, to trees in Conservation Areas and works in relation to a tree the subject of a Tree Preservation Order (T.P.O.), subject to them being seen and agreed by the Chairman of the Planning & Transportation Committee or Deputy Chairman in his or her absence.
67. To determine applications made under sections 206 (2) and 213 (2) of the Town and Country Planning Act 1990, to dispense with the duty to plant replacement trees, subject to notification to the Chairman or Deputy Chairman of the Planning & Transportation Committee except in urgent cases.

C: Churches

68. To respond to consultation made under the provisions of the Pastoral Measure 1983, the Faculty Jurisdiction Rules 2000 and 2013, the Care of Churches and Ecclesiastical Jurisdiction Measure 1991, the Care of Cathedrals Measure 1990 and the Code of Practice relating to exempted denominations procedures agreed by the Secretary of State.
69. The City of London Corporation's functions under the City of London (St. Paul's Cathedral Preservation) Act 1935.

D: Environmental Impact

70. To carry out the following functions under the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations of 2011 and Circular 02/99:-
 - a. formulating "screening opinions" under Regulation 5;
 - b. requiring developers to submit an environmental statement to validate an application under Regulation 10;
 - c. formulating "scoping opinions" under Regulation 13;
 - d. providing relevant information to developers who propose to prepare an environmental statement under the provisions of Regulation 15 (4);
 - e. requiring the submission of further information pursuant to regulation 22
 - f. requiring the local authority to submit an environmental statement in respect of applications for local authority development under Regulation 25;

- g. formulating a “screening opinion” in matters of planning enforcement under Regulation

E: Crossrail

- 71. To agree Crossrail contributions, agree viability assessments and instruct the Comptroller & City Solicitor to secure any necessary planning obligations in respect of Crossrail contributions pursuant to Section 106 of the Town and Country Planning Act 1990.
- 72. To review Section 106 agreements for planning permission already considered by the Planning & Transportation Committee, but not yet issued prior to the policy being adopted, and re-determine the application to ensure that appropriate consideration is given to relevant policy on the Crossrail contribution (subject to there being no reduction in any S.106 contributions previously envisaged).
- 73. To make payments of Crossrail contributions received by the City to the Mayor and/or Transport for London on the basis of the Implementation Protocol between the Mayor, Transport for London and the local planning authorities, subject to such payment being agreed by the Chamberlain.

The following functions are delegated to the Planning Policy and Performance Director:-

F: Local Plans, Naming and Numbering

- 74. To carry out sustainability appraisal of Local Development Documents under Section 19(5) of the Planning and Compulsory Purchase Act 2004 and to exercise functions under the Environmental Assessment of Plans and Programmes Regulations 2004 including carrying out strategic environmental assessment (including assessments under the Habitats Directive (Council Directive 92/43/EEC)), preparing, publishing and consulting upon screening reports, scoping reports, sustainability commentaries and sustainability appraisal reports.
- 75. To carry out public consultation in the preparation of Local Development Documents in accordance with the Statement of Community Involvement and the duty cooperate in Section 33A of the Planning and Compulsory Purchase Act 2004.
- 76. To carry out surveys under Section 13 of the Planning & Compulsory Purchase Act 2004.
- 77. To provide any documents necessary to support consultations on Local Development Documents and submission of Local Plans.
- 78. To prepare and publish monitoring reports on an annual basis in accordance with Section 35 of the Planning & Compulsory Purchase Act 2004
- 79. To make observations on consultation documents issued by central and local government, statutory bodies etc., where the observations are in accordance with the City’s general policy position.

80. To carry out public consultation in the preparation of the Community Infrastructure Levy, in accordance with the Community Infrastructure Levy Regulations 2010 (as amended) and the Statement of Community Involvement.
81. To exercise powers under the London Building Acts (Amendment) Act 1939 – Part II relating to street naming and numbering of property.

G: Land Charges

82. To maintain a register and index of Local Land Charges pursuant to section 3 of the Local Land Charges Act 1975, including the amendment and cancellation of registrations pursuant to the Local Land Charges Rules 1975 and to set search fees pursuant to Section 8 of the Local Land Charges Act 1975 and Section 150 of the Local Government and Housing Act 1989 and relevant Rules and Regulations made there under.
83. To make searches and issue search certificates pursuant to section 9 of the Local Land Charges Act 1975.

Delegations to other Officers

The following functions are also delegated to the following Officers:-

Director of the Built Environment – Section A to G

Chief Planning Officer & Development Director – Sections F-G in the absence of the Policy & Performance Director

Assistant Director (Development Management) – Sections A – E

Assistant Director (Change Management) – Sections A to E

Policy & Performance Director – in the absence of the Chief Planning and Development Director; and Assistant Directors, Sections A to E

Statutory Authorities

84. Officers of the department are authorised to exercise the following powers in accordance with the responsibilities of the post:
 - a. Sections 178(1), 196A(1), 196B, 209(1), 214B(1)(3), 214C, 219(1) and 225, 324 and 325 of the Town and Country Planning Act 1990 (as amended),
 - b. Sections 42(1), 88(2), (3), (4) and (5) and 88(A) of the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended)
 - c. Sections 36 and 36A of the Hazardous Substances Act 1990.

DISTRICT SURVEYOR

The following functions are delegated to the District Surveyor:

85. To grant permission or consent, with or without conditions or, refuse to grant permission or consent, as the case may be, with respect to applications made to the City of London Corporation under the London Building Acts 1930-1982, The Building Act 1984 and The Building Regulations 2010 (as amended).
86. To sign and serve any notices required to be given by the City of London Corporation under the London Building Acts (Amendment) Act 1939, Part VII, Section 62 relating to dangerous structures within the City of London.

Delegation to other Officers

The functions of the District Surveyor are also delegated to the Director of the Built Environment and the Deputy District Surveyor.

DIRECTOR OF CULTURE, HERITAGE & LIBRARIES

The following matters are delegated to the Director of Culture, Heritage & Libraries:-

Libraries

1. To approve loans of material to outside exhibitions.
2. To agree discounts of up to 50% to individual loan fees.
3. To waive loan fees in appropriate circumstances.
4. To negotiate the administrative fees to be charged in respect of scholarly loans .
5. To make promotional offers involving the waiving of charges for the library service
6. To waive admission charges to the Guildhall Art Gallery for promotional purposes.
7. The revision of all charges, with the discretion to reduce or waive such fees in appropriate circumstances.
8. The setting of levels of discount offered by the Guildhall Art Gallery and by the Guildhall Library Bookshop.

Tower Bridge

1. To approve lettings of accommodation at Tower Bridge subject to the hire charges being within the levels approved by the Corporate Asset Sub-Committee.
2. To negotiate and agree non-fee based benefits for Tower Bridge in respect of large budget productions.

DIRECTOR OF MARKETS & CONSUMER PROTECTION

The following matters are delegated to the Director of Markets & Consumer Protection:-

Markets

1. To agree the assignment of tenancies where, in their opinion, there are no complications.
2. To grant tenancies at will to suitably qualified applicants in a standard form previously approved by the Comptroller & City Solicitor.
3. To authorise the Comptroller & City Solicitor to institute proceedings under the City of London Corporation's Byelaws.

Delegations to other Officers

4. The above matters (1, 2 and 3) are also delegated to the Superintendents of Billingsgate Market, Smithfield Market and Spitalfields Market to be exercised either at the direction of or in the absence of the Director of Markets & Consumer Protection.

Port Health and Public Protection Division

Administrative

5. To increase current charge rates for products of animal origin annually in line with inflation.
6. To enter into a Service Level Agreement with the Health Protection Agency and agree minor amendments from time to time if required.
7. Setting miscellaneous hourly-based charges subject to agreement with the Chamberlain.

Delegations to other Officers

8. The above matters (5, 6 and 7) are also delegated to the Port Health and Public Protection Director at the direction of or in the absence of the Director of Markets & Consumer Protection.

Legislative

9. To authorise duly appointed officers to act under any enactments, regulations or orders relating to the functions within the purview of the Committee and Department.

The Director of Markets and Consumer Protection and any staff authorised by him are indemnified against all claims made against them including awards of damages and costs arising out of acts done by them in the bona fide discharge or purported discharge of such functions.

	Legislation	Delegated Function
1.	Accommodations Agencies Act 1953	Institution of Proceedings and other enforcement methods
2.	Administration of Justice Act 1970	Institution of Proceedings and other enforcement methods
3.	Agriculture Act 1970 (as amended)	(i) Institution of Proceedings and other enforcement methods (ii) Section 67 – to enforce this part of the Act within the respective area; and the health authority of the Port of London shall have the like duty as respects the district of the Port of London
4.	Agricultural Produce (Grading & Marking) Act 1928 Agricultural Produce (Grading & Marking) Amendment Act 1931	Institution of Proceedings and other enforcement methods
5.	Animal Boarding Establishment Act 1963	(i) Institution of Proceedings and other enforcement methods (ii) Authorising of Officers to carry out inspections (iii) Granting of Licences
6.	Animal Health Act 1981 including all Orders and Regulations made thereunder	(i) Institution of Proceedings and other enforcement methods (ii) Section 52(1) – Appointment of Inspectors and other Officers as required for the execution and enforcement of the Act
7.	Animal Health & Welfare Act 1984	Institution of Proceedings and other enforcement methods.
8.	Animal Welfare Act 2006	(i) Institution of Proceedings and other enforcement methods (ii) Section 51 – Appointment of Inspectors and other Officers as required (iii) Service of Notices under

		Section 10
9.	Anti-Social Behaviour Act 2003	(i) Institution of Proceedings and other enforcement methods (ii) Section 48 – Issue of Notices (iii) Section 43 – Issue of FPN’s (iv) Authorisation of Officers
10.	Breeding of Dogs Acts 1973 (as amended) & 1991 Including any regulations made there under and Breeding and Sale of Dogs (Welfare) Act 1999 (amendment to the 1973 Act)	(i) Institution of Proceedings and other enforcement methods (ii) Section 2 – Authorisation of officers (iii) the Granting of Licences iv) Setting of Fees
11.	Building Act 1984 including all Orders & Regulations made thereunder	(i) Institution of Proceedings and other enforcement methods (ii) Section 126 – Authorisation of Officers (iii) Part I and Schedule 3 - Granting all authorisations and consents and issuing of notices
12.	Cancer Act 1939	Institution of Proceedings and other enforcement methods
13.	Children & Young Persons Act 1933 (as amended by Protection of Children (Tobacco) Act 1986	Institution of Proceedings and other enforcement methods
14.	Children & Young Persons (Protection from Tobacco) Act 1991 Including all Orders and Regulations made thereunder	Institution of Proceedings and other enforcement methods
15.	Christmas Day (Trading) Act 2004	(i) Institution of Proceedings and other enforcement methods. (ii) Section 3(2) – Appointment of Inspectors. (iii) Section 2(1) – Granting of Consents.
16.	City of London Sewers Act 1848 (as amended in 1851 and 1897)	(i) Powers of Inspection under Sections 70 and 71 (ii) Issuing of notices Sections 61 and 75

17.	City of London (Various Powers) Act 1954 – Section 4	Institution of Proceedings and other enforcement methods
18.	City of London (Various Powers) Act 1971 – Section 3	Institution of Proceedings and other enforcement methods
19.	City of London (Various Powers) Act 1973	To exercise the power to dispense with or relax any requirement of a sanitation byelaw
20.	City of London (Various Powers) Act 1977	Authorisation of Officers under Section 22
21.	City of London (Various Powers) Act 1987 – Part III	(i) Grant and renewal of annual licences (ii) Institution of Proceedings and other enforcement methods (iii) Section 26 – Designation of areas
22.	Clean Air Act 1993 Including any Regulations made thereunder	(i) Institution of Proceedings and other enforcement methods (ii) Section 56 – Authorisation of Officers (iii) Sections 24, 36 & 58 – Serving of notices (iv) Section 15 – Granting of approvals (v) Section 35 – Powers of entry
23.	Clean Neighbourhoods and Environment Act 2005	(i) Power to make dog control orders (ii) Issue Fixed Penalty Notices (iii) Setting the level of fees (iv) Authorising Officers
24.	Companies Act 2006 Including any regulations made thereunder	Institution of Proceedings and other enforcement methods
25.	Consumer Credit Act 1974 Including any regulations made thereunder	(i) Institution of Proceedings and other enforcement methods. (ii) Authorisation of officers under Sections 162 & 164
26.	Consumer Protection Act 1987 Including any regulations made thereunder	(i) Institution of Proceedings and other enforcement methods

		(ii) Authorisation of Officers under Sections 28 & 29 (iii) Part II – Serving of notices
27.	Control of Pollution Act 1974	(i) Institution of Proceedings and other enforcement methods. (ii) Part III and Section 93 – serving of notices.
28.	Copyright Designs & Patents Act 1988	Institution of Proceedings and other enforcement methods
29.	Courts & Legal Services Act 1990	(i) Institution of Proceedings and other enforcement methods. (ii) Authorisation of officers under Section 106(6)
30.	Criminal Justice Act 1988	Institution of Proceedings and other enforcement methods
31.	Criminal Justice & Public Order Act 1994	Institution of Proceedings and other enforcement methods
32.	Dangerous Wild Animals Act 1976	(i) Institution of Proceedings and other enforcement methods (ii) Section 3 – Authorisation to carry out inspections (iii) Section 1 – Granting of licences
33.	Education Reform Act 1988	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of officers under Section 215
34.	Enterprise Act 2002	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Serving of Notices (iv) Applying for Orders
35.	Environment Act 1995	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers

36.	Environmental Protection Act 1990 (Part III)	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Issuing Notices
37.	Estate Agents Act 1979	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Issuing Notices
38.	European Communities Act 1972	Institution of legal proceedings, granting of authorisations/permissions, issuing of notices and authorisation of officers in respect of regulations made under the provisions of S.2(2) European Communities Act 1972 insofar as they apply to the Common Council of the City of London in its capacity as a local authority, weights and measures authority, food authority or port health authority.
39.	Explosives Act 1875 – Section 69	Discharge of duties
40.	Fair Trading Act 1973	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers
41.	Farm & Garden Chemicals Act 1967	Institution of Proceedings and other enforcement methods
42.	Fireworks Act 2003	Institution of Proceedings and other enforcement methods
43.	Food and Environmental Protection Act 1985	Institution of Proceedings and other enforcement methods
44.	Food Safety Act 1990	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Issue of Notices

		(iv) Appointment of Public Analysts for the City of London Corporation acting as a Food Authority and/or a Port Health Authority
45.	Forgery & Counterfeiting Act 1981	Institution of Proceedings and other enforcement methods
46.	Fraud Act 2006	Institution of Proceedings and other enforcement methods
47.	Gambling Act 2005	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Granting applications, variations and transfers of premises licences (iv) Granting provisional statements (v) Endorsement of temporary use notices (vi) Issuing club gaming permits (vii) Issuing of club machine permits (viii) Granting and renewing family entertainment centre permits; Licensed Premises Gaming Machine permits; Prize Gaming permits
48.	Greater London Council (General Powers) Act 1967	(i) Institution of Proceedings and other enforcement methods (ii) Issue of Certificates of Registration
49.	Greater London Council (General Powers) Act 1981	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Issue of Notices
50.	Greater London Council (General Powers) Act 1984, Part VI	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Granting of refusing registration

51.	Hallmarking Act 1973	Institution of Proceedings and other enforcement methods
52.	Health Act 2006	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Issue of Notices
53.	Health and Safety at Work Act 1974 Including any Regulations made thereunder	(i) Institution of Proceedings and other enforcement methods (ii) Appointment of inspectors (iii) Issue of notices
54.	House to House Collections Act 1939 (Regulations 1947)	(i) Institution of Proceedings and other enforcement methods (ii) Granting of Licences.
55.	Housing Act 1985	(i) Institution of Proceedings and other enforcement methods (ii) Issue of Notices (iii) Granting of Licences
56.	Housing Act 2004	(i) Institution of Proceedings and other enforcement methods (ii) Issue of Notices (iii) Authorisation of Officers (iv) Power to make Orders (v) Exercising the licensing functions
57.	Insolvency Act 1986	Institution of Proceedings and other enforcement methods
58.	Intoxicating Substances (Supply) Act 1985	Institution of Proceedings and other enforcement methods
59.	Knives Act 1997	Institution of Proceedings and other enforcement methods
60.	Legal Services Act 2007	Institution of Proceedings and other enforcement methods
61.	Licensing Act 2003 Various provisions relating to granting or refusal or	(i) Institution of Proceedings and other enforcement

	enforcement.	<p>methods</p> <ul style="list-style-type: none"> (ii) Authorisation of Officers (iii) Granting premises licences, variations to premises licences and transferring premises licences (iv) Issuing provisional statements (v) Granting club premises certificates, and variations to club premises certificates (vi) Issue of Notices (vii) Renewal of personal licences (viii) Determining representations
62.	Local Government (Miscellaneous Provisions) Act 1976	<ul style="list-style-type: none"> (i) Institution of Proceedings and other enforcement methods (ii) Issue of Notices
63.	Local Government (Miscellaneous Provisions) Act 1982	<ul style="list-style-type: none"> (i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Granting of registrations
64.	London County Council (General Powers) Act 1920 - Part IV	<ul style="list-style-type: none"> (i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers
65.	London Local Authorities Act 1990	<ul style="list-style-type: none"> (i) Institution of Proceedings and other enforcement methods under Section 34 (ii) Granting, renewing, revoking or varying of licences under Part III
66.	London Local Authorities Act 2007	Institution of Proceedings and other enforcement methods under Section 75
67.	Malicious Communications Act 1988	Institution of Proceedings and other enforcement methods
68.	Medicines Act 1968 Including any Regulations and Orders made thereunder	<ul style="list-style-type: none"> (i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers

69.	Motorcycle Noise Act 1987	Institution of Proceedings and other enforcement methods
70.	National Lottery ETC Act 1993	Institution of Proceedings and other enforcement methods
71.	Noise Act 1996	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Issue of Notices
72.	Olympic Symbol etc. (Protection) Act 1995	Institution of Proceedings and other enforcement methods
73.	Performing Animals (Regulation) Act 1925	(i) Institution of Proceedings and other enforcement methods. (ii) Authorisation of Officers
74.	Pet Animal Act 1951	(i) Institution of Proceedings and other enforcement methods. (ii) Authorisation of Officers (iii) Granting of Licences
75.	Poisons Act 1972	(i) Institution of Proceedings and other enforcement methods. (ii) Authorisation of Officers
76.	Pollution Prevention & Control Act 1999 and the Environmental Permitting (England and Wales) Regulations 2010	(i) Institution of Proceedings and other enforcement methods. (ii) Undertaking of functions relating to permits (iii) Carrying out of Enforcement Actions (iv) Authorisation of Officers under Regulation 32 of the 2010 Regulations.
77.	Prevention of Damage by Pests Act 1949	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Issue of Notices
78.	Prices Acts 1974	(i) Institution of Proceedings and other enforcement

		methods (ii) Authorisation of Officers
79.	Property Misdescriptions Act 1991	(i) Institution of Proceedings and other enforcement methods. (ii) Authorisation of Officers
80.	Protection against Cruel Tethering Act 1988	Institution of Proceedings and other enforcement methods
81.	Protection from Harassment Act 1997	Institution of Proceedings and other enforcement methods.
82.	Public Health (Control of Disease) Act 1984	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Power to make Orders (iv) Applying to Courts for Closure Orders
83.	Public Health (Aircraft) Regulations 1979	Authorisation of Officers
84.	Public Health (Ships) Regulations 1979	Authorisation of Officers
85.	Public Health Act 1936	(i) Institution of Proceedings and other enforcement methods (ii) Issue of Notices
86.	Public Health Act 1961	Issue of Notices
87.	Riding Establishments Acts 1964 and 1970	(i) Institution of Proceedings and other enforcement methods (ii) Granting of Licences and provisional Licences
88.	Road Traffic Act 1988 Including any Regulations made thereunder	Institution of Proceedings and other enforcement methods
89.	Scrap Metal Dealers Act 1964	(i) Institution of Proceedings and other enforcement methods. (ii) Authorisation of suitable officers.
90.	Site Waste Management Plan Regulations 2008	i) Institution of Proceedings ii) Issue of Notices and Authorisation of Officers
91.	Solicitors Act 1974	(i) Institution of Proceedings and other enforcement

		methods (ii) Powers of Entry
92.	Sunbeds (Regulation) Act 2010	i) Institution of Proceedings and other enforcement methods ii) Powers of Entry
93.	Sunday Trading Act 1994	(i) Institution of Proceedings and other enforcement methods (ii) Appointment of Inspectors (iii) Consents
94.	Tobacco Advertising & Promotion Act 2002	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers
95.	Trade Descriptions Act 1968	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers
96.	Trade Marks Act 1994	Institution of Proceedings and other enforcement methods
97.	Unsolicited Goods & Services Act 1971	Institution of Proceedings and other enforcement methods
98.	Video Recordings Act 1984	Institution of Proceedings and other enforcement methods
99.	Water Industry Act 1991	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Issue of Notices and Notifications (iv) Granting of Consents
100.	Weights and Measures Act 1985	(i) Institution of Proceedings and other enforcement methods (ii) Power to appoint Inspectors
101.	Zoo Licensing Act 1981	(i) Institution of Proceedings and other enforcement methods (ii) Authorisation of Officers (iii) Granting, renewing, revoking, alteration and transferring of licenses (iv) Making zoo closure directions

DIRECTOR OF OPEN SPACES

The following matters are delegated to the Director of Open Spaces:-

Strategic

1. To submit responses, having consulted where appropriate, on behalf of the Open Spaces and City Gardens Committee to initiatives and consultative documents issued by the Government and its agencies.

Operational

Burnham Beeches and City Commons

2. To deal with the sale of agricultural and forestry produce by private treaty.
3. To issue all necessary licences, franchises and consents relating to the Beeches/Commons where a precedent has already been set and where the Epping Forest & Commons Committee have not indicated that they wish to consider any further applications.
4. To seek and obtain all requisite licences and consents required in connection with Beeches/Commons lands, activities or entertainments.
5. To take any action to protect or preserve the Beeches/Commons and to report to the Epping Forest & Commons Committee, as appropriate.
6. To enforce the Byelaws relating to the Beeches/Commons subject to any decision relating to the institution of legal proceedings being made in consultation with the Comptroller & City Solicitor and to the result of any such prosecution being reported to the Epping Forest & Commons Committee.
7. To authorise individual officers to enforce the Byelaws appertaining to the Beeches/Commons subject to any decision to institute proceedings being taken in accordance with paragraph (8) above.
8. To grant licences for:
 - a. sale of refreshments
 - b. filming and commercial photography
 - c. events and entertainments
 - d. driving and parking vehicles
9. To grant minor wayleaves and licences in consultation with the City Surveyor.

Epping Forest

10. To take any action to protect or preserve the Forest, and to report to the Epping Forest & Commons Committee, as appropriate.
11. To authorise individual officers to enforce the Byelaws relating to the Forest, subject to any decision to institute legal proceedings for any offence being made in consultation

with the Comptroller & City Solicitor, if appropriate, and to the result of any such prosecution being reported to the Epping Forest & Commons Committee.

12. To institute proceedings in Magistrates' courts under the Epping Forest Act 1878 (as amended) Section 87 of the Environmental Protection Act 1990, Section 9 of the City of London (Various Powers) Act 1971 and Section 7(6) of the City of London (Various Powers) Act 1977.
13. To close, re-open and vary designated ways pursuant to Section 9(4) of the City of London (Various Powers) Act 1961.
14. To deal with the sale of Forest produce by private treaty.
15. To grant licences for: –
 - e. sale of refreshments;
 - f. filming and commercial photography;
 - g. circus and fairs;
 - h. flying model aircraft;
 - i. driving and parking vehicles;
 - j. camping;
 - k. events and entertainments.
16. To let out recreational facilities in accordance with the current approved scale of charges.
17. To grant minor way-leaves and licences.
18. To fix fees for the sale of Forest produce and to fix licence fees for ice cream vans and other small scale refreshment facilities in the Forest.

Hampstead Heath, Highgate Wood and Queen's Park

19. To liaise with English Heritage pursuant to the provision of any agreement in this regard between the City of London Corporation and English Heritage.
20. To issue all necessary licences, franchises and consents relating to Hampstead Heath, Highgate Wood and Queen's Park where a precedent has already been set and where the Hampstead Heath, Highgate Wood & Queen's Park have not indicated that they wish to consider any further applications.
21. To seek and obtain all requisite licences and consents required in connection with Hampstead Heath lands, Highgate Wood and Queen's Park, activities or entertainments.
22. To act to protect or preserve Hampstead Heath, Highgate Wood and Queen's Park and to report to the Hampstead Heath, Highgate Wood & Queen's Park Committee, as appropriate.
23. To enforce the Byelaws relating to Hampstead Heath, Highgate Wood and Queen's Park subject to any decision relating to the institution of legal proceedings being made in consultation with the Comptroller & City Solicitor and to the result of any such

prosecution being reported to the Hampstead Heath, Highgate Wood & Queen's Park Committee.

24. To authorise individual officers to enforce the Byelaws appertaining to the Hampstead Heath Grounds, Highgate Wood and Queen's Park subject to any decision to institute proceedings being taken in accordance with paragraph 25 above.
25. To let out recreational facilities in accordance with the current approved scale of charges.
26. To grant licences for:
 - l. sale of refreshments
 - m. filming and commercial photography
 - n. circus and fairs
 - o. driving and parking vehicles
 - p. events and entertainments
 - q. minor wayleaves and licences

City Gardens and West Ham Park

27. To take any action to protect or preserve West Ham Park and the City Gardens, and to report to the Open Spaces and City Gardens Committee or the West Ham Park Committee, as appropriate.
28. To enforce the Byelaws relating to West Ham Park and the City Gardens subject to any decision relating to the institution of legal proceedings being made in consultation with the Comptroller & City Solicitor, and to the result of any such prosecution being reported to the Open Spaces and City Gardens Committee or the West Ham Park Committee, as appropriate.
29. To authorise individual officers to enforce the Byelaws appertaining to West Ham Park and to the City Gardens, subject to any decision to institute proceedings being taken in accordance with paragraph 28 above.
30. To grant licences for:
 - r. sale of refreshments
 - s. filming and commercial photography
 - t. events and entertainments
 - u. driving and parking vehicles
31. To grant minor wayleaves and licences.
32. To seek and obtain all requisite licences and consents required in connection with West Ham Park and City Gardens lands, activities or entertainments.
33. To let out recreational facilities in accordance with the current approved scale of charges.

Cemetery and Crematorium

34. To extinguish Exclusive Rights of Burial in a grave that has not been used for over 75 years,

35. To refund fees paid by City of London Corporation employees and Members of the Common Council or their close relatives burial or alternatively cremation.
36. Setting of contract conditions and burial and cremation fees, in conjunction with the Comptroller & City Solicitor.

Delegations to other Officers

37. The following authorities are also delegated to the Officers identified to be exercised either:-

- v. at the direction of the Director of Open Spaces; or,
- w. in the absence of the Director of Open Spaces.

Superintendent of Burnham Beeches	-	Items 2 - 9
Superintendent of the City Commons	-	Items 2 - 9
Superintendent of Epping Forest	-	Items 10 – 18
Superintendent of Hampstead Heath, Highgate Wood and Queen’s Park	-	Items 19 – 26
Superintendent of Parks & Gardens	-	Items 27 – 33
Cemetery & Crematorium Manager	-	Items 34 – 36

HEAD TEACHER, CITY OF LONDON FREEMEN'S SCHOOL

The following matters are delegated to the Head Teacher:-

Operational

1. The letting of school premises in consultation with the City Surveyor.

Human Resources

Creation of Posts

1. In relation to Teaching Staff:-
 - a. to create posts below the level of Head of Department, provided that they are funded from the approved budget and adhere to City of London Corporation salary structure, terms and conditions for teachers. To be reported to Board of Governors; and
 - b. to approve additional responsibilities, provided that they are funded from the approved budget. (Proposed scale increments of 2 points and above require prior agreement with the Director of HR to ensure consistency across the 3 Schools). To be reported to Board of Governors.

Appointments

2. to appoint Deputy Head and Bursar, with final selection in consultation with Chairman and Deputy Chairman of the Board of Governors;
3. to appoint Second Deputy Head, Heads of Section and Heads of Departments
4. to appoint Teachers;
5. to approve overlapping of employment in a post, provided it can be funded from approved budget.

Employment policies, procedures and contracts

6. to issue to teachers – in consultation with the Director of HR.

Salary Structure and Increases

7. to approve responsibility allowances, provided they can be funded from approved budget. Proposed scale increments of 2 points and above for additional responsibilities require agreement of the Director of HR to ensure consistency across three Schools. To be reported to Board of Governors;
8. to approve recruitment increment subject to prior consultation with the Director of HR (additional increment/part increment can be awarded if there are demonstrable problems in recruitment or retention for a particular teaching post). To be reported to Board of Governors.

Leave of Absence

9. to approve paid work during term-time, in accordance with policy agreed by Board of Governors;
10. to approve unpaid leave whether or not additional costs are incurred for cover, provided it can be funded from approved budget.

Termination of Employment

11. to give notice of redundancy in consultation with the Director of HR and adherence to City of London Corporation policy on teacher redundancy. Report to Board of Governors and Establishment Committee.

Dismissal

12. to dismiss the Deputy Head, Second Deputy Head, Heads of Section and Bursar, in consultation with Chairman and Deputy Chairman of the Board of Governors following consultation with the Director of HR;
13. to dismiss Heads of Department, and Teachers;

Suspension

14. to suspend the Deputy Head, Second Deputy Head, Heads of Section, Bursar, Heads of Department, and Teachers, following consultation with the Director of HR.
15. In relation to Administrative Staff, with the exception of the Bursar:-
 - a. to approve dismissal only following consultation with the Director of HR;
 - b. to approve suspension, following consultation with the Director of HR.

HEAD TEACHER, CITY OF LONDON SCHOOL

The following matters are delegated to the Head:-

Operational

1. The letting of school premises in consultation with the City Surveyor.

Human Resources

In relation to **Staff:-**

Creation of Posts

2. to make appointments below that of Deputy Head (i.e. the Second Master) provided that they are funded from the approved budget and can be funded on an on-going basis and adhere to City of London Corporation salary structure, terms and conditions for teachers. **To be reported to Board of Governors;**
3. to approve additional responsibilities, provided that they are funded from the approved budget and can be funded on an on-going basis. **To be reported to Board of Governors.**

Appointments

4. to appoint Deputy Head (The Second Master), with final selection in consultation with Chairman and Deputy Chairman of the Board of Governors;
5. to appoint all other Teachers and Members of the support staff;
6. to approve overlapping of employment in a post, provided it can be funded from approved budget.

Employment policies, procedures and contracts

7. to issue to staff – in consultation with the Director of HR.

Salary Structure and Increases

8. to approve responsibility allowances, provided they can be funded from approved budget and can be funded on on-going basis. **To be reported to Board of Governors;**
9. to approve recruitment increments subject to prior consultation with the Director of HR (additional increment/part increment can be awarded if there are demonstrable problems in recruitment or retention for a particular teaching post). **To be reported to Board of Governors.**

Leave of Absence

10. to approve paid work during term-time, in accordance with policy agreed by **Board of Governors;**
11. to approve unpaid leave whether or not additional costs are incurred for cover, provided can be funded from approved budget.

Termination of Employment

12. to give notice of redundancy in consultation with the Director of HR and adherence to City of London Corporation policy on teacher or support staff redundancy. **Report to Board of Governors and Establishment Committee.**

Dismissal

13. to dismiss or suspend Deputy Head (the Second Master), in consultation with Chairman and Deputy Chairman of the **Board of Governors** following consultation with the Director of HR;
14. to dismiss or suspend all other members of staff, following consultation with the Director of HR.

HEAD TEACHER, CITY OF LONDON SCHOOL FOR GIRLS

The following matters are delegated to the Head Teacher:-

Operational

1. The letting of school premises in consultation with the City Surveyor.

Human Resources

2. In relation to **Teaching Staff**:-

Creation of Posts

3. to make appointments below the level of Head of Department, provided that they are funded from the approved budget and don't commit to increase the level of ongoing expenditure on teachers' salary costs for future years and adhere to City of London Corporation salary structure, terms and conditions for teachers. **To be reported to Board of Governors;**
4. to approve additional responsibilities, provided that they are funded from the approved budget and don't commit to an increase in the overall level of ongoing expenditure on teachers' salary costs for future years. **To be reported to Board of Governors.**

Appointments

5. to appoint the Deputy Heads, Director of Studies and other members of the Senior Management Team', with final selection in consultation with the Chairman and Deputy Chairman of the **Board of Governors or their appointed representatives'**;
6. to appoint Heads of Departments, Assistant Heads of Section and Teachers;
7. to approve overlapping of employment in a post, provided it can be funded from approved budget and does not increase the overall level of expenditure on teachers' salary costs for future;
8. to appoint casual agency staff and temporary staff for up to one year, subject to adequate provision within the temporary staffing contingency fund;
9. to permit the extension of posts and employment contracts of administrative/support staff, provided funding is met from the approved budget and also give consideration to the impact on future budgets, in consultation with the Director of HR and the Pay Office. **To be reported to Board of Governors.**

Employment policies, procedures and contracts

10. to issue to teachers – in consultation with the Director of HR;
11. to issue to administrative/support staff, subject to consultation with HR and recognised Unions.

Salary Structure and Increases

12. to approve responsibility allowances, provided can be funded from approved budget and provided this does not result in an increase in the overall level of expenditure on teachers' salary costs for future years. **To be reported to Board of Governors;**

13. to approve recruitment increment subject to prior consultation with the Director of HR (additional increment/part increment can be awarded if there are demonstrable problems in recruitment or retention for a particular teaching post). **To be reported to Board of Governors.**

Payments

14. to approve extensions of payments beyond 26 weeks and up to 52 weeks, in consultation with the Director of HR;
15. to approve payment of the Lump Sum Allowance for Newly Qualified Teachers, in accordance with the policy approved by Establishment Committee.

Leave of Absence

16. to approve paid work during term-time, in accordance with policy agreed by **Board of Governors**;
17. to approve unpaid leave whether or not additional costs are incurred for cover, provided can be funded from approved budget and does not result in an increase in the overall level of teachers' salary costs for future years;
18. to approve compassionate leave with pay for between 1-5 working days, in accordance with the policy agreed by Establishment Committee;
19. to approve compassionate leave with pay for between 6-10 working days, in consultation with the Director of HR.

Termination of Employment

20. to give notice of redundancy in consultation with HR and adherence to City of London Corporation policy on teacher redundancy. **Report to Board of Governors and Establishment Committee;**
21. to approve voluntary early retirements without enhancement and not due to redundancy or in the interests of efficiency, subject to consultation with the Director of HR and approval of Teachers Pensions;
22. to approve early retirements on the grounds of ill health where supported by the Occupational Health Manager, subject to consultation with the Director of HR.

Dismissal

23. to dismiss the Director of Studies, in consultation with the Chairman and Deputy Chairman of the **Board of Governors** and the Director of HR;
24. to dismiss Heads of Department, Teachers and administrative/support staff, following consultation with the Director of HR.

Suspension

25. to suspend the Director of Studies, in consultation with the Chairman and Deputy Chairman of the **Board of Governors** and the Director of HR;
26. to suspend Heads of Department, Teachers and administrative/support staff, following consultation with the Director of HR.

27. In relation to **Administrative Staff**:-

- (a) to approve dismissal only following consultation with the Director of HR;
- (b) to approve suspension, following consultation with the Director of HR.

PRINCIPAL - THE GUILDHALL SCHOOL OF MUSIC & DRAMA

Consistent with the resolution of the Court of Common Council in December 2005, the Principal has all the powers necessary to execute the Financial Memorandum with the Higher Education Funding Council for England (HEFCE) delegated to him.

Further, under the terms of the Guildhall School of Music & Drama Instrument and Articles of Government, the following powers are delegated to the Principal:-

1. To make such decisions and to initiate such action as he/she deems necessary in the interests of the efficient running of the Institution and the services provided by the Institution.
2. To make proposals to the Board of Governors about the education character and mission of the Institution and to implement the decisions of the Board of Governors.
3. The appointment, assignment, appraisal and dismissal of staff.
4. The maintenance of student discipline and the suspension or expulsion of students on disciplinary grounds in accordance with the procedures relating thereto in force from time to time and the implementation of decisions to expel students for academic reasons.
5. To incur revenue and capital expenditure and enter into commitments of behalf of the City of London Corporation where appropriate provision has been included in either the revenue or capital estimates, subject to compliance with Standing Orders.
6. To act as Chief Accounting Officer for HEFCE purposes

REMEMBRANCER

MANAGING DIRECTOR – BARBICAN CENTRE

The Remembrancer and the Managing Director of the Barbican Centre do not have any powers delegated to them other than those general delegations that apply to all Chief Officers.

City of London (Draft) Project Procedure

May 2014

Overview

1. Projects are one of the key ways that the City of London Corporation delivers its strategic aims and priorities. The City Corporation is committed to ensuring that projects are delivered efficiently and that the best use is made of the resources available to the organisation.
2. The Project Procedure is approved by the Policy and Resources Committee and the Court of Common Council. Any changes to the Project Procedure require the authorisation of the Policy and Resources Committee for technical adjustments and the Court of Common Council for significant changes.
3. The Project Procedure has been designed to encourage consistency of delivery across the organisation, while allowing flexibility to respond to circumstances with appropriate speed.
4. All projects over £50,000 that have tangible, physical deliverables (including IS projects) must be recorded on Project Vision, the City Corporation's project management system.
5. The Project Procedure applies to the following categories of projects that have tangible, physical deliverables (including IS projects):
 - a. Capital and supplementary revenue projects (including projects within agreed strategies) over £50,000
 - b. Routine revenue projects over £250,000
 - c. Capital and supplementary revenue projects delivered with ringfenced funds over £250,000 (e.g. Capital Caps, Designated Sales Pools, Additional Works Programmes, Housing Revenue Account)
6. This document contains information about:
 - Governance
 - Resource Allocation Timetable
 - Approval Process
 - Ringfenced Funds (e.g. Capital Caps, Designated Sales Pools, Additional Works Programmes, Housing Revenue Account)
 - Externally Funded Projects (e.g. TfL, Heritage Lottery, EU)
 - Funds with Restricted Purpose (e.g. Section 278)
 - Strategies (e.g. Area Strategies)
 - Routine Revenue Projects
 - Changes to Projects: Before Agreement at Authority to Start Work
 - The Project Sum
 - Changes to Projects: After Agreement at Authority to Start Work
 - Procurement and Contract Letting
 - Project Toolkit
7. If you have any queries or comments about the Project Procedure or about project management generally at the City Corporation, please contact the Town Clerk's Programme Office on 020 7332 1128.

Governance

8. All projects that are likely to require over £50,000 of capital expenditure over the following five years must be identified in departmental business plans. Projects captured in business plans are registered on Project Vision as 'gateway 0' projects.
9. Approval of the City of London Corporation's programme of projects is the responsibility of the Policy and Resources Committee through its Projects Sub-Committee, which scrutinises individual projects, and the Resource Allocation Sub-Committee, which considers the overall programme of project activity and its funding. Decisions about projects are made in conjunction with Spending Committees and the Court of Common Council for high value projects. The Projects Sub-Committee periodically receives programme reports on all capital and supplementary revenue projects and can 'call in' any project at any stage of the Approval Process when it is considered appropriate to do so.
10. Where the Town Clerk considers a scheme has policy implications, or where the Policy and Resources Committee has indicated it wishes to consider a particular project further, the report will also be submitted to that Committee.
11. The Finance Committee is responsible for obtaining value for money, improving efficiency and overseeing procurement generally across the City Corporation. The Finance Committee therefore receives periodic reports on the City Corporation's capital expenditure.
12. The Town Clerk's Programme Office monitors the progress of projects from start to finish. Departmental project teams are required to maintain up to date information about each project on Project Vision including key dates, risks and documentation.
13. Officer-level Project Boards may be established for individual projects. The establishment of a Project Board is particularly important for projects which require officers from a number of different departments to deliver them. Guidance is available from the Town Clerk's Programme Office about the establishment, composition and running of Project Boards.
14. For full details of the different roles and responsibilities relating to project management please refer to the Project Governance guidance available in the Project Toolkit.

Resource Allocation Timetable

15. The Resource Allocation Sub-Committee will determine the budget to be set aside for capital and supplementary revenue projects for the forthcoming financial year. That sum will be included in the City's annual budget agreed by the Finance Committee and Court of Common Council in February/March each year.
16. New projects may enter the Gateway Approval Process at any time during the year, but should be already planned in a department's business plan. The stages at which a project will be included in the capital programme are described in more detail below.

Gateway Approval Process

17. All projects covered by this Project Procedure enter the Gateway Approval Process at gateway 1 and the general expectation is that projects will normally proceed through gateways 1 to 7 in sequence.

18. To allow projects to proceed at the appropriate speed and to ensure that the City Corporation is able to take advantage of circumstances as they arise, Standing Orders authorise the Town Clerk, in consultation with the Projects Sub-Committee, or the Chairman and Deputy Chairman thereof as appropriate, to vary the Gateway Approval Process in relation to individual projects in cases when it is deemed appropriate to do so (e.g. to take advantage of external funding sources).
19. There should be no assumption that the Gateway Approval Process is a linear process and it is possible that more complex schemes may include the preparation of more than one report at each stage, particularly in the options appraisal stages.
20. The City has adopted a Gateway Approval Process with three tracks: complex, regular and light. The decision about which track a project should follow depends on the estimated cost and the level of risk. The matrix below provides guidance on the track that should be followed. There is flexibility to move projects between tracks at any stage if it becomes evident that a project is more or less complex than originally anticipated.

Cost	Risk	Low	Medium	High
Under £250k		<i>Light</i>	<i>Light</i>	<i>Regular</i>
£250k to £5m		<i>Regular</i>	<i>Regular</i>	<i>Complex</i>
Over £5m		<i>Regular</i>	<i>Complex</i>	<i>Complex</i>

Unless otherwise stated, 'cost' is the project cost and includes, but is not limited to, cost elements such as works, fees and staff costs.

21. The stages in the Gateway Approval Process are:

Gateway 0. Project captured in Business Plan

A brief description of the project together with an indicative idea of the cost, funding source and timetable is included in the relevant departmental business plan.

Gateway 1. Authority to submit Project Proposal

A very short project proposal report is submitted to the Corporate Projects Board of senior officers who consider whether to give approval to submit the proposal to Members.

Gateway 2. Project Proposal

A short business case to be prepared seeking authority to proceed to Outline Options Appraisal stage and permission to expend any resource, internal or external. The proposal should establish clear, measurable objectives and targeted benefits for the City Corporation. At this stage, the relevant approval track (Complex, Regular or Light) will be determined. An indication of the intended procurement strategy should be set out at this stage.

Gateway 3. Outline Options Appraisal

The report should set out a range of viable options for proceeding with the project and make recommendations to Members on the option(s) to progress.

Gateway 4. Detailed Options Appraisal

Report to be prepared setting out detailed appraisal of options, or variations of an option, taking account of further information available and advice by Members on

previous report. The level at which the scheme design will be approved is to be determined at this stage (options would include Spending Committee, Projects Sub-Committee, Chief Officer, Project Board, Town Clerk's Programme Office). Approval of the procurement methodology will be sought at this stage (subject to approval of gateway 4a if City funding is being sought, gateway 4b if the project is estimated to cost over £5m and gateway 4c the detailed design at the appropriate level) will be sought at this stage, if required.

Gateway 4a. Inclusion in Capital Programme (if unallocated City funding is required for the project)

The Resource Allocation Sub-Committee will recommend to the Policy and Resources Committee whether to add a project to the capital programme, hold it in reserve, commission further work or drop it. If a project is added to the programme the Resource Allocation Sub-Committee will advise the Policy and Resources Committee as to how the expenditure should be phased. Reporting at this stage will be prepared by the Town Clerk's Programme Office.

Gateway 4b. Court of Common Council Approval (projects over £5m)

Approval of the Court of Common Council will be sought at this stage. Court reports will be prepared by the Town Clerk's Office.

Gateway 4c. Detailed Design

Approval of the detailed design for the option selected at Detailed Options Appraisal, at the level agreed at that stage.

Gateway 5. Authority to Start Work

Authority to be sought at this stage to begin delivering the project. The results of any tender exercise must be included in this report. The level of progress reporting is determined at this stage and can range from specific project reports to coverage by exception in routine updates.

Gateway 6. Progress Reports

Short updates, usually by exception, on progress made on project with particular focus on risk, cost and time – frequency to be determined at 'authority to start work' stage.

Gateway 7. Outcome Report

Critical assessment of the project and the achievement of its objectives.

22. Advice on the equivalent RIBA stages is available from the City Surveyor's Property Projects Division.
23. Guidance on the reporting format and requirements for each stage has been prepared and is available in the Project Toolkit.
24. Risk Management must be an integral part of managing a project from start to finish. A separate guidance note available in the Project Toolkit is available to assist officers in how risk should be managed throughout the life of a project.
25. The diagram below sets out the Gateway Approval Process and the Committees with authority to consider and approve projects at each of the gateways. It sets out the three tracks which will generally be followed.

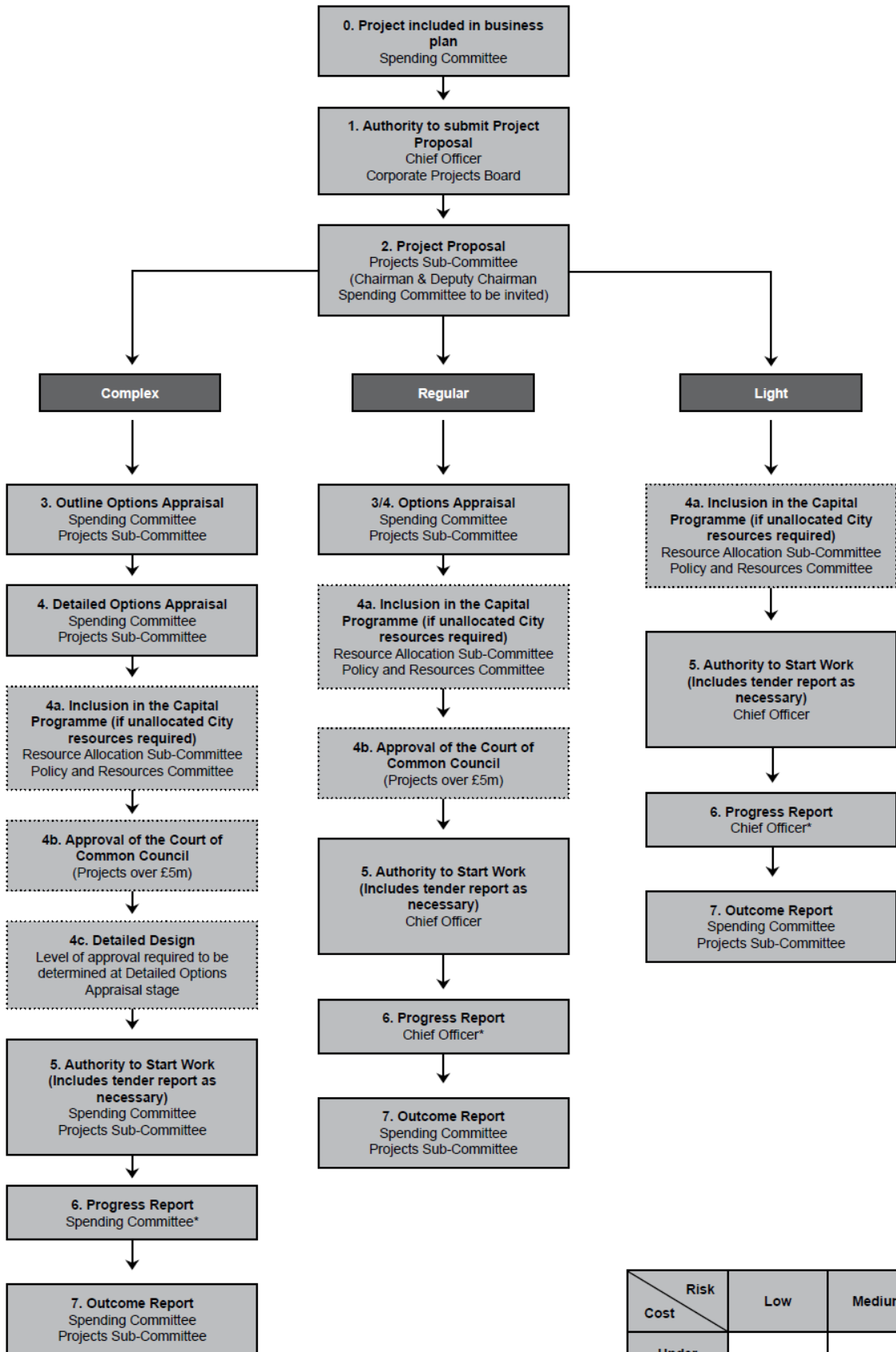
Gateway Approval Process

The procedure applies to projects that result in tangible, physical deliverables (including IS projects) in the following categories.

Capital and Supplementary Revenue projects (including those within agreed strategies) >£50k

Routine Revenue projects >£250k

Capital and Supplementary Revenue projects delivered with ringfenced funds >£250k



Risk / Cost	Low	Medium	High
	Under £250k	Light	Light
£250k - £5m	Regular	Regular	Complex
Over £5m	Regular	Complex	Complex

* Projects Sub Committee regularly reviews the whole programme of projects

Ringfenced Funds (e.g. Capital Caps, Designated Sales Pools, Additional Works Programme, Housing Revenue Account)

26. All projects delivered from ringfenced funds (e.g. Capital Caps, Designated Sales Pools, Additional Works Programmes, Housing Revenue Account) over £250,000 will follow the Approval Process from gateway 1. Such projects will normally follow the light or regular route.
27. Any project delivered with ringfenced funds costing up to £250,000 may be authorised by the relevant Chief Officer at all stages of the Gateway Approval Process, including the authorisation of changes to projects.

Externally Funded Projects (e.g. TfL, Heritage Lottery, EU)

28. The Corporate Projects Board and the Projects Sub-Committee must be consulted on opportunities for and potential use of external funding for projects at the earliest opportunity to ensure that it fits with corporate priorities. This should be done prior to making an application for external funding. Match funding from the City cannot be guaranteed.

External Funds with a Restricted Purpose (e.g. Section 278)

29. Projects over £50,000 funded from sources that may only be used for one particular purpose with no possible alternative use, will follow the Gateway Approval Process from gateway 1. Such projects will normally follow the light route.
30. The Town Clerk, in consultation with the Projects Sub-Committee, or the Chairman and Deputy Chairman thereof as appropriate, will normally authorise projects delivered from external funds with a restricted purpose to proceed direct from gateway 2 to gateway 5.

Strategies (e.g. Area Strategies)

31. All projects within an agreed strategy over £50,000 will follow the Gateway Approval Process from gateway 1 and will normally follow the light or regular route.

Routine Revenue Projects

32. Routine revenue projects costing over £250,000 follow the Gateway Approval Process from gateway 1. Such projects will normally follow the light or regular route.
33. Any routine revenue project costing up to £250,000 may be authorised by the relevant Chief Officer at all stages of the Gateway Approval Process including the authorisation of changes to projects.

Changes to Projects: Before agreement at Authority to Start Work

34. During the development of a project, the confidence ranges relating to overall cost, quality and time will be determined at each gateway on a case by case basis. Factors which will influence the establishment of the confidence range include costs that cannot be quantified with certainty and the likelihood of unexpected works.
35. Fees budgets sought to develop the project during the early stages will be fixed amounts and if further resources are required, approval needs to be sought from the Projects Sub-Committee.

36. As the project evolves, the expectation is that the confidence range should become smaller as officers obtain greater certainty about the project and the associated risks and issues. The confidence range for each project will need to reflect the risks particular to that project and will need to be considered on a case by case basis.
37. Provided that a project remains, and is forecast to remain, within the agreed confidence ranges, officers should continue to work towards the next gateway. Guidance is available in the Project Toolkit on the process for movement between budget lines.
38. In cases where:
- the financial implications will be higher or lower than the agreed confidence range (capital or revenue expenditure or income/returns/savings)
 - the overall programme needs to be accelerated or delayed
 - the specification will be significantly different to that agreed
- in these circumstances, officers will report to the Committee(s) or Chief Officer who approved the last gateway report on the circumstances, the options available and a recommended course of action.

The Project Sum

39. The project sum (total estimated cost of the project) is agreed at Authority to Start Work stage. Officers may include a confidence range at Authority to Start Work (gateway 5) if there is still some uncertainty about the project sum. Officers need to relate such cost uncertainties to specifically identified risks. The case for allocating a specific risk-based contingency will be considered on a project by project basis by the Projects Sub-Committee in the light of the confidence range provided. A limited fund is held centrally for additional project costs and the process for accessing such funds, including in cases of urgency, is provided in the Project Toolkit.
40. In the case of externally funded projects, officers are expected to phase expenditure between essential and optional elements to ensure that the project sum is not exceeded. Where project works on essential elements have been completed officers can then progress agreed optional elements.

Changes to Projects: After agreement at Authority to Start Work

41. If the cost of the project is projected to escalate over the project sum agreed at Authority to Start Work stage (or any subsequent revision to that project sum agreed by the relevant Committees) the following approvals are required:

<i>Increase in Project Sum</i>	<i>Approval Required</i>
£0 to £50,000 or up to 10% (whichever is lower)	Chamberlain (in consultation with the Chief Officer for the project)
Over £50,000 or more than 10% (whichever is lower)	Spending Committee Projects Sub-Committee
For projects costing over £5m: Over £500,000	Spending Committee Projects Sub-Committee Court of Common Council

If additional unallocated City Corporation resources are required, the procedure described in the table above must be followed and the approval of the Policy and Resources Committee must also be obtained. In such cases the Policy and Resources Committee must be advised of the impact of the proposed increase in the City's overall programme and any agreed increase must be reported to the next meeting of the Resource Allocation Sub-Committee for appropriate adjustments to be made to the City Corporation's programme.

42. Where an increase has been agreed under the arrangements set out in paragraph 41 above, the procedure starts again for any further increases.
43. Any significant changes to the project that are not related to cost (e.g. programme, risk and specification) must be agreed by the Spending Committee which considers the progress reports for the project.

Procurement and Contract Letting

44. All projects involve procurement activity and contract letting which must be carried out in accordance with the City Corporation's agreed Procurement Regulations.

Project Toolkit

45. Guidance for officers on how to progress between the gateways together with the necessary documentation and processes to follow is provided in the Project Toolkit maintained by the Town Clerk's Programme Office.

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Report - Policy and Resources Committee

Filming and Recording of Public Meetings

*To be presented on Thursday, 1st May 2014
To the Right Honourable The Lord Mayor, Aldermen and Commons
of the City of London in Common Council assembled.*

Summary

1. This report seeks approval to the adoption of a Protocol on visual and audio recording of the City Corporation's public meetings. The Protocol, a copy of which is attached to this report, has been developed to further assist the organisation in its transparency. It acknowledges the clear direction of travel of Government policy on the issue, the potential for such action to disrupt the conduct of meetings and it sets out the parameters and requirements of those intending to record meetings.
2. There is no legal obligation on the City Corporation to allow members of the public or any other party to film or record meetings of the Court of Common Council, its Committees or Sub-Committees. However, the Local Audit and Accountability Bill, which completed its second reading in the House of Commons towards the end of last year, includes an amendment to enable future secondary legislation concerning access to local government meetings, particularly with regard to audio/visual recording.
3. The City Corporation has on a number of occasions accommodated public filming and given Government's clear direction of travel on the recording of public meetings we believe that it makes sense to now consider the adoption of a formal policy on the matter. In line with this the Protocol has been endorsed by the Court of Alderman in respect of their Court meetings.

Recommendations

4. We therefore recommend that the Protocol for the filming and recording of meetings as set out in the appendix to this report be adopted.

Main Report

Background

1. On the 21st November 2013, the Local Audit and Accountability Bill completed its second reading in the House of Commons. The Bill includes an amendment to enable future secondary legislation concerning access to local government meetings, particularly audio/visual recording. Further to this the Secretary of State for Communities and Local Government has indicated that regulations in 2014 will require local authorities to allow members of the public to film, photograph or make sound recordings of all committees and sub-committees that are open to the public.
2. The amendment is the latest in a series of clear signs from the Secretary of State that the Government is in favour of such a provision, having previously published a how-to guide for the public giving practical assistance on attending council meetings and accessing documents.¹ The guide, published on 14th June 2013, states that 'Councils should.....allow the filming of councillors and officers at meetings that are open to the public'.
3. Earlier this year, the issue of public filming of council meetings received press attention. In January 2013, Wirral Borough Council ejected members of the public with filming equipment from a public meeting on health and safety grounds. It was widely reported that the Health & Safety Executive quashed suggestions that there were any health and safety implications. Similar high profile cases, such as those in Wrexham and Carmarthen, have placed the issue at the centre of the debate around transparency in local government.
4. A number of other authorities have begun to alter their constitutional arrangements to reflect Government policy. South Cambridgeshire District Council committed itself to public filming at its Council meeting last year and the London boroughs of Bexley, Tower Hamlets and Hammersmith and Fulham have all similarly committed to allowing filming and photography at public meetings.

The Current Position

5. At present, there is no legal obligation on the City Corporation to allow members of the public or any other party to film or record meetings of the Court of Common Council, its Committees or Sub-Committees. However, Government policy on the matter is very clear and it is likely that secondary legislation will be published later this year that will change the current position.
6. In practice it is at the discretion of each chairman to determine whether film or sound recording is permissible. Standing Order No. 39 enables chairmen to require a member of the public to be removed from a meeting where their behaviour or actions are causing disorder.

¹ Department of Communities and Local Government, "*Your council's cabinet – going to its meetings, seeing how it works*" accessed via: <https://www.gov.uk/government/policies/making-local-councils-more-transparent-and-accountable-to-local-people>

7. Codifying the right of the public to film at meetings would present a number of issues. For example, the equipment used by those attending and the manner in which such filming took place would have to be conducive to orderly proceedings, without being obtrusive or too overt. Similarly, where meetings are likely to garner public interest (such as planning or licensing hearings) it is likely that some members of the public might not wish to be filmed. The right of the public to privacy would need to be protected.
8. The City Corporation has previously accommodated public filming. At a meeting of the Planning and Transportation Committee on 17th July 2013, a film crew recorded proceedings relating to an application from Smithfield Market. Staff organised internal filming of the meeting so as to ensure that any edited presentation of the hearing would be accurate.
9. Given that secondary legislation, enshrined in the Local Audit and Accountability Bill 2013, will be enacted and will require the City Corporation to accommodate members of the public who wish to film or photograph its proceedings, it makes sense to act on this now by adopting a Protocol to allow filming and recording that can be managed consistently and in a way that allows the smooth running of meetings as well as individual privacy.

Proposal

10. It is proposed that, in anticipation of future regulations and the direction of travel towards transparency and public access, the Protocol attached at Appendix 1 is adopted. Adopting a policy would mean that in future members of the public would be permitted to record the conduct of public meetings by audio, visual or written methods, subject to such recording not disturbing the conduct of the meeting.
11. The Protocol makes allowance for those members of the public who do not wish to be filmed to opt out and enables the Chairman to manage this accordingly. Further, as a matter of courtesy, it requests that anyone wishing to make a video recording or take photographs at a public meeting informs the Public Relations Office in advance of it taking place.
12. The Protocol may have to be revised following the publication of the awaited regulations anticipated in 2014.

Corporate & Strategic Implications

13. The proposed introduction of a protocol on the photography and audio/visual recordings of City of London Corporation meetings is intended to support the organisation's governance and ensure that decision making is effective and transparent.

All of which we submit to the judgement of this Honourable Court.

DATED this 20th day of February, 2014.

SIGNED on behalf of the Committee.

MARK BOLEAT
Chairman of the Policy and Resources Committee

APPENDIX 1



City of London Protocol on the filming/recording of meetings

PHOTOGRAPHY AND AUDIO/VISUAL RECORDINGS OF MEETINGS

Meetings of the Court of Common Council, its Committee and Sub-committees are open to the press and public under the s. 100A of the Local Government Act 1972. The right to attend an open meeting does not confer the right to take photographs or to record the proceedings but such activities shall be allowed in accordance with this protocol.

Meetings of the Court of Common Council, its Committees and Sub-Committees may be recorded through any audio, visual or written methods provided this does not disturb the conduct of the meeting.

The Chairman of the meeting has the power to rescind this permission should it prove necessary due to the nature of the meeting or if the conduct of the meeting is disturbed, for example through flash photography or intrusive camera equipment (*Standing Order No. 39(b)*).

People need to be informed at the start of the meeting if filming/recording is to take place. Members of the public who speak at a meeting have the option to opt-out of being filmed.

All those wishing to record a meeting through any method are asked to contact the City of London Corporation's Public Relations Office in advance for assistance. Tel: 020 7606 3030 / Email: pro@cityoflondon.gov.uk

All those visually recording a meeting are requested to only focus on recording Members, officers and the public who are directly involved in the conduct of the meeting.

If a meeting passes a motion to exclude the press and public (because exempt information, as defined by the Local Government Act 1972, is likely to be disclosed) then, in conjunction with this, all rights to record the meeting are removed.

The Corporation is not required to grant access to unlimited numbers of the public and the public may be excluded once the accommodation reasonably made available to them is full.

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Report – Planning and Transportation Committee

Adoption and Implementation of the City of London Community Infrastructure Levy

To be presented on Thursday, 1st May 2014

*To the Right Honourable The Lord Mayor, Aldermen and
Commons of the City of London in Common Council assembled.*

SUMMARY

This report seeks approval for the adoption and implementation of the City of London Community Infrastructure (CIL) Levy.

RECOMMENDATIONS

We therefore recommend that the Court -

- i) notes the Inspector's report supported the proposed City CIL and recommended its approval;
- ii) approves the proposed 'correctable errors' to the City of London Community Infrastructure Levy Charging Schedule and approve the Charging Schedule for adoption, with implementation from 1st July 2014;
- iii) approves the Regulation 123 List, concerning infrastructure to be funded by the City CIL, which sits alongside the City CIL Charging Schedule;
- iv) delegates to the City Planning Officer and/or Development Director and/or Director of the Built Environment authority to approve scaled back s106 Agreements in place of the full form of s106 Agreements in cases where the planning application has been approved subject to a full s106 Agreement, and where it has not been possible to complete the s106 Agreement prior to implementation of the City CIL, and where the delegated officer considers it appropriate to do so; and
- v) agrees as a transitional measure to honour proposed expenditure in s106 Agreements, where it has not been possible to complete the Agreements, and where the specific s106 expenditure was relied upon in determining that applications were acceptable.

MAIN REPORT

Background

1. The CIL replaces s106 planning obligations and is a statutory fixed charge on new development intended to help fund the provision of new infrastructure to support development.
2. CIL can be used to fund the provision, improvement, replacement, operation or maintenance of infrastructure but cannot be used to fund affordable housing and revenue schemes as these are still to be sought through scaled back s106 planning obligations.
3. The City CIL will not put the growth of the City at risk, whilst continuing to deliver capital funding to help deliver necessary infrastructure improvements.
4. Two rounds of public consultation on the draft CIL were undertaken: -
 - i) Preliminary Draft Charging Schedule - 25 March and 13 May 2013; and
 - ii) Draft Charging Schedule Consultation - 24 July and 4 October 2014.
5. Following the consultation, which generated a total of 16 responses (of which 6 were objections), the comments received and the evidence base supporting the City CIL were submitted to the Planning Inspectorate on 7 November 2013 for Public examination by an independent planning inspector.
6. The Inspector's report was received by the City Corporation on 23rd January 2014 and is available on the City Corporation's website: www.cityoflondon.gov.uk/cil. The Inspector's summary is below -

"This report concludes that the City of London Community Infrastructure Levy Draft Charging Schedule provides an appropriate basis for the collection of the Levy in the City of London. The report is very brief, reflecting the thoroughness of the City Corporation's approach, the comprehensiveness of the evidence that supports the Schedule, and the relatively few objections to it. It is convincingly demonstrated that the Levy is set at a level that will not put the growth of the City of London at risk. I recommend that the Schedule be approved in its published form, without amendment."
7. Setting a City CIL will ensure that contributions from developers can continue to be pooled to fund capital investment in new infrastructure. CIL Regulations also allow the City Corporation to retain up to 5% of annual CIL charges to cover CIL preparation and administrative costs making it self-financing on a regular basis.
8. The City CIL rate is set so that it does not impact on the overall viability of development in the City or its attractiveness as an office location.

Conclusion

9. The City of London Community Infrastructure Levy has undergone public examination by an independent planning inspector. The Inspector has concluded that the proposed City CIL rates are appropriate and set at a level which will not put the growth of the City at risk, whilst continuing to deliver capital funding to help deliver necessary infrastructure improvements. Your Planning and Transportation Committee recommends the adoption of the City of London CIL with implementation taking place from 1st July 2014.

All of which we submit to the judgement of this Honourable Court.

DATED this 25th day of February, 2014.

SIGNED on behalf of the Committee

DEPUTY MICHAEL WELBANK, MBE, Chairman



Report – Community and Children’s Services Committee

Housing Strategy 2014-19

To be presented on Thursday, 1st May 2014

*To the Right Honourable The Lord Mayor, Aldermen and Commons
of the City of London in Common Council assembled.*

Summary

1. This report seeks approval of the new City of London Housing Strategy for 2014–2019. All Local Authorities are required to develop such strategies. The Strategy was approved by the Community and Children’s Services Committee on 10 January 2014, the Planning and Transportation Committee on 18 March 2014 and the Policy and Resources Committee on 20th March 2014. It is a high-level statement of the housing offer the City is aiming to deliver for residents and tenants over the next five years through all forms of tenure.
2. The Strategy will entail joint working between Community and Children’s Services, City Surveyor’s Department, the Department of the Built Environment and external partners. It will be resourced and delivered through existing operational plans and targets. It is proposed that these continue to be monitored through the relevant committees and that, when approved, oversight, review and annual reporting of the Strategy be undertaken by the City’s Community and Children’s Services Committee, with reports for information provided at intervals to other Committees as required.
3. The Strategy outlines four main priorities; building more homes to provide enough housing for the future; making better use of our existing stock; improving existing homes to meet the health and other needs of the City’s population; and supporting people within their communities regarding rough sleepers and housing provision for older people and people with disabilities.

Recommendation

4. We **recommend** that the new City of London Housing Strategy for 2014–2019 be approved.

MAIN REPORT

Background

5. It is a legislative requirement for local authorities to have a strategy which sets out the vision for housing in their locality. The Strategy should contain policies and objectives that explain how they will:
 - assess and plan for current and future housing need;
 - plan and facilitate future supply;
 - make best use of existing stock;
 - plan and commission housing-related support services; and
 - secure effective neighbourhood management.

These requirements extend beyond the City's statutory housing responsibilities. The Strategy covers all forms of housing tenure. The outcomes it aims to deliver for City residents and tenants will be reliant on contributions from services such as Planning and Transportation and Adult Social Services as well as external partners in the private and voluntary sectors. The Strategy will therefore operate at a corporate and partnership level and shall form part of the City Corporation's wider corporate planning framework.

6. In addition to its housing stock within the Square Mile, the City also owns housing estates in neighbouring areas of London, where statutory responsibilities are limited to those of a landlord. The Strategy will require us to work in partnership with other agencies such as local authorities to deliver our priorities.
7. The Strategy has been developed in consultation with relevant services and departments using evidence from a range of internal and external sources.

Outline of main points of the Housing Strategy

8. The Strategy sets out the context in which it will operate, the main challenges the City needs to address, and the high-level, priority outcomes we are aiming to deliver through our housing offer over the next five years.

The Context

- Local: the City's vision, corporate and partnership priorities, and other associated strategies such as the Local Plan, the Health and Wellbeing Strategy, and the Safer City Partnership Strategy;
- Regional: the London Mayor's London Plan and Housing Strategy and our role in neighbouring areas and the wider sub-region;
- National: the Government's agenda for housing, related policy and legislation such as welfare reform, tenancy reform and the significance of the reform of housing finance (self-financing Housing Revenue Account).

The Challenges

9. There are several socio-economic, demographic and related issues which inform the key priorities, including:
 - affordability and supply - the high cost of buying and renting in the city ;

- the impact of the City's economy on population and housing profiles, demographic change, and planning targets;
- housing need, overcrowding and welfare reform;
- the impact of an ageing population, homelessness and health inequalities.

The Priorities

10. There are four high level priorities focused on improving housing supply, existing stock, homes and neighbourhoods and outcomes for vulnerable residents:
 - i. More homes –to help the City provide enough housing for future requirements; our primary focus will be on the delivery of additional affordable housing within the Square Mile and our estates in neighbouring areas: 61 homes in Southwark in 2014 with potential for an additional 299 homes by 2016 and a further 150 beyond that date.
 - ii. Making better use of our existing stock – tackling overcrowding and under-occupation in the city's own housing stock through our allocation policy and incentives for under-occupying households to release larger homes.
 - iii. Better homes, better neighbourhoods - improving the City's housing stock; our focus will be on meeting the health and other needs of the City's ageing population by incorporating lifetime homes features, thermal insulation and energy efficiency measures into the stock refurbishment and modernisation programmes that we will undertake over the next five years.
 - iv. Supporting people within their communities through better prevention and earlier intervention by reducing rough sleeping within the City and reviewing housing provision for older people and people with disabilities.
11. Each priority has a number of strategic aims for the next five years, together with a set of actions for their delivery.

Current position

12. The City Corporation's corporate aims are:
 - to support and promote the City as the world leader in international finance and business services;
 - to provide modern, efficient and high-quality local services and policing within the Square Mile for workers, residents and visitors with a view to delivering sustainable outcomes;
 - to provide valued services to London and the nation.
13. The Strategy's priority outcomes support these aims. The City of London is reliant on housing markets and communities in neighbouring areas to meet the housing requirements of much of the City's workforce. In addition to seeking opportunities to build more affordable housing in the City, we will also work closely with our partners in neighbouring boroughs to provide housing for our tenants and communities on our estates in other boroughs. The Housing Strategy will also complement other City strategies:

- the Local Plan, which sets out how we intend to manage growth and development within the Square Mile, including housing development
 - the Health and Wellbeing Strategy, which sets out our plans to improve the health of City residents and workers, and reduce health inequalities between local communities
 - the Safer City Partnership Strategy, which sets out how we intend to tackle problems such as anti-social behaviour and domestic violence.
14. Delivery will be resourced and implemented through existing operational plans and targets, and the service and departmental business plans supporting these. It is proposed that these continue to be monitored in the normal way through existing reporting arrangements to relevant committees. It is further proposed that, when approved, oversight, review and annual public reporting of progress of the Housing Strategy be carried out through the Community and Children's Services Committee, with update reports provided at regular intervals to this and other Committees as required.

Proposals

15. Having considered the options available it is proposed that approval is given to the new City of London Housing Strategy for 2014–2019. The Strategy sets out the context in which it will operate, the main challenges the City needs to address, and the high-level priority outcomes we are aiming to deliver through our housing offer over the next five years.

Financial Implications

16. There are no legal, financial or human resource implications arising from the Strategy. The Strategy will be delivered from existing budgets using approved operational and delivery plans.

Conclusion

17. The Strategy meets the City's legal obligations to draw up and publish a housing strategy for the locality. The Strategy supports the City of London's corporate and strategic aims and sets out policies and objectives, based on accurate and up-to-date evidence, which will improve the City Corporation's housing stock and housing-related services for residents and tenants. Your committee recommends that the Housing Strategy 2014-19, which can be found in the Members' Reading Room, be adopted.

All of which we submit to the judgement of this Honourable Court.

DATED this 10th day of January, 2014.

SIGNED on behalf of the Committee.

The Reverend Dr Martin Raymond Dudley
Chairman, Community and Children's Services Committee



Report – Health and Wellbeing Board

Health and Wellbeing Board Update

To be presented on Thursday, 1st May 2014

*To the Right Honourable The Lord Mayor, Aldermen and Commons
of the City of London in Common Council assembled.*

SUMMARY

1. It is a little over a year since the City Corporation became responsible for promoting the wellbeing of all the people who live or work in the City of London, in accordance with the Health & Social Care Act 2012. The purpose of this report is to provide the Court with an update on the activities undertaken so far to promote wellbeing and to advise on the priorities and objectives for the future.
2. The City Corporation's work in this area is delivered through its Health & Wellbeing Board whose principal statutory remit is to provide collective leadership in this area and seek to influence within the City Corporation and beyond for the purpose of advancing health and wellbeing. The Board is made up of Members of the Court of Common Council, City Corporation officers and representatives of a number of relevant organisations. The full membership is set out in the Appendix to this report.
3. As an essential first step, a Joint Strategic Needs Assessment was carried out. This Assessment profiles the health and wellbeing needs of the people in the locality and is conducted jointly with the London Borough of Hackney as we share a health budget, and much of our data is currently aggregated with Hackney. It brings together information on local health needs and looks ahead at emerging challenges and projected future needs.
4. Key achievements over the past year are detailed in the main report and examples include:

- launching the City of London’s commitment to workforce health, through the Business Healthy conference,
 - working to improve local air quality and
 - increasing patient and public involvement in decision-making through City of London Healthwatch.
5. In practice the Health and Wellbeing Board’s responsibilities are reflected in the ongoing work of various departments and Committees of the City Corporation together with a range of other organisations and bodies. Its responsibilities clearly impact upon the businesses, workers and residents of the City. Health and wellbeing is at the heart of place-making, as what is considered a “good” space is ultimately a place that contributes to health, happiness and wellbeing. Of course a number of City Corporation Committees already work, explicitly and otherwise, on these issues.
6. The Health and Wellbeing Board exists to help different parts of the City Corporation further understand their impact on health, and how health and wellbeing contributes to the success and sustainability of the City.

RECOMMENDATION

7. We **recommend** that Members receive the report.

MAIN REPORT

Background

8. The Health and Social Care Act 2012 (“The HSCA 2012”) received Royal Assent on 27 March 2012. One of the key aspects of the reform is that Local Authorities in England have taken over the responsibility for health improvement of local populations, including both residents and workers.
9. The City of London’s Health and Wellbeing Board is responsible for carrying out duties conferred by the HSCA 2012. These include:
- providing collective leadership for the general advancement of the health and wellbeing of the people within the City of London by promoting the integration of health and social care services, with a special interest in ‘worker health’;
 - providing advice, assistance and support to encourage partnership arrangements.
 - encouraging providers of “health related services” to work closely with the Board, Social Care Services and Health Service Commissioners
 - identifying key priorities for health related commissioning, including the preparation of the Joint Strategic Needs Assessment and the production of a Joint Health and Wellbeing Strategy.

10. This means that the City Corporation is accountable for improving health outcomes and healthy life expectancy for people in the locality. We will be benchmarked using Public Health Outcomes Framework indicators and will be answerable to the Department of Health, and local people, if outcomes decline over time.
11. The framework referred to above is a far-reaching set of indicators that includes many of the wider social elements that help to determine health, including:
 - Road accidents
 - Violent crime
 - Sickness absence
 - Noise complaints
 - Air pollution
 - Suicides
 - Utilisation of outside space for health or exercise reasons
 - Employment for people with health conditions
 - Smoking prevalence
 - Physical activity
 - Social isolation
 - Pupil absence
 - Children in poverty
12. Work on these is delivered by various departments and Committees of the City Corporation. These issues also clearly impact upon the businesses, workers and residents of the City.
13. To help deliver this work, the City's Health and Wellbeing Board is seeking to maintain a "Health in all Policies" approach, which recognises that public policies at all levels have health impacts, whether positive or negative. Policies affecting the natural environment, the built environment, activities such as working, shopping, playing and learning, the local economy, including wealth creation and markets, and people's lifestyles, all affect the health of individuals and communities in the City.
14. The Health and Wellbeing Board does not have the power to direct how others, including within the City Corporation itself, allocate their budget priorities. Instead, it seeks to achieve its objectives through maintaining policy priorities and by influencing for the purposes of advancing health and wellbeing. For example, the Board can seek to influence decisions through advice and guidance to the Common Council and can suggest funding allocations be made from the public health budget to deliver the health & wellbeing objectives.
15. The Health and Wellbeing Board may also seek to influence spending decisions particularly through setting policy direction in the Joint Strategic Needs Assessment and Joint Health and Wellbeing Strategy. The Assessment has appraised recent Census data and shows that the life

expectancy in the City of London is higher than other areas. Other examples of information provided by the JSNA include the fact that a quarter of City workers are smokers, which is an issue that needs to be tackled urgently. The JSNA also found that 20% of City residents are registered with GPs outside the City – this has implications for how cross-border health services are provided and encourages the City and GPs to work together to promote healthy living for all those who work and live in the City.

Current Position

16. Key achievements over the past year include: -

- Launching the City of London's commitment to workforce health, through the Business Healthy conference and setting up the Business Healthy network of employers
- Working with across the City Corporation to help raise awareness of the public health issues associated with 20mph speed limits in the City
- Working with other departments to act upon improving local air quality
- Producing the City's first Joint Health and Wellbeing Strategy, which has been used to influence the commissioning of local hospitals and health services by the NHS City and Hackney Clinical Commissioning Group
- Producing the City's first JSNA City Supplement
- Working with local residents to formulate a plan for integrating local health and social care services, with funding from the Better Care Fund
- Increasing patient and public involvement in decision-making, through City of London Healthwatch.
- Hosting the Love Health Event which was a celebration of health and wellbeing in the City of London. Nearly 200 people attended and learnt how to improve their wellbeing with healthy tips and tricks; and took away of products and information.
- Hosting the Workplace Health conference for Chief Executive Officers in the City of London to learn how to encourage their staff to be healthier in the workplace.

17. The Health and Wellbeing Board is leading on the City of London's commitment to workplace health. Poor health in the workplace is estimated to cost the British economy over £100 billion annually, with sickness absence and high staff turnover due to poor health severely impacting productivity and making businesses less competitive. The City of London is uniquely positioned to lead this agenda, because of our huge working population and our core values in supporting businesses.

18. The Health and Wellbeing Board has also been looking at the impact of air quality and how that might be improved: an issue that we cannot avoid because of our geographical location, but one that we can influence through our relationships with neighbouring London boroughs, the Greater London Authority and national Government. Air quality is an issue that raises concerns amongst local residents and workers, and which would attract criticism if the City of London Corporation was not seen to be acting upon it, both to reduce in concert with others and to mitigate by listening to and facilitating partners around the issue, we are positioning the City of London Corporation as a

responsible Local Authority that is working with London and others to make the capital – and especially the City – a better, more sustainable place to live, work and do business in.

19. The Health & Wellbeing Board whilst seeking to tackle some big issues, is also concerned with the smaller ones, that involve stitching together initiatives and priorities in different parts of the City Corporation and between external City partners, in order to create coherent and innovative solutions.
20. One such example has been the Fixed Penalty Notice pilot. There is a high rate of smoking amongst City workers (25% compared to the London average of 17%), which impacts upon their own health and also affects their work productivity and absence rates. We identified smoking as a priority for workers' health within the Health and Wellbeing Strategy.
21. The Street Cleansing Team, the Public Health team, and Boots the Chemist acted together to set up a novel pilot approach to incentivising workers to quit smoking. Street Enforcement Officers are able to issue a £50 Fixed Penalty Notice Fine to people who drop cigarette butts in the City, or who smoke in no-smoking areas. The team is now able to offer a £50 refund, given in Boots vouchers, to any smoker who has been fined but then manages to successfully quit smoking, within a specified timeframe, with the help of smoking cessation services in the City.

CONCLUSION

22. The City of London has a duty to help improve the lifestyles of those who live and work in the City. The Health and Wellbeing Board is making good progress in this respect, and by working closely with our partners, will form a valuable body of intelligence for informing commissioning of health initiatives and encouraging the wellbeing of our residents and workers.

All of which we submit to the judgement of this Honourable Court.

DATED this 2nd day of April 2014.

SIGNED on behalf of the Committee.

The Reverend Dr Martin Raymond Dudley
Chairman, Health and Wellbeing Board

Governance

Membership

23. The non-ward Committee consists of the following: -

- three Members elected by the Court of Common Council (who shall not be members of the Health and Social Care Scrutiny Sub-Committee)
- the Chairman of the Policy and Resources Committee (or his/her representative)
- the Chairman of Community and Children's Services Committee (or his/her representative)
- the Chairman of the Port Health & Environmental Services Committee (or his/her representative)
- the Director of Public Health or his/her representative
- the Director of the Community and Children's Services Department
- a representative of Healthwatch appointed by that agency
- a representative of the Clinical Commissioning Group (CCG) appointed by that agency
- A representative of the SaferCity Partnership Steering
- the Environmental Health and Public Protection Director
- a representative of the City of London Police appointed by the Commissioner

24. Full voting rights apply to all of the above statutory members.

25. As with other Committees of the Court of Common Council, Elected Members are unable to appoint substitute Members. Other Statutory Members of the Board may nominate a single named individual who will substitute for them and have the authority to make decisions in the event that they are unable to attend a meeting.

26. The Board may appoint up to two co-opted non-City Corporation representatives with experience relevant to the work of the Health and Wellbeing Board.

Quorum

27. The quorum consists of five Members, at least three of whom must be Members of the Court of Common Council or Officers representing the City of London Corporation.

Sub-Committees and Working Groups

28. The Board may establish and appoint to sub-committees and working groups. The Board may delegate any of its functions to sub-committees or working groups or request them to undertake task and finish reviews or project work in the pursuit of the Board's goals.

29. Members of a sub-committee or working group may be a Statutory or Co-opted Member of the Board or any Elected Member of the Court of Common Council. Additional members of a sub-committee or working group will be

agreed by the Board. Sub-committees and working groups will cease to exist upon a decision by the Board.

30. Terms of Reference

To be responsible for:-

- a) carrying out all duties conferred by the Health and Social Care Act 2012 (“the HSCA 2012”) on a Health and Wellbeing Board for the City of London area, among which:-
 - i. to provide collective leadership for the general advancement of the health and wellbeing of the people within the City of London by promoting the integration of health and social care services; and
 - ii. to identify key priorities for health and local government commissioning, including the preparation of the Joint Strategic Needs Assessment and the production of a Joint Health and Wellbeing Strategy.
- b) All of these duties should be carried out in accordance with the provisions of the HSCA 2012 concerning the requirement to consult the public and to have regard to guidance issued by the Secretary of State;
- c) mobilising, co-ordinating and sharing resources needed for the discharge of its statutory functions, from its membership and from others which may be bound by its decisions; and
- d) appointing such sub-committees as are considered necessary for the better performance of its duties.

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Agenda Item 22

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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