

PLEASE BRING THIS AGENDA WITH YOU

1

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

This being the occasion  
of the Lord Mayor  
taking his seat for the  
first time, Members are  
requested to appear in  
their Gowns.



## COMMON COUNCIL

SIR/MADAM,

You are desired to be at a Court of Common Council, at **GUILDHALL**, on  
**THURSDAY** next, the 3rd day of December, 2015.

JOHN BARRADELL,  
*Town Clerk & Chief Executive.*

*Guildhall,  
Wednesday 25th November 2015*

Ian David Luder

Matthew Richardson

}

*Aldermen on the Rota*

- 1 Question - That the Minutes of the last Court are correctly recorded?
- 2 To pass the Vote of Thanks, read informally at the last meeting of the Court, to the late Lord Mayor.
- 3 Resolutions on Retirements, Congratulatory Resolutions, Memorials.
- 4 The Right Honourable The Lord Mayor's report on overseas visits.
- 5 Statement from the Chairman of the Policy and Resources Committee.
- 6 Docquets for the Hospital Seal.
- 7 List of applicants for the Freedom of the City:  
(A list of names, together with those of the nominators, has been separately circulated).
- 8 The Remembrancer's report of measures introduced into Parliament which may have an effect on the services provided by the City Corporation.

#### **Subordinate Legislation**

<b>Title</b>	<b>with effect from</b>
The Modern Slavery Act 2015 (Duty to Notify) Regulations 2015, S.I. No. 1743	1 November 2015
The Environmental Permitting (England and Wales) (Amendment) (No. 3) Regulations 2015, S.I. No. 1756	30 October 2015
The Licensing Act 2003 (Late Night Refreshment) Regulations 2015, S.I. No. 1781	5 November 2015
The Welfare of Animals at the Time of Killing (England) Regulations 2015, S.I. No. 1782	5 November 2015
The Income-related Benefits (Subsidy to Authorities) Amendment Order 2015, S.I. No. 1784	9 November 2015
The Housing Benefit (Abolition of the Family Premium and date of claim) (Amendment) Regulations 2015, S.I. No. 1857	1 May 2016
The Children (Secure Accommodation) (Amendment) (England) Regulations 2015, S.I. No. 1883	7 December 2015

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

- 9 The Town Clerk to report the result of ballots taken at the last Court, viz:-

*Where applicable:*

- \* denotes a Member standing for re-appointment
- + denotes more than ten years' service on the Court
- < denotes fewer than ten years' service on the Court
- ★ denotes appointed.

- a) **Police Committee** (one vacancy for the balance of a term expiring in April 2017).

	<b>Votes</b>
Nicholas Michael Bensted-Smith, J.P.	41 ★
Emma Edhem	24
John George Stewart Scott, J.P.	14
James Richard Tumbridge	18

- b) **Ceremonial Protocols Working Party** (two vacancies for Members with fewer than 10 years' service on the Court and two vacancies for Members with more than 10 years' service).

	<b>Votes</b>
< Henry Nicholas Almroth Colthurst	40 ★
< Karina Dostalova	22
+ Simon D'Olier Duckworth, O.B.E., D.L.	49
< Sophie Anne Fernandes	22
+ Wendy Mead, O.B.E.	51 ★
+ Joyce Carruthers Nash, O.B.E., Deputy	66 ★
+ Ann Marjorie Francescia Pembroke	7
< Dr Giles Robert Evelyn Shilson, Deputy	52 ★
< Tom Sleigh	33
< Graeme Martyn Smith	15

- c) **Board of Governors of the Museum of London** (one vacancy for a three year term expiring in November 2018).

	<b>Votes</b>
*Tom Hoffman	72 ★
Graeme Martyn Smith	25

10 To appoint the following:-

- a) One Member on the **Investment Committee**, for the balance of a term expiring in April 2017.

**Nominations received:-**

Robert Picton Seymour Howard, Alderman

- b) One Member on the **Hampstead Heath, Highgate Wood and Queen's Park Committee**, for the balance of a term expiring in April 2018.

**Nominations received:-**

Keith David Forbes Bottomley

- c) One Member on the **Open Spaces and City Gardens Committee** and the **West Ham Park Committee**, for the balance of a term expiring in April 2017.

**Nominations received:-**

Robert Picton Seymour Howard, Alderman

- d) One Member on the **East London NHS Foundation Trust**, for a term expiring in October 2018.

*\* denotes a Member standing for re-appointment*

**Nominations received:-**

\*Dhruv Patel

11 **QUESTIONS**

12 **MOTIONS**

- (A) By Brian Nicholas Harris, Deputy

“That the Resolution of Thanks to the late Lord Mayor, passed by Common Hall on 29 September last, be presented in a form agreeable to him?”

- (B) By William Barrie Fraser, O.B.E, Deputy

“That the Resolution of Thanks to Dr Andrew Parmley, Alderman and Musician and Fiona Adler, Citizen and Tobacco Pipe Maker & Tobacco Blender, the late Sheriffs of the City, passed by Common Hall on 29 September last, be presented in a form agreeable to them?”

13 **AWARDS AND PRIZES**

14 **POLICY AND RESOURCES COMMITTEE**

**(Mark John Boleat)**

19 October 2015

**Local Government Association**

Your Committee has reviewed the work of the Local Government Association (LGA), the City of London Corporation's involvement with that outside body and the appointment of our representatives on it. The City Corporation's current representative serves in this capacity on an informal basis and it was therefore concluded that this should be formalised.

Whilst the appointment of the City Corporation's LGA representative is currently delegated to the Policy and Resources Committee, appointments in London local authorities' are generally determined at a meeting of the full council on an annual basis. It was therefore felt that the suggested City Corporation's representatives should be endorsed by the Court of Common Council.

A separately printed and circulated report has therefore been submitted. It provides you with details of the work of the LGA and **recommends** the appointment of two representatives to serve as the City Corporation's representatives on the LGA's General Assembly.

15 **HOSPITALITY WORKING PARTY OF THE POLICY AND RESOURCES COMMITTEE**

**(Billy Dove, O.B.E., J.P., Deputy, Chief Commoner)**

27 October 2015

**(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:-

<u>Name</u>	<u>Date</u>	<u>Function</u>
The Sun	Friday 22 January 2016	Awards Ceremony
Chew Events Ltd	Friday 11 March 2016	Dinner
Innovate Finance	Sunday 10 April 2016 (set up) Monday 11 April 2016	Conference
Association of the Luxemburg Fund Industry	Tuesday 3 May 2016 Wednesday 4 May 2016	Conference
London District Surveyors Association	Friday 13 May 2016	Awards Ceremony
Extel	Tuesday 7 June 2016 (set up) Wednesday 8 June 2016	Awards Ceremony
Age UK	Thursday 9 June 2016	Dinner
William Reed	Tuesday 14 June 2016	Dinner
London Air Ambulance	Thursday 30 June 2016	Dinner
The Worshipful Company of Carmen	Wednesday 13 July 2016	Cart Marking and Luncheon
World Nuclear Association	Friday 16 September 2016	Dinner
Baltic Air Charter Association	Wednesday 19 October 2016	Awards Lunch
Restoration of Appearance and Function Trust	Tuesday 25 October 2016	Dinner
British Property Federation	Thursday 3 November 2016	Dinner
Octane Media Ltd	Thursday 17 November 2016	Dinner
World Jewish Relief	Monday 28 November 2016	Dinner
The Guild of Freemen of the City of London	Monday 12 December 2016	Dinner

6 October 2015

### **(B) Report of Urgent Action Taken: Queen Elizabeth Prize for Engineering**

We hereby report action taken as a matter of urgency, pursuant to Standing Order No.19, in approving arrangements for hospitality prior to the presentation of the Queen Elizabeth Prize for Engineering.

In September, the City Corporation was approached to host a lunch in honour of the winner of this year's Queen Elizabeth Prize for Engineering, to be presented by HM The Queen on Monday 26 October. The Prize is awarded for ground breaking innovation and engineering which has been of global benefit to humanity, and the Corporation has previously hosted the lunch for the inaugural Prize.

With the opportunity only emerging in September and with insufficient time to seek the approval of the Court in the usual manner, urgent approval was consequently sought and obtained. We now report the action taken.

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

30 September 2015

**(A) City Fund and Pension Funds - 2014/15 Statement of Accounts and Auditors' Management Letters**

On 23 May 1996, the Court authorised this Committee to approve, amongst other things, the Statement of Accounts for the City Fund and Pension Funds. We have duly considered and approved the 2014/15 City Fund and Pension Funds Statement of Accounts.

The management letters from Deloitte LLP on its audit of the funds have been circulated for the information of the Court. In addition, the Statement of Accounts and management letters have been published on the City's website.

It is accordingly **recommended** that the Court receives the 2014/15 City Fund and Pensions Fund Statement of Accounts.

21 July 2015

**(B) Annual Reports and Financial Statements for Bridge House Estates and Sundry Trusts 2014/15**

On 23 May 1996, the Court authorised the Finance Committee to approve, amongst other things, the Annual Reports and Financial Statements for Bridge House Estates and the Charitable Trusts. We have duly considered and approved the Annual Reports and Financial Statements for the year ending 31 March 2015.

Copies of the Annual Reports and Financial Statements have been placed in the Members' Reading Room and are available on the City's website. The management letter from Moore Stephens LLP on its audit of the funds has been circulated for the information of the Court and has also been published on the website.

It is accordingly **recommended** that the Court receives the 2014/15 Bridge House Estates and Charitable Trusts Statement of Accounts.

17 **PLANNING AND TRANSPORTATION COMMITTEE****(Michael Welbank, M.B.E.)**

3 December 2015

**(A) Barbican Area Strategy**

In 2008, the original Barbican Area Strategy was adopted and resulted in the successful implementation of all high priority projects. The strategy has been reviewed and updated over the last year in order to analyse the changing area within the context of new developments and improvements. The Strategy is available online [here](#).

The revised strategy -

- recognises the key qualities of the area and the listed estates and gardens;
- analyses the possible impact of changes in the area and identifies new issues;
- takes account of developments; including the delivery of Crossrail services to Long Lane and Moorgate in 2019, major residential and office schemes at The Heron (Milton Court), Roman House, St Alphage House and One London Wall Place;

- takes account of the development of a ‘cultural hub’ by the City of London Corporation together with the Museum of London, the Barbican Centre, Guildhall School of Music and Drama and London Symphony Orchestra; and
- notes that the City of London Corporation has an unparalleled opportunity to enhance the international cultural district through a renewed public realm strategy.

A separately printed and circulated report is submitted thereon and we **recommend** the adoption of the Strategy accordingly.

8 September 2015

#### **(B) Bloomberg Development s278 Highway Changes - Gateway 4b**

Your Committee, through its Streets and Walkways Sub Committee, has granted approval to a project linked to the Bloomberg Development, largely relating to the section 278 highway changes that are necessary to integrate the development into the public highway. These changes must be delivered in time for the building’s practical completion in late 2017.

As the cost of the project is estimated in excess of £5million, the authority of the Court of Common Council is required to progress the project to the next stage. A separately printed and circulated report has been submitted thereon and we **recommend** that the Bloomberg Development Project be progressed to Gateway 5 accordingly.

### **18 FREEDOM APPLICATIONS COMMITTEE**

**(Sir David Wootton, Alderman)**

13 October 2015

#### **Freedom Applications Fee**

In line with its enhanced role of monitoring the Freedom Applications process your Committee has reviewed the City Corporation’s policy which allows the fee applicable to Freedom applications to be waived for applicants who appear on the Ward List (City of London Electoral Roll).

Following careful consideration, the Committee is of the view that, in general, the waiver is an historical anomaly which has been maintained over the years without review. There is no longer any merit in retaining the current practice particularly as very few people made use of it. We are, however, of the view that whilst the practice should be dispensed with generally, it should be retained for candidates on the Electoral Roll wishing to stand for election in the City of London.

Accordingly a separately printed and circulated report has been submitted for your consideration. We **recommend** that the waiver of the fee applicable to Freedom applications for candidates who appear on the Ward List now be dispensed with.

### **19 BARBICAN CENTRE BOARD**

**(John Tomlinson, Deputy)**

19 November 2015

#### **Barbican Centre Board: Amendments to Terms of Reference**

The Barbican Centre Board has reviewed its constitution and governance arrangements and has developed a number of proposals to enhance its effectiveness. Your Policy and Resources Committee has considered these proposals and concurs with the recommendations the Barbican Centre Board has

made.

It is therefore proposed to amend the Terms of Reference of the Barbican Centre Board:

- to enable the appointment of up to two more external Members (while adjusting quorums to ensure City control)
- and to indicate foreseen skill/background deficits when advertising vacancies to the Court - while recognising the absolute freedom the Court has to appoint whoever it sees fit.

A separately printed and circulated report is submitted thereon and we **recommend** that you approve the proposals set out.

## **MOTION**

20 By the Chief Commoner

“That the public be excluded from the meeting for the following item of business below on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act, 1972:-

A) action taken under urgency procedures approving recommendations of the Property Investment Board regarding the purchase of a long-term leasehold?”



## YARROW, MAYOR COURT OF COMMON COUNCIL

15th October 2015  
MEMBERS PRESENT

### ALDERMEN

Nicholas Anstee  
Sir Michael David Bear  
Sheriff Charles Bowman  
Peter Estlin  
Sir Roger Gifford  
David Andrew Graves

Timothy Russell Hailes JP  
Gordon Warwick Haines  
Peter Hewitt  
Vincent Thomas Keaveny  
Ian David Luder JP  
Julian Henry Malins QC

Dr Andrew Charles Parmley  
Matthew Richardson  
William Anthony Bowater Russell  
Dame Fiona Woolf  
Sir David Wootton  
The Rt Hon the Lord Mayor, Alan Colin Drake  
Yarrow

### COMMONERS

George Christopher Abrahams  
John David Absalom, Deputy  
Randall Keith Anderson  
Alex Bain-Stewart JP  
John Alfred Barker, OBE, Deputy  
Douglas Barrow, Deputy  
John Bennett, Deputy  
Nicholas Michael Bensted-Smith, JP  
Christopher Paul Boden  
Mark Boleat  
Keith David Forbes Bottomley  
David John Bradshaw  
Revd Dr William Goodacre  
Campbell-Taylor  
Michael John Cassidy, CBE, Deputy  
Roger Arthur Holden Chadwick  
Nigel Kenneth Challis  
John Douglas Chapman, Deputy  
Henry Nicholas Almroth Colthurst  
Dennis Cotgrove  
Alexander John Cameron Deane, Deputy  
Karina Dostalova  
William Harry Dove OBE, Deputy  
(Chief Commoner)  
Simon D'Olier Duckworth, OBE, DL

The Revd Dr Martin Raymond  
Dudley  
Peter Gerard Dunphy  
Anthony Noel Eskenzi, CBE, Deputy  
John William Fletcher  
William Barrie Fraser, OBE, Deputy  
Stuart John Fraser, CBE  
Marianne Bernadette  
Fredericks  
Lucy Frew  
George Marr Flemington Gillon  
Stanley Ginsburg, JP, Deputy  
The Revd Stephen Decatur  
Haines MA, Deputy  
Brian Nicholas Harris, Deputy  
Christopher Michael Hayward  
Tom Hoffman  
Ann Holmes  
Michael Hudson  
Wendy Hyde  
Jamie Ingham Clark, Deputy  
Clare James  
Alastair John Naisbitt King, Deputy

Gregory Alfred Lawrence  
Vivienne Littlechild JP  
Oliver Arthur Wynlayne Lodge, TD  
Edward Lord, OBE, JP  
Professor John Stuart Penton  
Lumley  
Paul Nicholas Martinelli  
Jeremy Mayhew  
Catherine McGuinness, Deputy  
Andrew Stratton McMurtrie, JP  
Wendy Mead, OBE  
Robert Allan Merrett, Deputy  
Brian Desmond Francis Mooney  
MA  
Gareth Wynford Moore  
Hugh Fenton Morris  
Sylvia Doreen Moys  
Joyce Carruthers Nash, OBE, Deputy  
Graham David Packham  
Ann Marjorie Francescia Pembroke  
Judith Lindsay Pleasance  
James Henry George Pollard, Deputy  
Emma Charlotte Louisa Price

Chris Punter  
Stephen Douglas Quilter,  
Richard David Regan, OBE,  
Deputy  
Adam Fox McCloud  
Richardson  
Elizabeth Rogula  
Virginia Rounding  
James de Sausmarez  
John George Stewart Scott, JP  
Ian Christopher Norman  
Seaton  
Dr Giles Robert Evelyn Shilson,  
Deputy  
Jeremy Lewis Simons  
Sir Michael Snyder  
Angela Mary Starling  
Patrick Thomas Streeter  
John Tomlinson, Deputy  
Michael Welbank, MBE  
Mark Raymond Peter Henry  
Delano Wheatley  
Philip Woodhouse

*Dove, W.H.,  
O.B.E., J.P., Deputy;  
Chadwick,  
R.A.H.*

**Resolved Unanimously** – That Dr Christine Ridgen, one of the Sheriffs of the City, be invited to take her seat on the Dais.

1. Minutes

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

2. Vote of  
Thanks to the  
Lord Mayor

Brian Harris, Deputy of the Ward of Bridge and Bridge Without, read the draft of a vote of thanks to the Right Honourable The Lord Mayor, which was intended to be formally Moved at the next meeting of the Court.

The Lord Mayor was heard in reply.

3. Letter

A letter of the Lord Mayor Elect, declaring his assent to take upon himself the Office of Lord Mayor, was received.

4. Resolutions

*Resolved unanimously –*

*Haines, S.D.,  
Deputy the Revd;  
Dove, W.H.,  
O.B.E., J.P., Deputy*

That, on his retirement from this Honourable Court, Members wish to place on record their most sincere thanks to:-

Sir David Howarth Seymour Howard, Bt.

for the service that he has given to the City of London Corporation and to the City - as a Common Councilman for the Ward of Cornhill, as Alderman for that Ward, as Sheriff, as Lord Mayor and, more recently, as senior Alderman.

It has been a remarkable record of service, spanning more than forty years and this Court could not have been more ably represented at all levels, amongst the Livery, in Government and in business.

The Howards have become something of a fixture within the City Corporation, with Sir David representing the third successive generation to serve on the Common Council and also as Lord Mayor. The Resolutions of Thanks to his forebears make reference to their sense of duty and devotion to all aspects of City life, their sincerity of purpose, and the respect in which they were held by their colleagues. In this respect, Sir David has not only upheld the traditions of his predecessors but has surpassed them, acting in an unfailingly courteous and perspicacious manner.

His guidance and consistency will be sorely missed, and I know that Members are all agreed that we are fortunate to have had the benefit of his sage counsel for so long.

Having now stood down from Office, Sir David, so well supported throughout by Valerie, can take with him the very best wishes of all his colleagues on this Court, past and present, for a long, happy and healthy retirement from civic life in the City.

5. Overseas  
Visits

The Right Honourable the Lord Mayor reported on his recent overseas visits to China, Ghana, Mozambique, Nigeria and South Africa.

6. Election of  
Chief Commoner

The Court proceeded to elect a Chief Commoner for 2016/17.

Two valid nominations had been received in accordance with Standing Order No. 18, for Tom Hoffman and Michael Welbank, M.B.E.

The Court therefore proceeded, in accordance with Standing Order No.10, to ballot.

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

The result was announced as follows:-

Tom Hoffman	-	36 Votes
Michael Welbank	-	56 Votes

Whereupon the Lord Mayor declared Michael Welbank, M.B.E. to be elected to the office of Chief Commoner for 2016/17.

7. Policy  
Statement

The Policy Chairman delivered a statement on the cultural hub and the developing work around a prospective Centre for Music and new site for the Museum of London.

In response to a question from Brian Mooney, the Chairman confirmed that no consideration had been given to the relocation of Smithfield Market as part of the cultural hub plans.

8. Hospital Seal

There were no documents to be sealed.

9. 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 the City by Redemption:-

<b>Kelley John McIntyre</b> <i>Michael Peter Cawston</i> <i>Peter Ronald Elliott</i>	a Regular Army Warrant Officer <i>Citizen and Tyler and Bricklayer</i> <i>Citizen and Blacksmith</i>	Westminster
<b>Neel Suraj Rokad</b> <i>Alan Roy Willis</i> <i>Paul Leonard Wickham</i>	a Student <i>Citizen and Baker</i> <i>Citizen and Baker</i>	Edgware, Middlesex
<b>Debra Maureen Cowland</b> <i>Jonathan Martin Avers</i> <i>David Andrew Harry McGregor</i> <i>Smith, CBE</i>	a Health Practitioner <i>Citizen and Fletcher</i> <i>Citizen and Cook</i>	West Malling, Kent
<b>Thomas William Starling</b> <i>Rodney Walter Scott</i> <i>Desmond Alan Millward</i>	a Training Company Director <i>Citizen and Glover</i> <i>Citizen and Glover</i>	Blundeston, Lowestoft, Suffolk
<b>Mark Anthony Wright</b> <i>David Llewelyn Daniel</i> <i>Dr Maria Hebel</i>	a Metropolitan Police Officer <i>Citizen and Baker</i> <i>Citizen and Management</i> <i>Consultant</i>	Ware, Hertfordshire

<b>Clifford Gerald Hutchinson</b> <i>Donald Howard Coombe, MBE</i> <i>Richard Howard Coombe</i>	a Healthcare Manager <i>Citizen and Poulter</i> <i>Citizen and Poulter</i>	Silsoe, Bedfordshire
<b>Ronald Michael Reed</b> <i>Paul Leonard Wickham</i> <i>Neil Morgan Farrell</i>	an Engineer, retired <i>Citizen and Baker</i> <i>Citizen and Painter Stainer</i>	Shoreham By Sea, West Sussex
<b>Guy Everis Williamson</b> <i>Timothy Russell Hailes, Ald., JP.</i> <i>Thomas Sleigh, CC</i>	a Barrister <i>Citizen and International Banker</i> <i>Citizen and Common Councilman</i>	South Woodford, Essex
<b>Howard Freeman</b> <i>Gordon Mark Gentry</i> <i>Anne Elizabeth Holden</i>	a Solicitor <i>Citizen and Baker</i> <i>Citizen and Basketmaker</i>	Pinner, Middlesex
<b>Helen Maria Brecher</b> <i>Andre Charles Trepel</i>  <i>Gordon Davison</i>	a Property Consultant <i>Citizen and Gold &amp; Silver Wyre</i> <i>Drawer</i> <i>Citizen and Gold &amp; Silver Wyre</i> <i>Drawer</i>	Headley Down, Hampshire
<b>Carol Anne Chaplin</b> <i>Sara Pink</i>  <i>David Robert Stanley Pearson</i>	a Library Assistant, retired <i>Citizen and Stationer &amp; Newspaper</i> <i>Maker</i> <i>Citizen and Stationer &amp; Newspaper</i> <i>Maker</i>	Great Wakering, Essex
<b>James Simon Thomas</b> <i>John Alexander Smail</i> <i>John Douglas Brewer</i>	a Chief Executive Officer <i>Citizen and Distiller</i> <i>Citizen and Woolman</i>	Chelsea
<b>Thomas Arthur Mulholland</b>  <i>George Henry Capon</i> <i>Peter Ronald Elliott</i>	a Cleaning and Maintenance Company Director <i>Citizen and Blacksmith</i> <i>Citizen and Blacksmith</i>	Bromley, Kent
<b>Sonia Natasha Clara Solicari</b> <i>Vivienne Littlechild, JP, CC</i> <i>David Robert Stanley Pearson</i>	a Curator <i>Citizen and Common Councilman</i> <i>Citizen and Stationer &amp; Newspaper</i> <i>Maker</i>	Crystal Palace
<b>Deborah Ann Cooke</b> <i>Ian Patterson Wilson</i> <i>Bruce Rochester</i>	a Residential Landlord <i>Citizen and Arbitrator</i> <i>Citizen and Arbitrator</i>	Lewes, East Sussex
<b>Sean Gary Valentine</b> <i>Richard Stuart Goddard</i> <i>Richard Leslie Springford</i>	a Catering Company Director <i>Citizen and Shipwright</i> <i>Citizen and Carman</i>	Eversley, Hampshire
<b>William James Walter</b> <i>Wendy Mead, OBE, CC</i> <i>Ann Elizabeth Esslemont</i>	a Communications Director <i>Citizen and Glover</i> <i>Citizen and Glover</i>	Page Street, Westminster
<b>Timothy Laurence Hyde</b> <i>Harold Ebenezer Piggott</i> <i>Paul Stephen Hollebhone</i>	a Retired Builder <i>Citizen and Basketmaker</i> <i>Citizen and Chartered Accountant</i>	Rustington, West Sussex
<b>William Victor Rowlinson</b> <i>Peter Lionel Raleigh Hewitt, Ald.</i> <i>Douglas Gordon Fleming Barrow,</i> <i>Deputy</i>	a Police Firearms Instructor <i>Citizen and Woolman</i> <i>Citizen and Shipwright</i>	South Norwood

<b>Philip Reginald Foster</b> <i>Richard Stuart Goddard</i> <i>Richard Leslie Springford</i>	a Training Company Director, retired <i>Citizen and Shipwright</i> <i>Citizen and Carman</i>	Crowthorne, Berkshire
<b>Jason David Frost</b> <i>Simon Jonathan Mark Burrows</i> <i>Alan Buchan</i>	a Postgraduate Student <i>Citizen and Framework Knitter</i> <i>Citizen and Management</i> <i>Consultant</i>	Romford, Essex
<b>Caroline Anne Redman Lusher</b> <i>Sir Paul Judge, Kt., Ald.</i> <i>Daniel Edward Doherty</i>	a Music Company Director <i>Citizen and Marketor</i> <i>Citizen and Needle-maker</i>	The Sands, Farnham, Surrey
<b>Jonathan Stephen Matthews</b> <i>Judge Richard Hone</i> <i>Andrew Charles Parmley, Ald.</i>	a Risk Partner <i>Citizen and Ironmonger</i> <i>Citizen and Musician</i>	Western Gateway, Newham
<b>Craig Russell Mullish</b> <i>Henry Llewellyn Michael Jones, Deputy</i> <i>Stanley Ginsburg, Deputy</i>	a Police Officer <i>Citizen and Common Councilman</i> <i>Citizen and Glover</i>	Woodford, Essex
<b>Derek John Watts</b> <i>Peter Reginald Allcard</i> <i>John Donald Lunn</i>	an Engineering Consultant <i>Citizen and Blacksmith</i> <i>Citizen and Fan Maker</i>	Flacknell Heath, Buckinghamshire
<b>Patricia Watts</b> <i>Peter Reginald Allcard</i> <i>John Donald Lunn</i>	a Library Secretary, retired <i>Citizen and Blacksmith</i> <i>Citizen and Fan Maker</i>	Flackwell Heath, Buckinghamshire
<b>Veronica Nadia Cooper</b> <i>John Anthony Hayton, TD</i> <i>Antony Ronald Kench</i>	a Retired Office Manager <i>Citizen and Bowyer</i> <i>Citizen and Bowyer</i>	Boxgrove Park, Guildford, Surrey
<b>Roy Robert Gordon Jones</b> <i>Ian David Luder, Ald.</i> <i>Linda Jane Luder</i>	a Transport Company Director, retired <i>Citizen and Cooper</i> <i>Citizen and Fletcher</i>	Stanford Le Hope, Essex
<b>Ian Johnson</b> <i>Leslie Findley, TD</i> <i>Michael John Willett</i>	a Construction Company Director <i>Citizen and Apothecary</i> <i>Citizen and Air Pilot</i>	Horton, Northampton, Northamptonshire
<b>Joseph Paul Pojunas</b> <i>Brian Derek Francois</i> <i>William Henry Robinson</i>	a Labour Manager <i>Citizen and Environmental Cleaner</i> <i>Citizen and Wheelwright</i>	Hornchurch, Essex
<b>Sarah Therese Waddell</b> <i>Keith David Forbes Bottomley, CC</i> <i>Christopher Michael Hayward, CC</i>	a Project Director, retired <i>Citizen and Wheelwright</i> <i>Citizen and Pattenmaker</i>	Birkdale, Southport, Merseyside
<b>David Ernest Cook</b> <i>Patrick William Thomas Wilkins</i> <i>Alan William Cornwell</i>	a Production Engineer, retired <i>Citizen and Baker</i> <i>Citizen and Baker</i>	Buckhurst Hill, Essex

<b>Marion Sherrin</b> <i>Edward Frederic Colin Donaldson</i> <i>Graham Kenneth Aslet</i>	a Gardener <i>Citizen and Basketmaker</i> <i>Citizen and Basketmaker</i>	Sutton, Surrey
<b>Maurice Philip England</b> <i>Ian Stewart Wilson</i> <i>Donald Howard Coombe, MBE</i>	a Lecturer <i>Citizen and Poulter</i> <i>Citizen and Poulter</i>	Bromley, Kent
<b>Mark James Siggers</b> <i>Ian Apsley McColl</i> <i>Anthony Raymond Layard</i>	an Aircraft Engineering Manager <i>Citizen and Horner</i> <i>Citizen and Glass Seller</i>	Epsom, Surrey
<b>Roger Anthony Stanford Isaacs</b> <i>Joanna Marjorie Edwards</i> <i>Paul Jonathan Garratt</i>	a Chartered Accountant <i>Citizen and Marketor</i> <i>Citizen and Carman</i>	Bristol
<b>Malcolm Edward Thorp</b> <i>James Robert Lewis Nuttall</i>  <i>James Edward Carter</i>	a Workshop Technician, retired <i>Citizen and Gold &amp; Silver Wyre Drawer</i> <i>Citizen and Security Professional</i>	Wickford, Essex
<b>Marcus John Scott</b> <i>Giles Adam Stuart George Murphy</i> <i>Douglas Gordon Fleming Barrow, Deputy</i>	a Chartered Accountant <i>Citizen and Merchant Taylor</i> <i>Citizen and Shipwright</i>	Wistow, Cambridgeshire
<b>Ian Christopher Moore</b> <i>Lord Robert Lingfield, Kt., DL</i> <i>Nigel Anthony Chimmo Branson, JP</i>	an Educational Charity Director <i>Citizen and Goldsmith</i> <i>Citizen and Haberdasher</i>	West End Lane, Hampstead
<b>Nicholas Andrew Landauer</b> <i>Andrew Charles Parmley, Ald.</i> <i>William Harry Dove, OBE, JP, Deputy</i>	an Aviation Consultant <i>Citizen and Musician</i> <i>Citizen and Ironmonger</i>	Redhill, Surrey
<b>James Fitzgerald</b> <i>George Adam Traill</i> <i>George Thomas Traill</i>	a Soldier <i>Citizen and Cutler</i> <i>Citizen and Cutler</i>	Windsor, Berkshire
<b>Alexander William Fieldwick Kemsley</b> <i>Michael Kemsley</i> <i>Keith Bottomley</i>	a Management Trainee <i>Citizen and Pattenmaker</i> <i>Citizen and Fletcher</i>	Twickenham, Middlesex
<b>Anthony Stuart Cox</b> <i>Julia Sibley, MBE</i> <i>Philippe Roland Rossiter</i>	a Hotel General Manager <i>Citizen and Innholder</i> <i>Citizen and Innholder</i>	Marlow, Buckinghamshire
<b>Richard John Abraham</b> <i>Scott Marcus Longman</i> <i>George Henry Capon</i>	a Retail Managing Director <i>Citizen and Blacksmith</i> <i>Citizen and Blacksmith</i>	Little Gaddesden, Hertfordshire
<b>Robert William Richard Grant</b> <i>Ivor Macklin</i> <i>David Richard Clover</i>	a Risk Management Company Director, retired <i>Citizen and Painter-Stainer</i> <i>Citizen and Painter-Stainer</i>	Bexley, Kent

<b>Mervyn Olakunle Shiwoku</b> <i>Wyndham Seymour-Hamilton</i> <i>Clifford Mark Sturt</i>	a Postgraduate Student <i>Citizen and Loriner</i> <i>Citizen and Scrivener</i>	Leytonstone
<b>Bridgette Khairool Ibrahim</b> <i>Richard Alan Reddaway</i> <i>Christopher Graham Howard Allen</i>	a Charity Volunteer, retired <i>Citizen and Goldsmith</i> <i>Citizen and Tobacco Pipe Maker &amp; Tobacco Blender</i>	Edgware, Middlesex
<b>Ronan Vincent Kearney</b> <i>Daniel Edward Doherty</i> <i>Lars Bendik Andersen</i>	a Publisher of Financial Indices <i>Citizen and Needlemaker</i> <i>Citizen and World Trader</i>	Prenton, Merseyside
<b>Eric Hampson</b> <i>Geoffrey Douglas Ellis</i> <i>Wesley Val Hollands</i>	a Police Officer, retired <i>Citizen and Joiner &amp; Ceiler</i> <i>Citizen and Loriner</i>	Keston, Near Bromley, Kent
<b>Sean Antony Gavin</b> <i>Fiona Josephine Adler</i>  <i>Andrew Charles Parmley, Ald.</i>	a Restaurant Manager <i>Citizen and Tobacco Pipe Maker &amp; Tobacco Blender</i> <i>Citizen and Musician</i>	South Woodford, Essex
<b>James Edward McKeown</b> <i>Brian Colin Wright</i> <i>Paul Ernest Woodley</i>	a Fine Food Company Director <i>Citizen and Bowyer</i> <i>Citizen and Tobacco Pipe Maker &amp; Tobacco Blender</i>	Kensington
<b>Anne Lillian Edgar</b> <i>Edwyn Sandys Dawes</i> <i>Carolyn Jane Boulter</i>	a City Historian <i>Citizen and Fruiterer</i> <i>Citizen and Clothworker</i>	Wallingford, Oxfordshire
<b>Stephen Bukenya Agaba</b> <i>Brian Colin Wright</i> <i>Paul Ernest Woodley</i>	a Banker <i>Citizen and Bowyer</i> <i>Citizen and Tobacco Pipe Maker &amp; Tobacco Blender</i>	Tower Hamlets
<b>Stephen Norman Gilkes</b> <i>Lawrence John Day</i> <i>David Michael Bole</i>	a Banker <i>Citizen and Maker of Playing Cards</i> <i>Citizen and Maker of Playing Cards</i>	Richmond, Surrey
<b>Kenneth Raymond Connolly</b> <i>Anthony John Keith Woodhead</i> <i>Anne Elizabeth Holden</i>	a Mortuary Services Manager <i>Citizen and Tax Adviser</i> <i>Citizen and Basketmaker</i>	Gilston, Hertfordshire
<b>Graham George Cooke, MBE</b> <i>Brian Andrew Kay, OBE, TD, DL</i> <i>Martin William Lindsay Dodd, TD</i>	a Royal Airforce Officer, retired <i>Citizen and Furniture Maker</i> <i>Citizen and Vintner</i>	Stamford, Lincolnshire
<b>Carl Ernest William Lillington</b> <i>Anthony John Keith Woodhead</i> <i>Anne Elizabeth Holden</i>	an Information Technologist Manager <i>Citizen and Tax Adviser</i> <i>Citizen and Basketmaker</i>	Welling, Kent
<b>Fritz Horst Melsheimer</b> <i>Alison Jane Gowman, Ald.</i> <i>Kenneth Dieter Stern</i>	an Insurer <i>Citizen and Glover</i> <i>Citizen and Wheelwright</i>	Hamburg, Germany
<b>Ruth Hildegard Margarete Berckholtz</b> <i>Alison Jane Gowman, Ald.</i> <i>Kenneth Dieter Stern</i>	a Commercial Representative  <i>Citizen and Glover</i> <i>Citizen and Wheelwright</i>	Wedel, Germany

<b>Fiona Margaret Roach</b> <i>Michael Ronald Newman</i> <i>Andrew Paul Mayes</i>	an Aircraft Company Manager <i>Citizen and Firefighter</i> <i>Citizen and Firefighter</i>	Feltham, Middlesex
<b>Alison Amelia Perman, MBE</b>  <i>Maurice Geoffrey Court</i> <i>Paul Bernard Cohen</i>	a Police Officer  <i>Citizen and Gold &amp; Silver Wyre Drawer</i> <i>Citizen and Gold &amp; Silver Wyre Drawer</i>	Welwyn Garden City, Hertfordshire
<b>David Albert Michael Lay</b> <i>Anthony John Keith Woodhead</i> <i>Anne Elizabeth Holden</i>	a Turncock, retired <i>Citizen and Tax Adviser</i> <i>Citizen and Basketmaker</i>	Maidenhead, Berkshire
<b>Monsif El Fadili</b> <i>Scott Marcus Longman</i> <i>George Henry Capon</i>	a Banker <i>Citizen and Blacksmith</i> <i>Citizen and Blacksmith</i>	Tower Hamlets
<b>Stephen Roberts</b> <i>David Benjamin Morris</i> <i>Gary John Hopkins</i>	an Insurance Surveyor <i>Citizen and Solicitor</i> <i>Citizen and Builders Merchant</i>	Sleaford, Lincolnshire
<b>Andrew Paul Da Vinci</b>  <i>Keith David Forbes Bottomley, CC</i> <i>Christopher Michael Hayward, CC</i>	a Manufacturing Director  <i>Citizen and Wheelwright</i> <i>Citizen and Pattenmaker</i>	Langley Burrell, Chippenham, Wiltshire
<b>Alexandra Da Vinci</b>  <i>Keith David Forbes Bottomley, CC</i> <i>Christopher Michael Hayward, CC</i>	a Consultancy Company Director  <i>Citizen and Wheelwright</i> <i>Citizen and Pattenmaker</i>	Langley Burrell, Chippenham, Wiltshire
<b>Ian Archibald Parsons</b>  <i>Jack Love</i> <i>Roger David Ellis</i>	a Concrete Engineering Director, retired <i>Citizen and Firefighter</i> <i>Citizen and Information Technologist</i>	Church Crookham, Fleet, Hampshire
<b>Mark Steven Guzam</b> <i>Jack Love</i> <i>Roger David Ellis</i>	a Steel Company Director <i>Citizen and Firefighter</i> <i>Citizen and Information Technologist</i>	Blackwater, Camberley, Surrey
<b>Frederick Bertram Tomlin</b> <i>Patrick William Thomas Wilkins</i> <i>Alan William Cornwell</i>	a Commercial Negotiator, retired <i>Citizen and Baker</i> <i>Citizen and Baker</i>	Buckhurst Hill, Essex
<b>Simon William Turner</b> <i>Anthony John Keith Woodhead</i> <i>Anne Elizabeth Holden</i>	a Construction Site Manager <i>Citizen and Tax Adviser</i> <i>Citizen and Basketmaker</i>	Kempston, Bedfordshire
<b>Richard Frederick Stafford Allshorn</b> <i>John Ford Steeds Northcott</i> <i>Fred Anthony Woodburn</i>	an Interior Decorator, retired  <i>Citizen and Vintner</i> <i>Citizen and Clockmaker</i>	Alton, Hampshire



<b>Laurence William Stafford Allshorn</b> <i>John Ford Steeds Northcott</i> <i>Fred Anthony Woodburn</i>	a Dental Technician, retired  <i>Citizen and Vintner</i> <i>Citizen and Clockmaker</i>	Hornchurch, Essex
<b>Kathryn Jane Day</b>  <i>Roger Antony Prentis</i> <i>Claudio Chiste</i>	a Training Company Director  <i>Citizen and Arbitrator</i> <i>Citizen and Shipwright</i>	St Leonards-on-Sea, East Sussex
<b>James Peter Snooks</b> <i>Anthony John Keith Woodhead</i> <i>Anne Elizabeth Holden</i>	a Banking Director <i>Citizen and Tax Adviser</i> <i>Citizen and Basketmaker</i>	Chelmsford , Essex
<b>Kevin William Osborn</b> <i>Kevin Malcolm Everett, CC</i> <i>Elizabeth Rogula, CC</i>	a Computer Company Director <i>Citizen and Fletcher</i> <i>Citizen and Common Councilman</i>	Chislehurst, Kent
<b>Martyn David Loukes</b>  <i>Charles Edward Lord, OBE, JP, CC</i> <i>Thomas Sleigh, CC</i>	a Transport Business Development Manager <i>Citizen and Broderer</i>  <i>Citizen and Common Councilman</i>	Waltham Forest
<b>Benoit Motttrie</b> <i>Dame Catherine Fiona Woolf, DBE, Ald.</i> <i>John Tomlinson, Deputy</i>	a Car Company Director <i>Citizen and Solicitor</i>  <i>Citizen and Fletcher</i>	Ieper, Belgium
<b>Joseph Marie Ivan Verschoore</b> <i>Dame Catherine Fiona Woolf, DBE, Ald.</i> <i>John Tomlinson, Deputy</i>	a Politician <i>Citizen and Solicitor</i>  <i>Citizen and Fletcher</i>	Ieper, Belgium
<b>Jan Rik Dirk Durnez</b> <i>Dame Catherine Fiona Woolf, DBE, Ald.</i> <i>John Tomlinson, Deputy</i>	a Politician <i>Citizen and Solicitor</i>  <i>Citizen and Fletcher</i>	Ieper, Belgium
<b>Bryn Terfel Jones, CBE</b> <i>William Harry Dove, OBE, JP, Deputy</i> <i>Sir Roger Gifford, Kt., Ald.</i>	an Opera Singer <i>Citizen and Ironmonger</i>  <i>Citizen and Musician</i>	Kensington

*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.

10.  
Parliamentary  
Measures

The Remembrancer reported on measures introduced by Parliament which might have an effect on the services provided by the City Corporation as follows:-.

#### Subordinate Legislation

Title	with effect from
The Housing (Right to Buy) (Prescribed Forms) (Amendment) (England) Regulations 2015, S.I. No. 1542	17 August 2015

The School Teachers' Pay and Conditions Order 2015, S.I. No. 1582 1 September 2015

The Packaging (Essential Requirements) Regulations 2015, S.I. No. 1640 1 October 2015

The Smoke and Carbon Monoxide Alarm (England) Regulations 2015, S.I. No. 1693 1 October 2015

The Counter-Terrorism and Security Act 2015 (Risk of Being Drawn into Terrorism) (Guidance) Regulations 2015, S.I. No. 1697 17 September 2015

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

11.  
Appointments  
to Committees  
and Outside  
Bodies

The Court proceeded to consider appointments to the Police Committee, the Hampstead Heath Highgate Wood and Queen's Park Committee, the Ceremonial Protocols Working Party, the Trust for London, the Board of Governors of the Museum of London, the Dr Johnson's House Trust, and the City Arts Trust.

- a) **Police Committee** (one vacancy for the balance of a term expiring in April 2017).

**Nominations received:-**

Nicholas Michael Bensted-Smith, J.P.  
Emma Edhem  
John George Stewart Scott, J.P.  
James Richard Tumbridge

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.

- b) **Hampstead Heath, Highgate Wood and Queen's Park Committee** (one vacancy for the balance of a term expiring in April 2016).

**Nominations received:-**

Michael Hudson

Read.

Whereupon the Lord Mayor declared Michael Hudson to be appointed to the Hampstead Heath, Highgate Wood and Queen's Park Committee.

- c) **Ceremonial Protocols Working Party** (four vacancies, two for Members with fewer than 10 years' service on the Court and two for Members with more than 10 years' service).

+ denotes more than ten years' service on the Court; and  
 < denotes fewer than ten years' service on the Court.

**Nominations received:-**

< Henry Nicholas Almroth Colthurst  
 < Karina Dostalova  
 + Simon D'Olier Duckworth, O.B.E., D.L.  
 < Sophie Anne Fernandes  
 + Wendy Mead, O.B.E.  
 + Joyce Carruthers Nash, O.B.E., Deputy  
 + Ann Marjorie Francescia Pembroke  
 + John George Stewart Scott, J.P.  
 < Dr Giles Robert Evelyn Shilson, Deputy  
 < Tom Sleigh  
 < Graeme Martyn Smith

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.

- d) **Trust for London** (one vacancy for the balance of a term expiring in April 2020).

**Nominations received:-**

Alison Gowman, Alderman

Read.

Whereupon the Lord Mayor declared Alderman Alison Gowman to be appointed to the Trust for London.

- e) **Board of Governors of the Museum of London** (one vacancy for a three year term expiring in November 2018).

*\* denotes a Member standing for re-appointment*

**Nominations received:-**

\*Tom Hoffman  
 Graeme Martyn Smith

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.

- f) **Dr Johnson's House Trust** (one vacancy for a two year term expiring in October 2017).

*\* denotes a Member standing for re-appointment*

**Nomination received:-**

\*Jeremy Lewis Simons

Read.

Whereupon the Lord Mayor declared Jeremy Simons to be appointed to the Dr Johnson's House Trust.

- g) **City Arts Trust** (one vacancy for a four year term expiring in October 2019).

*\* denotes a Member standing for re-appointment*

**Nomination received:**

\*Wendy Mead, O.B.E.

Read.

Whereupon the Lord Mayor declared Wendy Mead to be appointed to the City Arts Trust.

12. Questions

*Scott, J.G.S.  
J.P., to the  
Chairman of  
the Policy and  
Resources  
Committee*

**Publicity of City Charitable Activities**

John Scott asked a question of the Chairman of the Policy and Resources Committee regarding the publicity surrounding the City Corporation's charitable activities.

In response, the Chairman outlined previous and ongoing collaboration with the Evening Standard and others to publicise charitable activities, whilst also highlighting the positive efforts being made to promote and deliver positive outcomes in London's most disadvantaged communities through charitable and strategic activities. The Chairman also emphasised that the publicity of charitable activities should be only of secondary concern compared to enriching the lives of others and learning to maximise the impact of such efforts.

Replying to a supplementary question from Mr Scott concerning the involvement of the City's cultural institutions in such activities, the Chairman agreed that it would be important to maximise the exposure of people to these institutions and highlight

the arts offerings available within the City. He drew particular reference to ongoing work with schools with Deputy Catherine McGuinness, the Chairman of the Education Board, taking the opportunity to reference the City's new School Visits Fund, which was set to be launched in November and would subsidise school visits to City cultural institutions. During his response, the Chairman also acknowledged an observation from Ann Pembroke that the City was one of the nation's biggest contributors to the arts.

*Hudson, M., to  
the Chairman  
of the Planning  
and  
Transportation  
Committee*

### **Paternoster Square and Highway Designation**

Michael Hudson asked a question of the Chairman of the Planning and Transportation Committee concerning Paternoster Square and its prospective designation as City Highway.

In response, the Chairman confirmed that a report on this matter would be considered at the November meeting of the Planning and Transportation Committee.

*Campbell-  
Taylor, W.G., to  
the Deputy  
Chairman of  
the Community  
and Children's  
Services  
Committee*

### **Assisting Refugees**

The Revd. William Campbell-Taylor asked a question of the Chairman of Community and Children's Services Committee concerning the City Corporation's role in assisting refugees.

In response, the Deputy Chairman of the Community and Children's Services Committee outlined the steps being taken to provide support for Syrian refugees and the contributions made by the Corporation to humanitarian efforts in the region.

Replying to a supplementary question from the Revd. Campbell-Taylor seeking clarity as to whether or not the City identified itself as a "City of Sanctuary", the Deputy Chairman stated that it was not for him to comment on individual charities but highlighted the meaningful contributions the Corporation was making to pan-London efforts in assisting refugees.

At this point in proceedings, the Lord Mayor directed that item 18 should be taken forthwith, to ensure that there was no risk of a quorum being lost before the appointment of a Commissioner was considered.

18.

## **POLICE COMMITTEE**

**(James Henry George Pollard, Deputy)**

2 October 2015

### **Appointment of Commissioner of Police**

In accordance with Standing Order No. 62(1), the Appointment Panel established by your Police Committee submitted a candidate for appointment to the Office of Commissioner of Police for the City of London, to be appointed on a date to be confirmed subject to receipt of approval of Her Majesty The Queen (to be sought in accordance with Section III of the City of London Police Act 1839) and subsequently to the candidate taking an Oath before one of Her Majesty's Judges.

The candidate was to appear before the Court of Common Council and be asked to provide a short presentation to Members. Upon the candidate's withdrawal from the Court, a ballot by Members was to be held for the appointment. On completion of that, the public would be re-admitted and the decision of the Court made known.

The Committee's non-public report had been printed and circulated for consideration by Members only and its contents included exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act, 1972.

*Resolved* – That the public be excluded from the meeting for three items of business concerning the appointment of a Commissioner, the creation of a senior graded post within the Chamberlain's department, and a report of urgent action taken regarding the disposal of a property, on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Dove, W.H.,  
O.B.E., J.P., Deputy;  
Chadwick,  
R.A.H.

The candidate, having been called in, addressed the Court on a given subject and then withdrew.

The Court proceeded to ballot on the appointment.

The Lord Mayor appointed Deputy Billy Dove and Roger Chadwick to be scrutineers of the ballot.

*Whilst the counting of votes took place, the Court considered the other item of non-public business, under Item 20.*

**Summary of exempt items considered whilst the public were excluded:-**

The Court:-

- a) approved recommendations of the Establishment Committee concerning the creation of a senior graded post within the Chamberlain's department; and
- b) noted action taken in accordance with urgency procedures in approving recommendations of the Property Investment Board, concerning the disposal of a property.

The ballot for the Commissioner of Police having been taken up and cast, the Lord Mayor declared Mr Ian Dyson to have been elected.

Whereupon the Court resolved that strangers be re-admitted.

The Town Clerk reported that the Court of Common Council had, in accordance with Standing Order No. 62(1), elected Mr Ian Dyson to be Commissioner of Police for the City of London. Mr Dyson was called back in, onto the Dais.

Whereupon The Right Honourable The Lord Mayor declared Mr Dyson to be duly appointed to the Office of Commissioner of Police for the City of London subject to receipt of approval of Her Majesty The Queen (to be sought in accordance with

Section III of the City of London Police Act 1839) and to the taking of an Oath before one of Her Majesty's Judges, on the usual terms and conditions relating to the appointment of Chief Officers and subject to such other regulations as this Court had adopted or may hereafter adopt in respect of the said appointment, and to all other orders and regulations of this Court with reference to its Officers.

Mr Dyson accepted the appointment on the above terms and conditions and offered his thanks to the Court.

13. Motions      There were no motions.

14. Awards and Prizes      **National recognition for the Director of Markets and Consumer Protection**  
Report of the Chairman of the Markets Committee.

"David Smith, Director of Markets and Consumer Protection, was presented with the award for making an 'outstanding contribution to the markets industry' by the National Association of British Market Authorities (NABMA) at their conference on 21 September 2015.

NABMA's Chief Executive, Graham Wilson OBE, presented David with the award, stating:

"Each year NABMA makes an award to an individual who has made an outstanding contribution to the markets industry. The award has been in existence for several years and has featured a wide variety of people from different backgrounds. Two years ago the award was renamed the Krys Zasada award in memory of NABMA's Policy Officer. This year's recipient is David Smith CBE who joined the Corporation of London in 2003 and since that time has been responsible for three of the UK's premier Wholesale Markets at Billingsgate, Smithfield and New Spitalfields. David has not only demonstrated exemplary leadership in the management of these markets but has worked to promote markets nationally and internationally through NABMA and The World Union of Wholesale Markets. He has been Chairman of NABMA's Wholesale Forum, bringing together Wholesale Markets throughout the country, and was also instrumental in the formation of the Association of London Markets. David is a worthy recipient of NABMA's award."

I commend this achievement to the Court."

15.      **POLICY AND RESOURCES COMMITTEE**

**(Mark John Boleat)**

16 July 2015

**(A) Promotion of a City of London Corporation (Open Spaces) Bill**

The Management Committees for the City Corporation's Open Spaces, having each considered the matter, had been unanimous in agreeing that it would be desirable to promote a private Bill in Parliament to make changes to the legislative framework governing the Open Spaces. This had followed a local consultation

exercise carried out early this year. The Policy and Resources Committee were supportive of the promotion of a Bill and had considered and agreed detailed proposals for the Court's consideration.

The aim of the changes was to clarify and expand the management powers available to the City of London Corporation, to increase opportunities to generate revenue for the benefit of the Open Spaces (consistently with their status as public places of recreation and enjoyment), and to strengthen enforcement powers.

It was therefore **recommended** that approval be given to the promotion of a City of London Corporation (Open Spaces) Bill to seek the legislative changes described in this Report, and that a Petition to Parliament be prepared and sealed accordingly.

In response to a question from Gregory Lawrence concerning the details of an individual's housing circumstances in the Epping Forest area, the Chairman advised that he would ask officers to look in to the specific case and write to the Member with a response in due course.

*Resolved* – That approval be given to the promotion of a City of London Corporation (Open Spaces) Bill and that a Petition to Parliament be prepared and sealed accordingly.

24 September 2015

### **(B) Increasing the Supply of Homes: Role of the City of London Corporation**

The supply of affordable homes for households on low and middle incomes in London is insufficient to meet current demand. This not only affects London's communities, but it also presents a risk to the capital's competitiveness and its economy. Meeting London's housing needs is critical and the issue cannot be addressed in isolation: it requires the commitment and action of all local authorities to adopt measures for a new supply of homes. The Policy and Resources Committee, having considered proposals on how the City of London Corporation could play its part to address the provision of additional housing, consequently agreed a policy entitled "*Increasing the Supply of Homes – the Role of the City of London Corporation*".

The Policy sets out the scope of what the City Corporation can do in respect of the provision of increased housing. It includes a commitment to increase the supply of homes on City Corporation's social housing estates by 25 per cent, and provide 3,000 additional homes on development sites in our ownership. In doing so the City Corporation will be able to deliver a range of homes – those that are social rented, homes that offer shared ownership and homes for market sale and rent.

The Increasing the Supply of Homes Policy was developed in response to the capital's housing shortage and accordingly presented as a separately printed and circulated report, with it **recommended** that the Court endorse it accordingly.

*Resolved* – That the Housing Policy be endorsed.

24 September 2015

### **(C) Local Government Pensions Board: Revision to Appointment Process**

The Terms of Reference for the Local Government Pensions Board previously



agreed by the Court stated that the Scheme Member representatives appointed to the Board were to be “selected by election by Scheme Members”. In September 2015, the Policy and Resources Committee agreed that amending the Terms of Reference so that Scheme Member representatives are appointed through an open and transparent appointment process, against an agreed set of criteria, would be the most effective way to ensure that appropriate candidates are selected. This process would also be significantly more cost effective than staging an election, and would also be in line with the approach being taken by many London Borough Councils.

A separately printed and circulated report was submitted thereon and it was **recommended** that the Court of Common Council approved the proposed amendment to the Terms of Reference of the Local Government Pensions Board.

In response to questions from Gregory Lawrence and Deputy Stanley Ginsburg concerning the pensions fund deficit, the Chairman of the Finance Committee agreed to submit a report at an appropriate point clarifying the position. He also offered to arrange for an additional Member Development session to be scheduled concerning the City Corporation’s pensions arrangements.

*Resolved* – That the amendments to the terms of reference and appointments process for the Local Government Pensions Board be approved.

24 September 2015

#### **(D) City of London Corporation Aviation Policy**

The City of London Corporation has consistently supported expansion in aviation capacity. In light of the recommendations of the recent Airports Commission, the Policy and Resources Committee had considered the adoption of a formal aviation policy position to inform, as far as possible, the Government’s response to those recommendations, which is expected by the end of 2015.

A separately printed and circulated report was submitted, setting out a proposed policy position, and it was **recommended** that it be endorsed accordingly.

*Resolved* – That the Aviation Policy be endorsed.

## 16. **HOSPITALITY WORKING PARTY OF THE POLICY & RESOURCES COMMITTEE**

**(Deputy Billy Dove, O.B.E., J.P., Chief Commoner)**

16 September 2015

#### **(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, the Court was informed of the following applications which had been agreed to:-

<u>Name</u>	<u>Date</u>	<u>Function</u>
Bank of England	Wednesday 11 November 2015	Conference

HSBC	Thursday 21 January 2016	Dinner
Oliver Wyman	Wednesday 3 February 2016	Dinner
City Food Lecture Organising Committee	Tuesday 16 February 2016	Lecture
The Worshipful Company of World Traders	Thursday 25 February 2016	Lecture
CoL International Women's Day Group	Friday 4 March 2016	Conference
Institute of Marine Engineering, Science and Technology	Friday 18 March 2016	Dinner
Army Benevolent Fund	Thursday 7 April 2016	Lunch
Comparative Health Knowledge Systems	Tuesday 10 May 2016	Dinner
The London Platinum and Palladium Market	Tuesday 17 May 2016	Reception
ClearView Financial Media	Thursday 19 May 2016	Awards Ceremony
British Red Cross	Monday 10 October 2016	Dinner
Four Colman Getty	Tuesday 11 October 2016	Dinner

*Resolved* – That the various applications be noted.

16 September 2015

**(B) European Bank for Reconstruction and Development Governors' Dinner**

It was proposed that that the City of London Corporation host a dinner for the Governors of the European Bank for Reconstruction and Development (EBRD) at Mansion House on Tuesday 10 May 2016, prior to its 25<sup>th</sup> annual meeting.

The guest list was to include, in addition to the Governors of the EBRD (normally politicians at Finance Minister level appointed by each of the countries participating in the EBRD), those of its Directors who are based in London, and representatives of international institutions and the EBRD's Executive Committee.

It was **recommended** that appropriate hospitality be granted and that arrangements be made under the auspices of the Policy and Resources Committee; the cost to be met from City's Cash and within the approved cost parameters.

This was to be a Committee event.

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

16 September 2015

### **(C) Education Lecture**

It was proposed that the City of London Corporation should host a reception and dinner at Guildhall following an address on education policy to be given by the Secretary of State for Education on Tuesday 23 February 2016.

This event was intended to provide an opportunity for the City to highlight its commitment to education, and to bring together key policy makers from business and educational institutions. It was also intended to offer a valuable opportunity to build contacts across the range of educational organisations supported by the City. The guest list was to include leading figures from business and education, and representatives from Livery Companies, national educational organisations and the media.

It was **recommended** that appropriate hospitality be granted and that arrangements be made under the auspices of the Education Board; the cost to be met from City's Cash within the approved cost parameters and with a contribution from the Worshipful Company of Educators.

This was to be a Committee event.

*Resolved* – That hospitality be granted and that the arrangements be made under the auspices of the Education Board; the cost to be met from City's Cash and within the approved cost parameters.

16 September 2015

### **(D) Commonwealth High Commissioners' Dinner**

It was proposed that the City of London Corporation support a dinner at Mansion House for Commonwealth High Commissioners on Wednesday 9 March 2016 to mark the annual Commonwealth Observance in the 64<sup>th</sup> year of The Queen's reign.

This event was intended to provide an opportunity for the City to continue its engagement with the Commonwealth and help facilitate dialogue between those with business interests in Commonwealth countries and their representatives in London and related institutional organisations. The guest list was to include Commonwealth High Commissioners, selected business guests with Commonwealth interests and other relevant institutional representatives.

It was **recommended** that appropriate hospitality be granted and that arrangements be made under the auspices of the Hospitality Working Party; the cost to be met from City's Cash and within the approved cost parameters.

*Resolved* – That hospitality be granted and that the arrangements be made under the auspices of the Hospitality Working Party; the cost to be met from City's Cash and within the approved cost parameters.

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

22 September 2015

**City of London Corporation Procurement Code 2015**

The City of London Corporation's procurement regulations had been noted as requiring updating, to reflect EU Procurement Directives and to bring them into line with new legislation introduced by the Government in 2015 (specifically the UK Public Contract Regulations 2015 and the Small Business and Employment Act 2015). These changes had consequently been incorporated into a revised City of London Corporation Procurement Code 2015, along with a number of recommended operational changes to drive further procurement efficient and savings.

The Finance Committee considered and approved the proposed Procurement Code in September 2015, subject to a small number of amendments. A separately printed and circulated report was therefore submitted for approval, **recommending** that the Court of Common Council adopts the new City of London Corporation Procurement Code 2015.

*Resolved* – That the City of London Corporation Procurement Code 2015 be adopted.

19. **SOCIAL INVESTMENT BOARD****(Peter Hewitt, Alderman)**

18 September 2015

**Progress Report**

The Social Investment Fund was established in 2012 as a key component of the City of London Corporation's strategy to develop London as a global centre for social investment (investments that produce both a financial return and demonstrable social benefit).

The Fund had committed almost £9m since it was established, supporting a broad range of social projects. However, it had become apparent that the previously agreed split between investments in London-based, UK-based and International activities was unachievable within the current social investment market, which was still in its infancy. To maintain the Fund's current work and the deployment rate, a separately printed and circulated report was submitted which detailed the investment portfolio to date, provided details of the geographic spread of investments, and **recommended** that the Court of Common Council agree to permit the City of London Corporation's Social Investment Fund to combine its UK and London ring-fences until October 2016.

*Resolved* – That the Social Investment Fund be authorised to combine its UK and London ring-fences until October 2016.

**The meeting commenced at 1.00 pm and ended at 2.35 pm**

**BARRADELL.**



### List of Applications for the Freedom

*To be presented on Thursday, 3<sup>rd</sup> December, 2015*

*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.

<b>John Robert Sotheby Boas</b> <i>John George Stewart Scott, CC</i> <i>David Andrew Graves, Ald.</i>	an Investment Banker, retired <i>Citizen and International Banker</i> <i>Citizen and Solicitor</i>	Marylebone
<b>Karen Elisabeth Boas</b> <i>David Andrew Graves, Ald.</i> <i>John George Stewart Scott, CC</i>	a Concert Promoter, retired <i>Citizen and Solicitor</i> <i>Citizen and International Banker</i>	Marylebone
<b>Nicola Wendy Lovell</b> <i>Eric Davies</i> <i>Arthur John Barnett</i>	a Bursar, retired <i>Citizen and Stationer &amp; Newspaper Maker</i> <i>Citizen and Baker</i>	Chiswick
<b>Callum Tristan Piers Butler</b> <i>Michael Richard Butler</i> <i>Donald Howard Coombe, MBE</i>	a Chef <i>Citizen and Poulter</i> <i>Citizen and Poulter</i>	Swanton Abbott, Norfolk
<b>Dr Nicholas Harold Randell Simpson</b> <i>John Alexander Smail</i> <i>John Donald Lunn</i>	a Medical Practitioner <i>Citizen and Distiller</i> <i>Citizen and Fan Maker</i>	Quorn, Loughborough, Leicestershire
<b>Geoffrey Michael Booth</b> <i>Joyce Nash, OBE, Deputy</i> <i>William Harry Dove, OBE, JP, Deputy</i>	a School Teacher <i>Citizen and Feltmaker</i> <i>Citizen and Ironmonger</i>	West Cheshunt, Hertfordshire
<b>Helen Mary Guinness</b> <i>Neville John Watson</i> <i>Peter Francis Clark</i>	a Management Development Company Director <i>Citizen and Fletcher</i> <i>Citizen and Mason</i>	Brighton, East Sussex
<b>Kenneth Paul Marcus</b> <i>Howard Andre Beber</i> <i>Andrew Charles Parmley, Ald.</i>	a Healthcare Chairman <i>Citizen and Poulter</i> <i>Citizen and Musician</i>	Higgovale, Cape, South Africa
<b>John Peberdy, MBE</b> <i>John Alexander Smail</i> <i>Joseph Larry Herzberg</i>	a Sub Postmaster, retired <i>Citizen and Distiller</i> <i>Citizen and Apothecary</i>	Sutton Bonington, Loughborough, Leicestershire

<b>Christopher Francis Wolferstan Chanter</b> <i>Michael Steele Keith Grant</i> <i>Thomas Lloyd Barker</i>	a Manufacturing Company Proprietor <i>Citizen and Information Technologist</i> <i>Citizen and Farrier</i>	Huish Champflower, Nr Taunton, Somerset
<b>Benjamin Philip Wood</b> <i>Neville John Watson</i> <i>Peter Francis Clark</i>	a Teacher <i>Citizen and Fletcher</i> <i>Citizen and Mason</i>	Dawley, Telford, Shropshire
<b>Zander Charles Jarrott Cornish-Moore</b> <i>Amber Bielby</i> <i>Niall Daws</i>	an Aerial Survey Operations Manager <i>Citizen and Glass Seller</i> <i>Citizen and Baker</i>	Stanton St John, Oxfordshire
<b>Elizabeth Honor Lewzey</b> <i>Flora Ann Reed</i> <i>Alan Roy Willis</i>	an Accountant, retired <i>Citizen and Glass Seller</i> <i>Citizen and Baker</i>	Oxshott, Surrey
<b>Duncan Maynard Cox</b> <i>Andrew James Ford</i> <i>Stephen Wilfred Howells</i>	an Estate Agent, retired <i>Citizen and Basketmaker</i> <i>Citizen and Butcher</i>	Ashtead, Surrey
<b>Charlotte Susannah Wilson</b> <i>Ian Kelly</i> <i>Alan Stanley Cook</i>	a Charity Chief Executive <i>Citizen and Butcher</i> <i>Citizen and Gunmaker</i>	Waltham Forest
<b>Catherine Mary Vinson Grimley</b> <i>Alison Jane Gowman, Ald.</i> <i>Clive Martin Grimley</i>	a Teacher, retired  <i>Citizen and Glover</i> <i>Citizen and Glover</i>	Burgess Hill, West Sussex
<b>Ahmed Ali Khan</b> <i>Frederick Joseph Trowman</i> <i>Anthony Sharp</i>	a Consultant Psychiatrist, retired <i>Citizen and Loriner</i> <i>Citizen and Loriner</i>	Chigwell, Essex
<b>Ryan Sydney Morris</b> <i>Lady Susan Garden</i> <i>Mark Glyn Hardy</i>	a Royal Air Force Officer <i>Citizen and World Trader</i> <i>Citizen and World Trader</i>	Emersons Green, Bristol
<b>Christopher Pattrick</b>  <i>Alan Montague Ware, MBE</i> <i>Jane Elizabeth Ann Ware</i>	a Police Officer  <i>Citizen and Gold &amp; Silver Wyre Drawer</i> <i>Citizen and Gold &amp; Silver Wyre Drawer</i>	South Woodham Ferrers, Essex
<b>Linda Karen Sharpstone</b> <i>Stanley Ginsburg, Deputy</i> <i>Henry Llewellyn Michael Jones, Deputy</i>	a Procurement Manager <i>Citizen and Glover</i> <i>Citizen and Common Councilman</i>	Luton, Bedfordshire
<b>Antony Stuart Sharpstone</b> <i>Stanley Ginsburg, Deputy</i> <i>Henry Llewellyn Michael Jones, Deputy</i>	a Security Company Director <i>Citizen and Glover</i> <i>Citizen and Common Councilman</i>	Luton, Bedfordshire
<b>Terrell Lewis Jenkins</b>  <i>Mr Dusan Alexander Hamlin</i> <i>Richard Leslie Springford</i>	a Moorings Manager  <i>Citizen and Plumber</i> <i>Citizen and Carman</i>	Petronella, Tower Bridge Moorings
<b>Denise Marie Reine Le Gal</b> <i>Anthony Ben Charlwood</i> <i>Donald Newell</i>	a County Councillor <i>Citizen and Basketmaker</i> <i>Citizen and Pattenmaker</i>	Farnham, Surrey

<b>Timothy Simon Sanders</b> <i>Richard Leslie Springford</i> <i>Richard Stuart Goddard</i>	a Solicitor <i>Citizen and Carman</i> <i>Citizen and Shipwright</i>	Epsom, Surrey
<b>Robert John Barrett</b> <i>Anthony Ben Charlwood</i> <i>Donald Newell</i>	an Sales Manager <i>Citizen and Basketmaker</i> <i>Citizen and Pattenmaker</i>	Faversham, Kent
<b>John Sullivan of Braemar</b> <i>Anthony John Keith Woodhead</i> <i>John Alexander Smail</i>	an Estate Company Director <i>Citizen and Tax Adviser</i> <i>Citizen and Distiller</i>	Lytham-St-Annes
<b>Gerald Edmund Sacks</b> <i>Frederick Joseph Trowman</i> <i>David Robert Boston</i>	a Medical Practitioner <i>Citizen and Loriner</i> <i>Citizen and Gold &amp; Silver Wyre Drawer</i>	Eynsham, Oxford
<b>Joanna Mary Cadman</b>  <i>Leslie Gordon Alwyne Clarke</i> <i>Frederick James Carey</i>	a Parish Council Clerk  <i>Citizen and Plaisterer</i> <i>Citizen and Plaisterer</i>	Ewhurst Green, Nr Cranleigh, Surrey
<b>Ita Sacks</b> <i>Frederick Joseph Trowman</i> <i>David Robert Boston</i>	a Teacher, retired <i>Citizen and Loriner</i> <i>Citizen and Gold &amp; Silver Wyre Drawer</i>	Eynsham, Oxford
<b>Zeus Patel</b> <i>Timothy Russell Hailes, Ald., JP.</i> <i>Elizabeth Rogula, CC</i>	a Student <i>Citizen and International Banker</i> <i>Citizen and Common Councilman</i>	Greene House, Southwark
<b>Michael Dominic James Barnes</b> <i>Stanley Brown, QGM, TD</i> <i>Michael Richard Adkins</i>	a Sales Executive  <i>Citizen and Loriner</i> <i>Citizen and Water Conservator</i>	Taplow, Maidenhead, Berkshire
<b>Selim Pierre Salem</b> <i>Derek Martin Morley</i> <i>Christopher Michael Hayward, CC</i>	an Engineer <i>Citizen and Furniture Maker</i> <i>Citizen and Pattenmaker</i>	Rennes, France
<b>Samuel John Chadd</b>  <i>Timothy Russell Hailes, Ald., JP</i> <i>Elizabeth Rogula, CC</i>	a Student  <i>Citizen and International Banker</i> <i>Citizen and Common Councilman</i>	Stewkley, Leighton Buzzard, Buckinghamshire
<b>Paul Edward Forman, OBE</b> <i>Richard Peppiatt</i> <i>Roy Derrick Peppiatt</i>	a Chartered Civil Engineer <i>Citizen and Joiner</i> <i>Citizen and Joiner</i>	Albert Embankment, Lambeth
<b>Janet Rose Thomas</b> <i>His Hon. Judge Stephen Ernest Kramer, QC</i> <i>His Hon. Judge Nicholas Richard Maybury Hilliard, QC</i>	a Court Usher <i>Citizen and Baker</i>  <i>Citizen and Wax Chandler</i>	Sydenham
<b>Raymond James Hardy</b>  <i>Anthony John Keith Woodhead</i> <i>Peter Reginald Allcard</i>	a Consulting Engineer  <i>Citizen and Tax Adviser</i> <i>Citizen and Blacksmith</i>	Girton, Cambridge, Cambridgeshire
<b>Laurentiu Braic</b> <i>Clifford Mark Sturt</i> <i>Barry Ian Hoffbrand</i>	a Ph.D. Student <i>Citizen and Scrivener</i> <i>Citizen and Apothecary</i>	Southwark

<b>Jason Warren Patrick Fermoy-Marlow</b> <i>Alan Leslie Warman</i> <i>Terence Taylor</i>	a Professional Driver  <i>Citizen and Clockmaker</i> <i>Citizen and Clockmaker</i>	Stanford Le Hope, Essex
<b>Joost Hubert Roselaers</b> <i>John Alfred Bennett, Deputy</i> <i>Philip William Brading</i>	a Minister <i>Citizen and International Banker</i> <i>Citizen and Carpenter</i>	London
<b>Diana Bernardine Perriton</b>  <i>Barry John Frederick Theobald-Hicks</i> <i>John James Tunesi of Liongam, The Younger</i>	a Counsellor and Psychotherapist  <i>Citizen and Scrivener</i> <i>Citizen and Scrivener</i>	Saltdean, Brighton, East Sussex
<b>Robert Timothy James Brown</b> <i>Richard Leslie Springford</i> <i>Richard Stuart Goddard</i>	a Solicitor <i>Citizen and Carman</i> <i>Citizen and Shipwright</i>	Windsor, Berkshire
<b>Patrick Joseph Swint</b>  <i>Daniel Edward Doherty</i> <i>Lee John Robertson</i>	an Entrepreneur  <i>Citizen and Needlemaker</i> <i>Citizen and Marketor</i>	Austin, Texas, United States of America
<b>Karen Amanda Bowman</b> <i>Robert Roberts, MBE</i> <i>Valerie Marion Hiscock</i>	a Leadership Coach <i>Citizen and World Trader</i> <i>Citizen and World Trader</i>	Walthamstow
<b>Helen Elizabeth Bromley</b>  <i>Alan Leslie Warman</i> <i>Gilbert Aubrey Singleton</i>	a Chartered Physiotherapist  <i>Citizen and Clockmaker</i> <i>Citizen and Clockmaker</i>	Welwyn Garden City, Hertfordshire
<b>Kevin Leon Harvey Bromley</b>  <i>Alan Leslie Warman</i> <i>Gilbert Aubrey Singleton</i>	a Podiatrist  <i>Citizen and Clockmaker</i> <i>Citizen and Clockmaker</i>	Welwyn Garden City, Hertfordshire
<b>Sheila Anne Moules</b> <i>Marianne Bernadette Fredericks, CC</i> <i>John Michael Welbank, MBE</i>	a Road Safety Officer <i>Citizen and Baker</i>  <i>Citizen and Chartered Architect</i>	Maulden, Bedfordshire
<b>Colette Rachel Hawkins</b>  <i>Charles Edward Lord, OBE, JP, CC</i> <i>The Revd. Stephen Decatur Haines, Deputy</i>	a Human Resources Projects Manager <i>Citizen and Broderer</i> <i>Citizen and Pewterer</i>	Crayford, Dartford, Kent
<b>Julian Scott Palfreyman</b> <i>William Barrie Fraser, OBE, Deputy</i> <i>Peter York Bartlett</i>	a Chief Executive Officer, retired <i>Citizen and Gardener</i> <i>Citizen and Fruiterer</i>	Camden
<b>Brian Hudson</b> <i>Paul Joseph Jeremy Burton</i> <i>Simon Stuart Walsh</i>	a Creative Group Chairman, retired <i>Citizen and Fruiterer</i> <i>Citizen and Loriner</i>	South Kensington
<b>Anita Dobson</b> <i>Hugh Paul Nolan</i> <i>Michael Richard Adkins</i>	an Actress <i>Citizen and Fanmaker</i> <i>Citizen and Water Conservator</i>	Holland Park



<b>David Tait Coughtrie</b> <i>George Marr Flemington Gillon, CC</i> <i>George Charles Robin Booth</i>	a Chartered Architect <i>Citizen and Chartered Surveyor</i> <i>Citizen and Clothworker</i>	Southwark
<b>Nathaniel David Burke</b> <i>Piers Nicholson</i> <i>Daniel Edward Doherty</i>	a Software Director <i>Citizen and Tyler &amp; Bricklayer</i> <i>Citizen and Marketor</i>	Barnet
<b>Fiona Ann Tozzi</b>  <i>Keith Tozzi</i> <i>Ralph Alexander Riley</i>	a Healthcare Company Director  <i>Citizen and Water Conservator</i> <i>Citizen and Distiller</i>	Gerrards Cross, Buckinghamshire
<b>Natalie Judith Coney</b> <i>Ann Spain</i> <i>Stuart Victor Robbins</i>	a Civil Servant <i>Citizen and Fletcher</i> <i>Citizen and Fletcher</i>	Bexleyheath, Kent
<b>George Phillipson</b> <i>Professor Geoffrey John Bennett</i> <i>John Hazel</i>	a School Master, retired <i>Citizen and Educator</i> <i>Citizen and Baker</i>	Clapham, Bedford
<b>Nigel Martin Evans</b> <i>Matthew Charles Falco Lombardi</i> <i>Richardson, Ald.</i> <i>Adam Fox McCloud Richardson, CC</i>	a Member of Parliament <i>Citizen and Wax Chandler</i>  <i>Citizen and Common Councilman</i>	Pendleton, Lancashire
<b>Richard Anthony Curtis</b>  <i>Patricia Agnes Campfield</i> <i>Wendy Mead, OBE, CC</i>	a Barrister  <i>Citizen and Wheelwright</i> <i>Citizen and Glover</i>	Shoeburyness, Southend-on- Sea
<b>Paul Noel Rochford</b> <i>Alan Robert Brumwell</i> <i>Mark Kennedy Wheeler</i>	a Lecturer, retired <i>Citizen and Plumber</i> <i>Citizen and Plumber</i>	Gidea Park, Romford, Essex
<b>Andrew Ian Nicholls</b> <i>Sir Clive Martin, OBE, TD, DL,</i>  <i>Brian Andrew Kay, OBE, TD, DL</i>	a Head of Security and Licensing <i>Citizen and Stationer &amp; Newspaper</i> <i>Maker</i> <i>Citizen and Furniture Maker</i>	West Bridgford, Nottingham
<b>Terence Sidney Tamcken</b> <i>Steven William Tamcken</i> <i>Stephen John Sanders</i>	a Bank Clerk, retired <i>Citizen and Basketmaker</i> <i>Citizen and Firefighter</i>	Ingoldisthorpe, Norfolk
<b>Joshua Mark Leakey, VC</b>  <i>The Rt. Hon. The Lord Mayor</i> <i>William Harry Dove, OBE, JP,</i> <i>Deputy</i>	a Regular Army Non- Commissioned Officer  <i>Citizen and Ironmonger</i>	Farnborough, Hampshire
<b>Nicholas Charles Bromley</b>  <i>Alan Leslie Warman</i> <i>Gilbert Aubrey Singleton</i>	a Student  <i>Citizen and Clockmaker</i> <i>Citizen and Clockmaker</i>	Welwyn Garden City, Hertfordshire
<b>Alexander Charles Guittard</b> <i>Alexander John Cameron Deane,</i> <i>Deputy</i> <i>Matthew Charles Falco Lombardi</i> <i>Richardson, Ald.</i>	a Diplomat <i>Citizen and Currier</i>  <i>Citizen and Wax Chandler</i>	St John's Wood

<b>Brian Roberts-Davidson</b> <i>Kevin Malcolm Everett, Deputy</i> <i>Richard Evans</i>	a Training Company Chairman <i>Citizen and Fletcher</i> <i>Citizen and Educator</i>	Canvey Island, Essex
<b>Adam Phillip Bromley</b>  <i>Alan Leslie Warman</i> <i>Gilbert Aubrey Singleton</i>	a Student  <i>Citizen and Clockmaker</i> <i>Citizen and Clockmaker</i>	Welwyn Garden City, Hertfordshire
<b>Peter John Banks</b> <i>Julia Sibley, MBE</i> <i>Philippe Roland Rossiter</i>	a Hotel Manager <i>Citizen and Innholder</i> <i>Citizen and Innholder</i>	Bishop Monkton, Harrogate
<b>Jane Louise Case</b> <i>Stuart John Fraser, CBE, CC</i> <i>Philip Woodhouse, CC</i>	a Non-Practicing Solicitor <i>Citizen and Fletcher</i> <i>Citizen and Grocer</i>	Epsom, Surrey
<b>Nicholas John Case</b>  <i>Stuart John Fraser, CBE, CC</i> <i>Philip Woodhouse, CC</i>	an Interior Design Company Director <i>Citizen and Fletcher</i> <i>Citizen and Grocer</i>	Epsom, Surrey
<b>Lucinda Jayne Martin</b> <i>Joyce Nash, OBE, Deputy</i> <i>Wendy Mead, OBE, CC</i>	an Insurance Officer <i>Citizen and Feltmaker</i> <i>Citizen and Glover</i>	South Woodford, Redbridge
<b>John Peter France</b> <i>Alan Robert Brumwell</i> <i>Mark Kennedy Wheeler</i>	a Police Officer, retired <i>Citizen and Plumber</i> <i>Citizen and Plumber</i>	Hornchurch, Essex
<b>Janet Mary Pearman</b> <i>Henry Llewellyn Michael Jones, Deputy</i> <i>William Barrie Fraser, OBE, Deputy</i>	a Hazardous Waste Officer <i>Citizen and Common Councilman</i>  <i>Citizen and Gardener</i>	Grays, Essex
<b>His Royal Highness Davit Bagration Mukhrani Batonishvili, Duke of Lasos</b> <i>Lord Robert Lingfield, Kt., DL.</i> <i>Nigel Anthony Chimmo Branson, JP</i>	Head of the Royal House of Georgia  <i>Citizen and Goldsmith</i> <i>Citizen and Haberdasher</i>	Valencia, Spain
<b>Jing Li</b> <i>Jeremy Charles Hipkins</i> <i>Christopher Charles Hipkins</i>	a Banking Risk Manager <i>Citizen and Basketmaker</i>	Spencer Way, Tower Hamlets
<b>David Hardwick Medhurst</b>  <i>George Raymond Gibson</i> <i>Neil Frederick Purcell</i>	an Internet Technology Company Partner <i>Citizen and Air Pilot</i> <i>Citizen and Painter-Stainer</i>	Toronto, Ontario, Canada
<b>Trevor Gard</b>  <i>George Raymond Gibson</i> <i>Neil Frederick Purcell</i>	a Facilities Management Vice-President <i>Citizen and Air Pilot</i> <i>Citizen and Painter-Stainer</i>	Waterdown, Ontario, Canada
<b>Philip Hatch Chambers</b> <i>George Raymond Gibson</i> <i>Neil Frederick Purcell</i>	a Lawyer <i>Citizen and Air Pilot</i> <i>Citizen and Painter-Stainer</i>	Toronto, Ontario, Canada

**Professor Jeremy Martin  
Black, MBE**

*Vivienne Littlechild, JP, CC  
David Robert Stanley Pearson*

a University Professor

*Citizen and Common Councilman  
Citizen and Stationer & Newspaper  
Maker*

Exeter, Devon

**The Most Reverend Michael  
Geoffrey Peers**

*James Roger Peers  
Andrew Stratton McMurtrie, CC*

an Archbishop, retired

*Citizen and Salter  
Citizen and Salter*

Toronto, Ontario, Canada

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## Report – Policy and Resources Committee Local Government Association

*To be presented on Thursday, 3<sup>rd</sup> December 2015*

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

### **SUMMARY**

1. At its meeting on 23 September 2015 your Committee considered a report on the work of the Local Government Association (LGA) and the City of London Corporation's involvement with it. Given that local authorities who subscribe to the LGA are entitled to participate in its democratic process by appointing representatives to serve on its General Assembly (the body responsible for determining the LGA's governance structures) and had voting rights, your Committee has since reviewed the arrangements for appointing the City Corporation's representatives on a more formal basis as other authorities do.
2. This report provides Members with information on the work of the LGA and recommends the appointment two representatives to serve on the Association's General Assembly.

### **RECOMMENDATION**

3. Members are asked to:-
  - note the content of this report;
  - appoint the Chairman of the Policy and Resources Committee (for the time being) or his or her representative and Alderman Sir David Wootton to serve as the City Corporation's representatives on the LGA's General Assembly; and
  - agree that a substitute be appointed to attend the LGA's General Assembly in the absence of the Chairman of the Policy and Resources Committee.

## MAIN REPORT

### Background

1. The City Corporation has been member of the LGA since its inception in 1997. It is the national membership body for over 400 local authorities in England and Wales. It is a politically led, cross-party organisation that works on behalf of councils and the City Corporation by, amongst other things, liaising with national government on matters of mutual interest. As we subscribe to the Association's membership (£13,333 for 2015/16), all Members have access to the services it has on offer, for example leadership training (the Leadership Academy) , publications, briefings, updates on key announcements and legislation, conferences and seminars and other free or discounted events. Up-to-the minute news and information can be found on the LGA's website [www.local.gov.uk](http://www.local.gov.uk)
2. The LGA works to ensure that local government has a strong, credible voice with national government by liaising directly with Westminster. It aims to:-
  - influence critical financial and policy decisions
  - press for more powers to be devolved from Whitehall to local government
  - pick up emerging government thinking, ensuring councils' that views are represented
  - shape and develop the policies that local government needs
  - influence draft EU laws to get the best deal for our councils
  - work with public, private, community and voluntary organisations to secure their support for local priorities
  - speak with one voice to the public through local, regional and national media, helping to promote local government and defend its reputation
  - support councils in driving innovation and improvement and sharing best practice, to help them become more efficient and effective, deliver savings and improve services
  - negotiate fair pay and pensions, and provide advice on workforce issues to councils.
3. The LGA is also a useful source for examples of best practice and is regularly used by officers. For example, the LGA is working in partnership with the Association of Directors and Adult Social Services (ADASS) and the Department of Health to support local authorities to deliver wide ranging care and support reforms as part of its Health, Wellbeing and Adult Social Care work stream. The City Corporation's Director of Community and Children's Services has therefore accessed material to assist his work and the City Corporation's preparedness for the implementation of the Care Act, to deliver our Better Care Fund programme and more broadly to support the integration of health and social care.
4. The City Corporation has also been supportive of the LGA's moves to establish the Municipal Bonds Agency (MBA), the aim of which is to provide an alternative to the Public Works Loan Board and reduce the cost of borrowing to local authorities. Whilst it is not anticipated that the City Corporation will borrow from the MBA, which is consistent with its policy of not taking on debt, it

invested £200k in the start-up phase of the Agency. The MBA is now being formally established and should be open for business in the near future.

5. Officers from the Town Clerk's department also met very recently with the LGA's Principal Advisor for London and the South East. The purpose of this meeting was for both organisations, the LGA and the City Corporation, to have a better understanding of how each works, the priorities and to ascertain whether there were any gaps in the services offered by the LGA.
6. The terms of reference, delegated powers, size, and political composition of all the LGA's governance structures are determined by its General Assembly. The Assembly usually convenes one annual meeting each year but other meetings can be held as required.
7. Each local authority in full, corporate or voting associate membership of the LGA is entitled to appoint a representative(s) to serve on the General Assembly. Authorities in full membership are entitled to vote on all matters at Assembly meetings. The total number of votes allocated to representatives of unitary authorities (metropolitan districts, London boroughs and English and Welsh unitary authorities) is based on the population bands determined by the LGA's Executive. The allocation of votes ranges from two votes for populations of between 1-100,000 to 17 votes for unitary authorities with a population of 800,001 and over. It is left to local authorities to determine how votes are allocated. For example, the London Borough Southwark has 5 votes, 3 of which are allocated to the Leader of the Council, one to the Deputy Leader and one to the majority opposition councillor. Lewisham allocates its 3 votes to its elected Mayor. These decisions are determined at full meetings of the council on an annual basis.
8. If for any reason a representative is unable to attend the Annual General Assembly another representative of an authority can be nominated to attend as a substitute and exercise voting rights. This is provided that written notice is given to the Chief Executive of the LGA before the start of the meeting by the Chief Executive of the member Authority, other appropriate officer, or by the named representative.
9. The appointment of the City Corporation's LGA representative is currently delegated to the Policy and Resources Committee. Based on the population band the City Corporation is entitled to two votes.
10. Alderman Sir David Wootton was appointed as the City's representative in June 2003. However in the lead up to Sir David's mayoralty in 2011/12, Alderman Ian Luder took over as the representative on an informal basis and this arrangement is still currently in place.
11. Given that local authorities who subscribe to the LGA are entitled to participate in its democratic process, with voting rights, your Committee has reviewed the arrangements for appointing the City Corporation's representatives on the General Assembly with a view to placing the appointment on a more formal footing as other authorities do.

12. Whilst your Committee was of the view the City Corporation's arrangement should be brought into line with practice operated by London boroughs and other local authorities, it also felt that it should make the most of its two votes by appointing two representatives and that the two appointments should be endorsed by the Court of Common Council. This would also reflect practice operated elsewhere.
13. Your Committee is of the view that the Chairman of the Policy and Resources Committee (for the time being) or his or her representative should be appointed as one of the City Corporation's two representatives. Given the level of Alderman Sir David Wootton's current involvement with the Association (he is chairman of the Association's board of Local Partnerships and by virtue of this he is also a non-voting member of the LGA's Executive), we also believe that he should be appointed as the City Corporation's second representative. In addition to this it was felt that it would also be prudent to have a substitute to attend the General Assembly in the absence of the Chairman of the Policy and Resources Committee.

#### **Corporate & Strategic Implications**

14. The City Corporation is committed to working in partnership to improve local communities and the quality of life in the wider London community. Continued engagement with the LGA helps to supports this as well as the City Corporation's strategic aims to provide:-
  - modern, efficient and high quality local services, including policing, within the Square Mile for workers, residents and visitors; and
  - valued services, such as education, employment, culture and leisure, to London and the nation.
15. Engagement with the LGA also ensures that the City is kept up-to-date on emerging issues affecting local communities across the nation and allows the City Corporation to shape policies and be aware of best practice.

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

DATED this 19<sup>th</sup> day of October 2015.

SIGNED on behalf of the Committee.

**Mark John Boleat**  
Chairman, Policy and Resources Committee





## Report – Finance Committee

### City Fund and Pension Funds - 2014/15 Statement of Accounts and Annual Audit Letter

*To be presented on Thursday, 3<sup>rd</sup> December 2015*

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

#### SUMMARY

On 23 May 1996, the Court authorised this Committee to approve, amongst other things, the Statement of Accounts for the City Fund and Pension Funds. We have duly considered and approved the 2014/15 City Fund and Pension Funds Statement of Accounts. Hard copies of the Statement have been placed in the Members' Reading Room and are available from the Chamberlain. The annual audit letter from Deloitte LLP on their audit work is attached for the information of the Court. In addition, the Statement and letter have been published on the City's website at <http://www.cityoflondon.gov.uk/about-the-city/how-we-make-decisions/budgets-and-spending/Pages/Council-budgets-and-spending.aspx>.

It is **recommended** that the Court receives the 2014/15 City Fund and Pensions Fund Statement of Accounts.

#### MAIN REPORT

These Statements were considered by your Audit and Risk Management Committee on 20 July 2015 and by your Finance Committee on 21 July 2015. Both Committees agreed to delegate approval of the Statements to the Town Clerk, in consultation with the Chairman and Deputy Chairman of each Committee. This was due to a

significant outstanding issue relating to the accounting treatment for the proceeds from long leasehold disposals.

This accounting treatment issue was that the Corporation previously considered all income from long leasehold disposal transactions as capital receipts. However, the auditors advised that an element of these transactions was a lease of land and therefore this element of the receipt should be treated as deferred income. This would then be released as revenue on an annual basis over the lengths of the leases. At the time of the above meetings in July 2015, discussions regarding the accounting treatment for such long leasehold disposals were continuing with the auditors.

Agreement was reached at the end of September as to how to treat such transactions. It was confirmed that an element of these transactions will be treated as a lease of land, and therefore as deferred income.

The result of this is that £136m total premiums were received in 2014/15 and, of this, £72.5m has been apportioned as a lease of land. In addition, £25.2m in premiums from transactions in 2012/13 and 2013/14 has been reclassified as relating to land. This has resulted in £97.7m being reclassified from usable reserves to unusable reserves.

The Corporation has received the cash for the transactions which have been adjusted. The change is in respect of how this is treated within the accounts. These premiums will still be available to use for the Corporation's £200m contribution towards Crossrail. However, there will be a charge of around £500,000 per year to the revenue account going forward, to account for these funds.

Briefings were arranged for the Chairmen and Deputy Chairmen of your Finance Committee and your Audit and Risk Management Committee on 30 September 2015, to advise them of the outcome of these discussions with the auditors. The Chairmen and Deputy Chairmen were content with the position taken, and therefore advised the Town Clerk that they were content for him to exercise his delegated authority and approve the 2014/15 City Fund and Pension Funds Statement of Accounts.

Members will recall that a number of questions were asked about the Pensions Fund Deficit at the meeting of the Court of Common Council on 15 October 2015. Your Finance Committee will submit a separate report on this issue to the next meeting of the Court.

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

DATED this 30<sup>th</sup> day of September 2015.

SIGNED on behalf of the Committee.

**Roger Arthur Holden Chadwick**  
Chairman, Finance Committee

City of London Corporation (City Fund)

Annual audit letter to the Members of the Court of  
Common Council of the City of London Corporation  
in respect of the audit for the year ended 31 March  
2015

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# The big picture

This letter reports our conclusions from our audit of the City Fund of the City of London Corporation (“the City” or “the Corporation”) for financial year ended 31 March 2015. The City Fund is the part of the Corporation which carries out its functions as a local authority, port health authority and police authority. The letter’s main messages are:

<b>The City Fund’s financial statements</b>	We issued an unmodified opinion on the City Fund financial statements for the year ended 31 March 2015 on 30 September, in line with the deadline for this.
<b>The City’s local government pension scheme annual report</b>	We issued an unmodified opinion on information in the City’s pension scheme annual report for the year ended 31 March 2015, in line with the deadline for this.
<b>Value for money conclusion</b>	We issued an unqualified conclusion on the City’s arrangements for securing value for money during the year ended 31 March 2015.
<b>Whole of Government Accounts return</b>	We issued our assurance report by the deadline of 2 October 2015. Our report was unqualified.
<b>Grants certification</b>	We undertake work on grant claims and other returns on behalf of the Audit Commission and provide certificates to grant funders on compliance with aspects of the terms on which funds have been claimed. We will provide a separate, detailed letter to the City in early 2016 on the outcome of this work, but at this point there are no matters which we consider need to be brought to your attention.

There are no individually significant recommendations which we wish to bring to Members attention here.

# 1. Purpose and responsibilities

## Purpose of this letter

The purpose of this Annual Audit Letter (“Letter”) is to summarise the key issues arising from the work that we have carried out during the year.

We have addressed this Letter to the members of the Court of Common Council of the City of London Corporation as it is the responsibility of the members to ensure that proper arrangements are in place for the conduct of its business and that it safeguards and properly accounts for public money.

The Letter will be published on the website of Public Sector Audit Appointments Limited at <http://www.psaa.co.uk> and should also be posted on the City’s website.

This Letter has been prepared in the context of the Statement of Responsibilities of Auditors and Audited Bodies issued by the Audit Commission. This is available from the Audit Commission’s archived website.

## Responsibilities of the appointed auditor and the Council

### Responsibilities of the appointed auditor

We have been appointed as the independent external auditor of the City Fund of the Corporation of London by the Audit Commission, the body responsible for appointing auditors to local public bodies in England, including local authorities.

As your appointed auditor, we are responsible for planning and carrying out an audit that meets the requirements of the Audit Commission’s Code of Audit Practice (the Code). Under the Code, we review and report on:

- the City Fund’s financial statements;
- the Corporation’s local government pension scheme annual report; and
- whether the Corporation has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources (value for money conclusion) in respect of its local authority and police functions.

We also provide an assurance report to the National Audit Office on the financial information prepared in respect of the City Fund for consolidation into the Whole of Government Accounts.

### Responsibilities of the Corporation

It is the responsibility of the Corporation to ensure that proper arrangements are in place for the conduct of its business and that public money is safeguarded and properly accounted for.

As part of our procedures we have considered how the Corporation has fulfilled these responsibilities.

## 2. Financial reporting

### Key issues arising from the audit of the Council's financial statements

We reported separately to the Audit and Risk Management Committee in July 2015 on the issues arising from our audit and have issued an audit report providing an unmodified opinion on your financial statements for the year ended 31 March 2015.

Significant audit risk	Area of focus and conclusion
<b>Valuation of properties</b>	We focused on the key assumptions made, and the reasonableness of the valuations arrived at, by the City's valuers. We concluded satisfactorily on their reasonableness.
<b>Grant income recognition</b>	We focused on the judgements made by officers in determining the basis of recognition for individual grants. We did not identify any exceptions.
<b>Accounting for lease premia</b>	During the year the City Fund received premia under five lease transactions. Changes have been agreed to the accounting treatment which were reflected in the final version of the financial statements. We recommended, going forwards, an accounting treatment note is prepared for significant one-off transactions which are complex and/or involve the exercise of significant judgement at the time of the transaction.
<b>NNDR appeals provision</b>	We focused on the estimation processes and judgements made in calculating the financial impact of appeals against rateable values. Adjustments were made to reduce the provision to reflect the outcome of a test case which was settled after the preparation of the draft financial statements.
<b>Management override of controls</b>	Auditing standards presume that there is always a risk of management override of controls. We did not identify any areas of concern from our work.

Our report to the Committee also reported on progress made on implementing recommendations to assist with future financial control and reporting and additional recommendations made this year.

### Key issues arising from the audit of the Pension scheme annual report

We reported our findings on the audit of the Pension scheme in a separate report to the Audit and Risk Management Committee.

We subsequently issued:

- An unmodified opinion pension scheme accounts within the City Fund statement of accounts
- An unmodified opinion on the consistency of the pension scheme annual report with the City Fund statement of accounts.

### Key issues arising from the work performed on the Whole of Government Accounts return

Whole of Government Accounts (WGA) are accounts covering all the public sector. Auditors appointed by the Audit Commission have a statutory duty under the Code of Audit Practice 2010 to review and report on the whole of government accounts return. Our report is used by the National Audit Office ("NAO") for the purposes of their audit of the Whole of Government Accounts.

We issued an unqualified assurance report on 2 October 2015, in line with the deadline for this.

Following this we issued our certificate closing the audit as a whole, also on 2 October 2015.

# 3. Value for Money

## Background

Under the Code of Audit Practice 2010 we are required to include in our audit report a conclusion on whether the City of London Corporation has put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources in respect of the City Fund - this conclusion is known as “the VFM conclusion”.

Specified criteria for auditors' VFM conclusion	Focus of the criteria for 2015
<b>The organisation has proper arrangements in place for securing financial resilience.</b>	The organisation has robust systems and processes to manage financial risks and opportunities effectively, and to secure a stable financial position that enables it to continue to operate for the foreseeable future.
<b>The organisation has proper arrangements for challenging how it secures economy, efficiency and effectiveness.</b>	The organisation is prioritising its resources within tighter budgets, for example by achieving cost reductions and by improving efficiency and productivity.

## Audit work completed to address the significant risk

We draw sources of assurance relating to our VFM responsibilities from:

- the Council's system of internal control as reported on in its Annual Governance Statement;
- the results of the work of the Commission, other inspectorates and review agencies to the extent that the results come to our attention and have an impact on our responsibilities;
- any work mandated by the Commission – of which there was none in 2015; and
- any other locally determined risk-based VFM work that auditors consider necessary to discharge their responsibilities.

## Conclusion

We concluded that there are no significant risks identified which required an additional response. We issued an unmodified value for money conclusion.



# 4. Purpose of our report and responsibility statement

## What we report

- Our report is made in accordance with the Audit Commission’s Code of Audit Practice 2010.
- The Statement of Responsibilities of Auditors and Audited Bodies issued by the Audit Commission explains the respective responsibilities of auditors and of the audited body and in this report is prepared on the basis of, and our audit work is carried out, in accordance with that statement.
- This report has been prepared for the members of the Court of Common Council of the City of London Corporation, as a body, and we therefore accept responsibility to you alone for its contents. We accept no duty, responsibility or liability to any other parties, since this report has not been prepared, and is not intended, for any other purpose.

## What we don’t report

- As you will be aware, our audit is not designed to identify all matters that may be relevant to the City of London Corporation.
- Also, there will be further information you need to discharge your governance responsibilities, such as matters reported on by Officers or by other specialist advisers.
- Finally, the views on internal controls and business risk assessment in our final report should not be taken as comprehensive or as an opinion on effectiveness since they will be based solely on the audit procedures performed in the audit of the financial statements and the other procedures performed in fulfilling our audit plan.

## Other relevant communications

- This report should be read alongside the supplementary “Briefing on audit matters” circulated to you previously.

We welcome the opportunity to discuss our report with you and receive your feedback.



**Deloitte LLP**

Chartered Accountants

St Albans

27 October 2015

# Appendix 1: Independence and fees

Independence confirmation	We confirm that we comply with APB Revised Ethical Standards for Auditors and that, in our professional judgement, we are independent and our objectivity is not compromised.
Non-audit services	In our opinion there are no inconsistencies between APB Revised Ethical Standards for Auditors and the company’s policy for the supply of non-audit services or any apparent breach of that policy. We continue to review our independence and ensure that appropriate safeguards are in place including, but not limited to, the rotation of senior partners and professional staff and the involvement of additional partners and professional staff to carry out reviews of the work performed and to otherwise advise as necessary.
Relationships	There are no other relationships with the Council and its known connected parties that we consider may reasonably be thought to bear on our objectivity and independence.

	Current year £'000	Prior year £'000
Audit of the City Fund	*124	117
Fees payable for the audit of the City of London Corporation pension scheme annual report	21	21
Fees payable for the certification of grant claims	15	17
<b>Total fees payable in respect of our role as Appointed Auditor</b>	<b>160</b>	<b>155</b>
<b>Non audit fees</b>		
Certification of grants outside the audit appointment	4	-
Lease advisory services	20	14
Tax advisory services – research paper on financial transaction tax	-	18
<b>Total fees</b>	<b>184</b>	<b>187</b>
*£7,188 of this amount is subject to approval by Public Sector Audit Appointments Limited		



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## Report – Finance Committee

### 2014/15 Annual Reports and Financial Statements for Bridge House Estates and the Charitable Trusts

*To be presented on Thursday, 3<sup>rd</sup> December 2015*

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

On 23 May 1996, the Court authorised this Committee to approve, amongst other things, the Annual Reports and Financial Statements for Bridge House Estates and the Charitable Trusts. We have duly considered and approved the Annual Reports and Financial Statements for the year ending 31 March 2015. Copies of the Annual Reports and Financial Statements have been placed in the Members' Reading Room and are available from the Chamberlain. The management letter from Moore Stephens LLP on its audit of the funds is attached for the information of the Court. In addition, for Bridge House Estates, the Annual Report and Financial Statements and the management letter have been published on the City's website at <http://www.cityoflondon.gov.uk/about-the-city/how-we-make-decisions/budgets-and-spending/Pages/Council-budgets-and-spending.aspx>.

It is **recommended** that the Court receives the 2014/15 Bridge House Estates and Charitable Trusts Statement of Accounts.

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

DATED this 21<sup>st</sup> day of July 2015.

SIGNED on behalf of the Committee.

**Roger Arthur Holden Chadwick**  
Chairman, Finance Committee

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MOORE STEPHENS

REPORT TO THOSE CHARGED WITH GOVERNANCE  
JULY 2015



# City of London Corporation

Bridge House Estates, City's Cash Trusts, the  
Corporation's Sundry Trusts & Other Accounts

**Audit Management Report on the 2014-15 Financial Statements Audit**

[www.moorestephens.co.uk](http://www.moorestephens.co.uk)

PRECISE. PROVEN. PERFORMANCE.

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## Audit management report for the year ended 31 March 2015

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# 1 Purpose of the report

International Standard on Auditing (UK & Ireland) 260, “Communication with those charged with governance” requires Moore Stephens to report to those charged with governance on the significant findings from our audit.

This report aims to provide the trustees with constructive observations arising from the audit process. We set out in this report details of:

- any expected modifications to our audit reports;
- any unadjusted items in the financial statements (except any unadjusted items which are clearly trivial) including the effect of unadjusted items related to prior periods on the current period;
- any material weaknesses in systems we have identified during the course of our audit work and our views about the quality of accounting practices and financial reporting procedures; and
- any other relevant matters.

Our procedures are carried out solely for the purpose of our audit so that we can form and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Our audit does not necessarily disclose every weakness and for this reason the matters referred to may not be the only shortcomings which exist.

We take this opportunity to remind you that:

- This report has been prepared for the sole use of the City of London Corporation;
- It must not be disclosed to any third party without our written consent; and
- No responsibility is assumed by us to any other person who may choose to rely on it for their own purposes.

The report has been discussed and agreed with the Chamberlain.

We would like to thank the Chamberlain, Dr Peter Kane, Caroline Al-Beyerty and the Finance Team for their co-operation and assistance during our audit.

## 2 Audit conclusion

In our opinion the financial statements of the following bodies give a true and fair view and comply with the Charities Act 2011.

<b>Bridge House Estates</b>	
<b>Open Spaces</b>	Ashtead Common
	Burnham Beeches
	Epping Forest
	Hampstead Heath
	Highgate Wood & Queens Park Kilburn
	West Ham Park
	West Wickham Common and Spring Park Coulsdon & Other Commons
<b>Sundry Trusts</b>	Ada Lewis Winter Distress Fund
	Charities administered ICW the City of London Freeman's School
	City Educational Trust Fund
	City of London Almshouses
	City of London Corporation Combined Education Charity
	City of London Corporation Relief of Poverty Charity
	City of London Freeman's School Bursary Fund
	City of London School Bursary Fund
	City of London School Education Trust
	City of London School Girls Bursary Fund
	Corporation of London Charities Pool
	Emmanuel Hospital
	Guildhall Library Centenary Fund
	Hampstead Heath Trust
	Keats' House
	King George's Field
	Samuel Wilson's Loan Trust
	Signore Pasquale Favale Bequest
	Sir Thomas Gresham Charity
	Sir William Coxen Trust Fund
	Vickers Dunfee Memorial Benevolent Fund

We are pleased to report that our audit reports, which are included in each of the above financial statements, are unqualified. In our opinion, from information provided to us during the audit, no events or conditions appear to exist which cast doubt on the charities ability to continue as a going concern. We are therefore satisfied with the disclosures in the financial statements.

Our audit opinions are based on your approval of the financial statements and signing of the Letters of Representation, a draft of which has been included as an appendix to this report. Within the letters, you have confirmed that there are no subsequent events that require amendment to the financial statements.

## 3 Respective responsibilities

### Responsibilities of the Trustees

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations. The Charities Act 2011 requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charities and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charities will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charities transactions and disclose with reasonable accuracy at any time the financial position of the charities and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charities and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Responsibilities of the Auditor

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

The audit includes the consideration of internal controls relevant to the preparation of the financial statements but we do not express an opinion on the effectiveness of internal control. We are also required to communicate any significant matters arising from the audit of the financial statements that are relevant to those charged with governance in overseeing the financial reporting process. The matters being reported are limited to those deficiencies in control that we have identified during the audit and that we have concluded are of sufficient importance to merit being reported to those charged with governance.

International Standards on Auditing (UK and Ireland) do not require the auditor to design procedures for the purpose of identifying supplementary matters to communicate with those charged with governance.

### Fee

The fee for the 2014-15 audit of City's Cash, Bridge House Estates, City's Cash Trusts and Sundry and Other Trusts amounts to £115,000. Of the total fee, £36,800 has been allocated to Bridge House Estates, with the remaining £78,200 being charged to City's Cash.

In our Audit Planning Report we set out that the fee was dependent upon:

- City of London Corporation delivering a complete Annual Report and Accounts of sufficient quality that have been subject to appropriate internal review on the date agreed;
- City of London Corporation delivering good quality supporting evidence and explanations within the agreed timetable; and
- Appropriate City of London Corporation staff being available during the audit.

Following delays to and difficulties encountered during the 2013-14 final audit of Bridge House Estates and City's Cash, an additional fee of £9,500 was charged. No other non-audit fees have been raised in 2014-15.

## Independence

International Standard on Auditing (UK & Ireland) 260, “Communication with those charged with governance” requires us to communicate on a timely basis all facts and matters that may have a bearing on our independence.

We can confirm that we have complied with the APB’s Ethical Standard 1 – “Integrity, Objectivity and Independence”. In our professional judgement the audit process has been independent and our objectivity has not been compromised.

## 4 Significant audit risks and risk factors

### Significant audit risks

As noted in our audit planning report submitted to the Audit and Risk Management Committee in December 2014 the following audit risk areas were identified as significant matters and therefore considered in detail during our audit fieldwork.

Audit risk areas	Audit findings
<p><b>Revenue recognition (All funds and entities)</b></p> <p>Under International Standard on Auditing (UK and Ireland) 240, there is a presumed, albeit rebuttable, significant risk of fraud in revenue recognition. We consider this risk cannot be rebutted for income in all organisations.</p>	<p>We have documented, evaluated and tested the controls which ensure income is completely and accurately recorded across all entities and funds. No significant weaknesses in controls have been identified.</p> <p>We have substantively tested material income streams across all entities and funds and performed procedures to ensure income is complete. Investment property income procedures on Bridge House Estates included confirming the amounts received on a sample of properties to rent agreements as well as performing analytical procedures to gain assurance on the completeness of income. Managed investment income procedures included agreeing dividend income obtained as well as confirming realised investments from pooled investment vehicles. We have also considered the movement in fair value on investments (Bridge House Estates) and the unrealised gain on investments by comparing yields obtained by the funds to fund manager reports and benchmarks.</p> <p><b>Conclusion:</b></p> <p>Satisfactory assurance has been gained in respect of the presumed risk of fraud in revenue recognition.</p>
<p><b>Management override</b></p> <p>Under International Standard on Auditing (UK and Ireland) 240, there is a presumed significant risk of material misstatement owing to fraud arising from the potential for management to override controls.</p>	<p>We carried out testing on journals, estimation techniques and any significant/unusual transactions. We reviewed significant estimates and judgements made in the financial statements for evidence of bias.</p> <p>Investment property valuations for Bridge House Estates comprise a significant judgement in the financial statements. The value of property held at 31 March 2015 is £532.8m and has increased 18% on the value held at 31 March 2014. Investment property valuations are conducted internally by the City Surveyor's team and by an external firm of property valuers. We have met with representatives of the City Surveyor and the external firm of property valuers to discuss the methodology of the valuations overall and to review individual property valuations that were significantly above or below the average increase. We did not identify any indication of management bias in the valuations applied.</p> <p>No significant issues were noted in our testing.</p> <p><b>Conclusion:</b></p> <p>Satisfactory assurance has been gained in respect of the presumed risk of management override.</p>

## Other risk factors

As noted in our audit planning report submitted to the Audit and Risk Management Committee in December 2014 the following audit risk areas were identified as risk factors which could potentially result in a material misstatement. The table below sets out our approach and conclusions to these risk factors.

Audit risk areas	Audit findings
<b>Managed Funds Transfer (Bridge House Estates)</b> We understand that the City of London Corporation intends to make a number of changes to managed funds. Segregated funds held by Bridge House Estates are being transferred to pooled vehicles.	We reviewed supporting documentation to assess and agree the accounting treatments applied and the adequacy of disclosures made in the financial statements. Audit testing confirmed that the transactions pre and post transfer have been accounted for appropriately.  <b>Conclusion:</b>  Satisfactory assurance has been gained in respect of the risk factor identified on the managed funds transfer.
<b>Hampstead Heath Ponds (City's Cash Trusts)</b> The City of London Corporation are currently engaged in a Judicial Review regarding proposed works on Hampstead Heath Ponds, which is being opposed by local residents. Following completion of the Judicial Review there will be greater clarity on when and if the works and services will be undertaken.	During the 2014-15 financial year, a Judicial Review found in favour of the City of London Corporation and as a consequence work has begun at Hampstead Heath Ponds. Initial costs have been recorded and capitalised where appropriate up to 31 March 2015. Work on the main contract, which is expected to take 18 months and is worth approximately £14.69m did not begin, nor was the contract signed until after the reporting date. Disclosure has been made in the notes to the Hampstead Heath financial statements to reflect this.  <b>Conclusion:</b>  Satisfactory assurance has been gained in respect of the risk factor identified on Hampstead Heath expenditure.

## Going concern and subsequent events

We are required under International Standard on Auditing (UK & Ireland) 570, "Going concern" to consider the appropriateness of the trustees' use of the going concern assumption in the preparation of the financial statements, and to consider whether there are material uncertainties about the charitable company's ability to continue as a going concern which need to be disclosed in the financial statements.

The term "subsequent events" is used to refer to events occurring between the period end date of the financial statements and the date of the auditor's report. International Standard on Auditing (UK & Ireland) 560, "Subsequent events" requires us to assess all such matters before signing our audit report.

In order to gain assurance on these matters our work has included:

- performing a review of budgets and cash flow projections covering a period of 12 months from the expected signing of the audit report, together with management accounts for 2015-16;
- reviewing minutes of relevant City of London Corporation sub-committees held since 31 March 2015;
- enquiring of senior management and the charitable company's solicitors concerning litigation, claims and assessments; and
- performing sample testing of post reporting date transactions.

## Conclusion

Our work has not highlighted any concerns or issues affecting Bridge House Estates, City's Cash Trusts and Sundry and Other Trusts ability to continue as a going concern.

## 5 Significant audit and accounting matters

### Audit adjustments

To enable those charged with governance to assess the extent to which the draft financial statements presented for audit have been subject to change as a result of the audit process and ongoing management review, we present below the adjustments made to the accounts during the audit process.

As a result of our audit and management review, adjustments were made to the draft financial statements presented for audit. A summary of the effect of the audit adjustments is shown below. A schedule of the actual adjustments can be found in appendix 1. Where the entity or fund is not noted below or in appendix 1, no adjustments were made.

	Statement of Financial Activities		Balance Sheet	
	DR £'000	CR £'000	DR £'000	CR £'000
<b>Bridge House Estates</b>	0	356	403	47
<b>City's Cash Trusts</b>				
Epping Forest	0	0	95	95
<b>Sundry Trusts</b>				
City of London School Educational Trust	0	0	1	1

Disclosure adjustments made on all City's Cash Trust accounts to reclassify debtor balances between 'other debtors' and 'rental debtors'. None of these were material.

Further disclosure adjustments were made on all City's Cash Trust accounts and the accounts of Keats House to reclassify the Carbon Reduction Commitments shown as 'intangible current assets' as 'other debtors'. While 2014-15 carbon tax allowances were purchased in June 2014, the City is not due to pay its carbon tax bill to the Environment Agency and therefore surrender its allowances until October 2015, when the annual consumption return is submitted. The purchase of allowances is therefore treated as a debtor, and creditors have been raised for the estimated consumption of the carbon allowances by property assets at year end. None of these adjustments were material.

All audit adjustments have been discussed and agreed with the Chief Accountant and Group Accountant.

### Unadjusted items

We are obliged to bring to your attention the errors found during the audit that have not been corrected as not material, unless they are 'clearly trivial', which we have identified as below 1% of assessed materiality, subject to a de-minimis reporting level of £1,000. The items that we are aware of above this amount are set out below.

A summary of the net effect of the unadjusted items is shown below. A schedule of the unadjusted items can be found in appendix 2. Where the entity or fund is not noted below or in appendix 2, no adjustments were made

	Statement of Financial Activities		Balance Sheet	
	DR £'000	CR £'000	DR £'000	CR £'000
<b>City's Cash Trusts</b>				
Epping Forest	0	0	31	31
Hampstead Heath	0	3	3	0
West Ham Park	0	0	21	21
<b>Sundry Trusts</b>				
City of London Almshouses	2	0	0	2

It was agreed with the Chief Accountant and Group Accountant that these amounts were not considered material and did not require to be incorporated into the financial statements. We request that the Audit and Risk Management Committee confirm this decision.

### Qualitative aspects of accounting practices and financial reporting

During the course of our audit, we consider the qualitative aspect of the financial reporting process, including items that have a significant impact on the relevance, reliability, comparability, understandability and materiality of the information provided by the financial statements. The following observations have been made:

Qualitative aspect considered	Audit conclusion
The appropriateness of the accounting policies used.	We have reviewed the significant accounting policies, which are disclosed in the financial statements, and we consider these to be appropriate to the charities.
The timing of the transactions and the period in which they are recorded.	We did not identify any significant transactions where we had concerns over the timing or the period in which they were recognised. We identified some errors in expenditure transaction testing whereby transactions should have been accounted for and accrued in the 2013-14 period. These are not considered to be material or systemic.
The appropriateness of the accounting estimates and judgements used.	We are satisfied with the appropriateness of accounting estimates or judgements used in the preparation of the financial statements. We noted a number of misclassifications of current liabilities across the City's Cash Trust accounts. Further details are in appendix 3 to this report. We met with representatives of the City Surveyor and the external firm of property valuers to assess the judgements applied in the valuation of investment properties. We consider the judgements used to be appropriate.
The potential effect on the financial statements of any uncertainties, including significant risks and disclosures such as pending litigation, that are required to be disclosed in the financial statements.	We did not identify any uncertainties including any significant risk or required disclosures that should be included in the financial statements. Adequate disclosure has been made in the Hampstead Heath accounts of the future commitments made for the Hampstead Heath Ponds project.
The extent to which the financial statements have been affected by unusual transactions during the period and the extent that these transactions are separately disclosed in the financial statements.	From our testing performed, we identified no unusual transactions in the period.
Apparent misstatements in the trustees' reports or material inconsistencies within the financial statements.	Our review of the Trustees' reports identified no misstatement or material inconsistency with the financial statements.
Any significant financial statement disclosures to bring to your attention.	There are no significant financial statement disclosures that we consider should be brought to your attention. All disclosures made are required by relevant legislation and applicable accounting standards.
Disagreement over any accounting treatment or financial statement disclosure.	There was no disagreement during the course of the audit over any accounting treatment or disclosure.

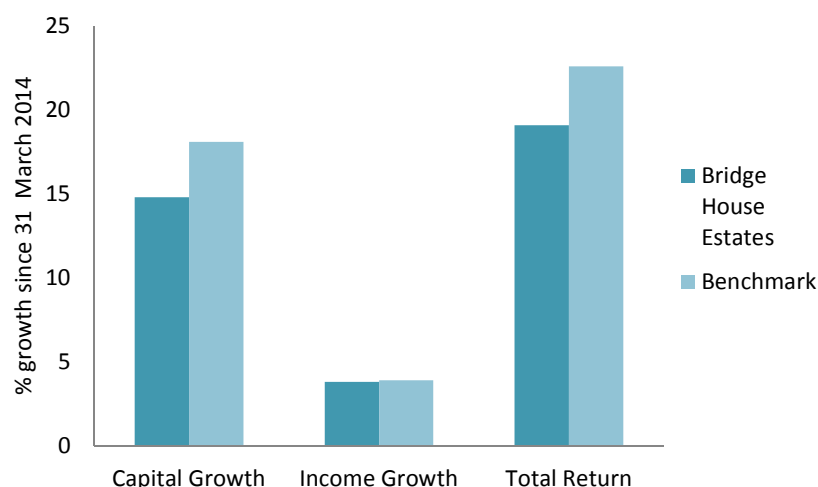


Qualitative aspect considered	Audit conclusion
Difficulties encountered in the audit.	<p>There were no significant difficulties encountered in the audit of the Open Spaces and Sundry and Other Trusts. All sets of accounts were delivered according to timetable.</p> <p>We encountered significant difficulties in the audit of the City of London Almshouses Trust following recent staff attrition that has not allowed time for knowledge transfer to take place.</p> <p>As part of our recommendations on the 2013-14 audit, it was suggested and agreed that a managed investment note, using a new format would be provided for audit review as at 31 December 2014. This was not delivered by the finance team and as a consequence, the managed investment note has taken longer than planned to audit. However and as noted in Section 7, although it took longer than planned to audit, no significant issues were encountered in this area during the 2014/15 audit.</p>

### Investment Property Valuations

Bridge House Estates holds a significant investment property portfolio, totalling £532.8m as at 31 March 2015. Properties are valued annually in line with accounting standard requirements for investment properties. All properties are valued in accordance with the RICS Red Book. The valuation process is split between internal valuations, performed by the City Surveyor's department and a firm of external valuers. In 2014-15, Cushman Wakefield were appointed on a three year contract to perform the property valuations for Bridge House Estates. As part of our audit work, we have met with representatives of the City Surveyor and the external firm of property valuers to discuss the methodology of the valuations overall and to review individual property valuations that were significantly above or below the average increase.

The chart below demonstrates the growth of the fund in the 2014-15 financial year.



Income growth is broadly in line with the benchmark due to increasing rents as properties have refurbishments completed and as a consequence are able to be marketed at a higher rate than prior valuations expected. This has been noted on a number of properties where valuation increases in excess of 20% have been recorded.

Significant valuation increases have also been noted where Bridge House Estates hold the ground lease and are therefore entitled to a percentage of the rental income obtained by the holder of the Head Lease. Increasing rental values in London have led to an increased valuation of the property

### Management representations

We have requested that a signed representation letter, covering a number of issues, be presented to us at the date of signing the financial statements. Copies of these letters for Bridge House Estates, the City's Cash Trusts, the Sundry and Other Trusts and the City of London Almshouses Trust are included in appendix 4 to this report.

### Fraud and irregularity

Responsibility for preventing and detecting fraud and other irregularities lies with the trustees of the charities. We are not required to search specifically for such matters and our audit should not be relied upon to disclose them. However, we

planned and conducted our audit so as to give a reasonable expectation of detecting any material misstatements in the financial statements resulting from improprieties or breach of regulations.

We are pleased to report that we did not identify any issues of concern in relation to fraud and irregularity.

### Legality

We planned and performed our audit recognising that non-compliance with statute or regulations may materially affect the financial statements.

We are pleased to report that we did not identify any instances of concern with regard to the legality of transactions or events.

## 6 Accounting systems and internal controls

During the course of our audit of the financial statements, we examined the principal internal controls which the trustees have established to enable them to ensure, as far as possible, the accuracy and reliability of the charitable company's accounting records and to safeguard the charities' assets.

It should be noted that our audit was planned and performed in order to allow us to provide an opinion on the financial statements and it should not be relied upon to reveal all errors and weaknesses that may exist.

Our work did not identify any system weaknesses.

### Action plan – audit recommendations

We identified a number of observations which we consider require management action. Recommendations to address the observations are detailed in the action plan below, together with management responses.

Grade	Definition
1	major issues for the attention of senior management which may have the potential to result in a material weakness in internal control
2	important issues to be addressed by management in their areas of responsibility
3	problems of a more minor nature which provide scope for improvement.

No priority 1 points have been raised during our audit of the 2014-15 Bridge House Estates, City's Cash Trusts and Sundry and Other Trust accounts. Appendix 3 to this report contains a summary of priority 2 and priority 3 findings that have been raised directly with management.

## 7 Follow up of prior year recommendations

As part of our audit work we have followed up on the priority 1 recommendations made during the 2013-14 audit.

1 – Finance team expertise / capacity	
<b>Recommendation</b>	We recommend that the City of London Corporation reviews the expertise and level of resources in the wider finance team. In particular, we consider that the Corporate Treasury Team would benefit from having a staff member with relevant financial accounting experience of financial instruments who can advise on the necessary disclosures required.
<b>Management response</b>	This was the first such move to pooled investment vehicles after several years of segregated mandates with equity fund managers. A prompt identification of the consequences for financial reporting would have allowed more time for consideration of the significant implications that have resulted from what, at face value, is a relatively innocuous change in investment arrangements. The expertise and capacity issues will be considered in the context of the likely frequency of such significant changes in investment arrangements and financial reporting requirements to provide an appropriate and proportionate solution.
<b>Follow up at 31 March 2015</b>	We have not encountered any significant issues in this area during the 2014-15 audit. However, as noted at appendix 3 to this report, we did encounter difficulties during the audit of the City of London Almshouses Trust following an insufficient knowledge transfer upon key staff leaving the organisation.
2 – City of London Almshouses fixed assets	
<b>Recommendation</b>	A fixed asset register should be prepared, with the useful economic lives of assets considered on an individual basis, allowing for an appropriate assessment of annual depreciation. In addition, evidence for the Social Housing Grant should be obtained and terms and conditions reviewed to ensure the City of London is in full compliance.
<b>Management response</b>	The City of London Almshouses are 44 dwellings including two warden units. Successive external audits have concluded satisfactorily on the financial statements. As the significant capital expenditure was incurred during the late 1980's and early 1990's we have requested the assistance of the London Metropolitan Archives to re-evidence the historic expenditure.
<b>Follow up at 31 March 2015</b>	A register detailing the capital expenditure incurred on the Almshouses has not been created during the year. We understand that future developments are planned on the estate, at which point historical costs will be impaired to zero. Future capital spend will be recorded in such a way that depreciation charges can be evidenced.
3 – Bridge House Estates – Reserves policy	
<b>Recommendation</b>	<p>Unrestricted reserves are funds available to be spent and a reserves policy should be drafted which sets out the Trustees policy regarding these reserves given the charity's financial circumstances and changing needs.</p> <p>The Trustees should agree a policy on what level of unrestricted reserves it is appropriate for the charity to hold. The reserves policy should explain the nature and amount of the designation and when the funds are likely to be spent.</p> <p>Actual balances for all reserves should be monitored against this policy on a regular basis.</p>
<b>Management response</b>	The reserves policy is set out on page 26 of the financial statements. The policy deliberately does not include a level of reserves above which any excess capital should be spent – this being the implication of the above recommendation. This is because the practice is for Members to consider how much of the 'surplus' revenue income (after providing for the maintenance and operation of the bridges) should be allocated to grant giving in the context of the five year rolling financial forecasts. Further consideration will be given to this issue and one option would be to designate the 'General Reserve' as 'Income Generating Fund' which is effectively what it represents.

<b>Follow up at 31 March 2015</b>	<p>There has been no significant change in the reserves policy since the prior year. Grants given to organisations in London are still decided based on the level of surplus. Grants and investments in social/ethical assets are approved through the relevant committees.</p> <p>We will continue to monitor any changes to the reserves policy during our 2015-16 audit.</p>
<b>4 – Bridge House Estates – missing title deeds</b>	
<b>Recommendation</b>	We recommend that the exercise to complete title documentation for all properties is completed as soon as possible.
<b>Management response</b>	<p>It is not unusual for organisations such as the City, which have a long history of land ownership, to own real property without having title registered at HM Land Registry or to be in possession of title deeds and documents. A significant amount of property was gifted or granted to the City some hundreds of years ago and in these cases, for example, no conventional title deeds would have been drawn up. The City is, however, continuing with its programme of title registration, albeit presently in respect of properties within the City boundaries.</p> <p>In 1999 the Property Sub-Committee approved the City Surveyor's programme of researching and registering the City's unregistered freehold titles to its land holdings within the City. This programme is integral to the City fulfilling its property asset management responsibilities, while also taking account of Land Registry's target of achieving a comprehensive land register by 2017. Since the start of the registration project, title to 91 buildings has been registered as at March 2014 together with various highway land.</p>
<b>Follow up at 31 March 2015</b>	<p>We reviewed 20 of the highest valued properties owned by Bridge House Estates. Our testing identified that of the sample, 18 had been registered with the Land Registry department and had appropriate title deed documentation. One could not be registered with Land Registry as it has been designated as a Greater London Authority (GLA) property and Land Registry are not currently registering any properties affected by this GLA status. The final item is part of a larger estate held by the Corporation and registration of title is in progress.</p>
<b>5 – Bridge House Estates – review of risk management strategy</b>	
<b>Recommendation</b>	It is recommended that management produce an updated risk register for Bridge House Estates and that this is reviewed by the relevant Bridge House Estates committee on a regular basis.
<b>Management response</b>	<p>The charity's risks are being managed on an ongoing basis by a number of Chief Officers - Chamberlain, City Surveyor, Director of the Built Environment and the Chief Grants Officer; and overseen by a number of committees – Financial Investment Board; Property Investment Board; Culture Heritage and Libraries; Planning and Transportation; and City Bridge Trust. Similarly, the charity's activities are overseen by a number of City Corporation committees. Updated risk registers will be submitted to these committees covering the specific risks pertaining to the activities which each committee oversees.</p>
<b>Follow up at 31 March 2015</b>	<p>Work has been ongoing throughout the 2014-15 year to assess risks faced by all charitable trusts and funds of the Corporation, including Bridge House Estates. A number of charity managing committees have considered updated risk registers pertaining to the activities which they oversee and the remaining committees will receive their registers as soon as the committee timetable allows in the autumn.</p>

#### 6 - Physical access to the Server room (IT audit)

<b>Recommendation</b>	<p>We recommend that the current access rights to the server room be reviewed to ensure access is only permitted to individuals that require the access as part of their normal duties. This should become a regular activity performed at defined intervals to ensure access rights remains current and appropriate.</p> <p>All access requests to the server room should be formally approved, with the records retained as an audit trail.</p>
<b>Management response</b>	<p>Chamberlain's Chief Technology Officer advises:-</p> <p>A process to review access should be in place. Those with responsibility for controlling access have been requested to;</p> <ol style="list-style-type: none"><li>1. Review and revise current access levels.</li><li>2. Ensure that 6-monthly reviews are undertaken with the outcome reported to CTO governance board.</li></ol> <p>I believe that access to the computer room requires CTO authorisation in writing. This will be reviewed along with current access levels and the process reinforced if found to be wanting.</p>
<b>Follow up at 31 March 2015</b>	<p>The recommendation has been implemented.</p>

#### 7 - Antivirus Management (IT audit)

<b>Recommendation</b>	<p>We recommend that management reviews the procedure for updating the servers with the latest antivirus updates, and implement corrective measures to make the process more effective.</p>
<b>Management response</b>	<p>Agilisys (IT managed service provider) have been asked to review and remediate any issues and to report at least quarterly on the currency of the AV updates.</p>
<b>Follow up at 31 March 2015</b>	<p>Our follow up review identified that a number of workstations did not have the correct antivirus update installed. We will continue to monitor this during our 2015-16 IT audit work.</p>

## 8 Future financial reporting developments relevant to the City of London Trusts

### FRS 102 and Charities SORP FRS 102

Entities that currently prepare their financial statements under UK GAAP and the Charities SORP 2005, will be applying FRS 102 and the Charities SORP FRS 102 from accounting periods beginning on or after 1 January 2015. For the Bridge House Estates, City's Cash Trusts and the Sundry and Other Trusts, this means that the 2015-16 financial statements will be presented under the new accounting framework.

Section 35 of FRS 102 sets out the transitional requirements. The basic rule is full retrospective application as at the date of transition. This means that the financial statements will need to be prepared as if FRS 102 had always been applied by the Corporation to the Bridge House Estate and Trust accounts. To facilitate this change, we provided a training session in March 2015, to the City of London Corporation finance team to appraise them of the changes to be expected in the new accounting framework.

The most significant changes under the new accounting framework are:

#### Managed Investments and Investment Properties

Gains or losses on these items will be shown as 'Fair Value through Profit and Loss', meaning that they are shown as an 'incoming resource' and will therefore affect the 'Net Incoming Resources' for the year. Under current UK GAAP, such gains or losses are shown below this line. This will increase volatility in the income statement year on year as the property and investment markets fluctuate.

#### Statement of cash flows

Renamed, to match the IFRS equivalent, the Statement of Cash Flows has been reduced in size with three mandatory headings of Operating, Investing and Financing activities.

#### Staff cost disclosures

Under current UK GAAP only those charities subject to an audit had to make disclosures on staff costs. Under FRS 102, the number of employees earning over £60,000 requires to be disclosed.

We will continue to work with the Corporation finance team to establish an agreed program for the restatement exercise, which we would wish to be completed by 31 December 2015. We will keep the Audit and Risk Management Committee appraised of progress.

## Appendix 1 – Adjusted Misstatements

As summarised in Section 5, the following adjustments were identified during our audit work and have been incorporated into the financial statements. Where the entity or fund is not noted below, no adjustments were made. All adjustments have been discussed and agreed with the Chief Accountant and Group Accountant.

	Statement of Financial Activity		Balance Sheet	
	Dr £'000	Cr £'000	Dr £'000	Cr £'000
<b>Bridge House Estates</b>				
Accruals			47	
Accrued Interest				47
<i>Being the correction of accruals at 31 March</i>				
Decrease in actuarial loss		356		
Pension liability			356	
<i>Being the correction of pension liability to 31 March position</i>				
	<b>0</b>	<b>356</b>	<b>403</b>	<b>47</b>
<b>City's Cash Trusts</b>				
<b>Epping Forest</b>				
Rental Debtors				95
Other Debtors			95	
<i>Being reclassification of unallocated rental receipts at year end</i>				
	<b>0</b>	<b>0</b>	<b>95</b>	<b>95</b>
<b>Sundry and Other Trusts</b>				
<b>City of London School Educational Trust</b>				
Debtors			1	
Cash				1
<i>Being the reclassification of debtors</i>				
	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>



## Appendix 2 – Unadjusted misstatements

As summarised in Section 5, the following unadjusted items were identified during our audit work. It was agreed with the Chief Accountant and Group Accountant that these amounts were not considered material and thus they have not been incorporated into the financial statements.

		Statement of Financial Activity		Balance Sheet	
		Dr	Cr	Dr	Cr
		£'000	£'000	£'000	£'000
<b>City's Cash Trusts</b>					
<b>Epping Forest</b>					
Accruals				31	
Creditors					31
<i>Being the correction of costs over accrued</i>					
		<b>0</b>	<b>0</b>	<b>31</b>	<b>31</b>
<b>Hampstead Heath</b>					
Expenditure			3		
Accruals				3	
<i>Being the correction of accruals</i>					
		<b>0</b>	<b>3</b>	<b>3</b>	<b>0</b>
<b>West Ham Park</b>					
Creditors				21	
Accruals					21
<i>Being the reclassification of accruals as creditors</i>					
		<b>0</b>	<b>0</b>	<b>21</b>	<b>21</b>
<b>Sundry Trusts</b>					
<b>City of London Almshouses</b>					
Depreciation expense		2			
Accumulated depreciation					2
<i>Being the correction of depreciation charge for the year</i>					
		<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>

## Appendix 3 – Summary of points arising

As summarised in Section 6, we identified a number of observations which we consider require management action. Using the priority definitions below, we have raised the detailed points directly with management. We will monitor progress being made on these recommendations during the 2015-16 audits. The points raised relate to:

### Bridge House Estates

- **Documentation of rent increases** - difficulties encountered in agreeing rent increases for individual properties, which we understand should be alleviated by the introduction of the R12 Oracle release.

### City's Cash Trusts

- **Classification of liabilities** – testing identified a number of classification errors between trade creditors, other creditors and accruals. We recommend a system of sample spot checking is put in place, along with updated guidance from the central finance team.
- **Grants receivable documentation** – the system for recording grants applied for and received is not always kept up to date, increasing the risk that grants received for a specific Open Space are not recognised appropriately

### Sundry and Other Trusts

- **Housing Accountant knowledge transfer** – following two recent staff movements in the housing team there has been insufficient knowledge transfer put in place before the preparation of the City of London Almshouses Trust accounts.
- **Classification of expenditure and accruals** – audit testing of 2014-15 expenditure identified a number of items that should have been accounted for and accrued as at 31 March 2014. We recommend a system of sample spot checking is put in place, along with updated guidance from the central finance team

### All entities and funds

- **Documentation of formal impairment review** – it is good practice to consider whether there have been any indicators of impairment as part of the year end processes and for those considerations to be documented.

## Appendix 4 – List of entities key financials

The list of entities on which we have reported on, and which are covered by this document are included in the table below. We have included in the table incoming resources, surplus/deficit and net assets along with the materiality level we have used during the audit. Materiality was calculated based on either the net assets of the entity or incoming resources.

Activities	Incoming Resources £'000	Surplus/ (Deficit) £'000	Net Assets £'000	Materiality £'000
<b>Bridge House Estates</b>	92,600	51,000	1,141,300	1,500
<b>City's Cash Trusts</b>				
<b>Ashtead Common</b>	536	-	-	8
Preservation of the common at Ashtead				
<b>Burnham Beeches</b>	902	(18)	802	14
Preservation of the Open Space known as Burnham Beeches				
<b>Epping Forest</b>	7,537	1,420	8,195	98
Preservation of Epping Forest in perpetuity				
<b>Hampstead Heath</b>	11,318	2,586	35,631	131
Preservation of Hampstead Heath for the recreation and enjoyment of the public				
<b>Highgate Wood &amp; Queens Park Kilburn</b>	1,333	(16)	431	20
Preservation of the Open Space know as Highgate Wood & Queens Park Kilburn				
<b>Sir Thomas Gresham Charity</b>	79	-	1	1
To provide a programme of public lectures				
<b>West Ham Park</b>	1,418	(76)	40	22
To maintain and preserve the Open Space known as West Ham Park				
<b>West Wickham Common and Spring Park Coulsdon &amp; Other Commons</b>	1,448	62	74	21
Preservation of West Wickham Common and Spring Park Coulsdon & Other Commons				
<b>Sundry Trusts</b>				
<b>Ada Lewis Winter Distress Fund</b>	8	6	256	5
Assistance and relief for the poor and distressed during winter months				
<b>Charities Administered ICW the City of London Freemen's School</b>	10	4	173	3
Promotion of education through prizes				
<b>City Educational Trust Fund</b>	131	(9)	3,593	51
Advancement of education through grants				
<b>City of London Almshouses</b>	370	46	1,599	39
Almshouses for poor or aged people				

Activities	Incoming Resources £'000	Surplus/ (Deficit) £'000	Net Assets £'000	Materiality £'000
<b>Sundry Trusts Continued</b>				
<b>City of London Corporation Combined Education Charity</b>	40	(8)	1,099	22
Advancing education by the provision of grants and financial assistance				
<b>City of London Corporation Relief of Poverty Charity</b>	4	(7)	153	2
Relief of poverty for widows, widowers or children of a Freeman of the City of London				
<b>City of London Freeman's School Bursary Fund</b>	43	20	805	12
Promotion of education through bursaries				
<b>City of London School Bursary Fund</b>	136	62	3,484	50
Promotion of education through bursaries, scholarships and prizes				
<b>City of London School Educational Trust</b>	-	-	6	0.5
Advancing education				
<b>City of London School for Girls Bursary Fund</b>	669	(39)	3,919	58
Promotion of education through bursaries, scholarships and prizes				
<b>Corporation of London Charities Pool</b>	1,984	1,021	22,697	334
Investments pool for Sundry Trusts				
<b>Emmanuel Hospital</b>	84	16	2,364	34
Payment of pensions and financial assistance to poor persons				
<b>Guildhall Library Centenary Fund</b>	1	1	24	1
Provision of education and training in library, archives, museum, and gallery services				
<b>Hampstead Heath Trust</b>	1,331	(21)	30,723	633
To meet a proportion of the maintenance cost of Hampstead Heath				
<b>Keats House</b>	456	-	201	5
Maintenance of Keats House				
<b>King George's Field</b>	13	-	-	1
Open space for sports, games and recreation				
<b>Samuel Wilson's Loan Trust</b>	73	31	1,982	31
Granting of low interest loans to young people who have or are about to set up in business				
<b>Signore Pasquale Favale Bequest</b>	-	-	13	1
Granting of assistance to eligible persons in the form of marriage portions				

Activities	Incoming Resources £'000	Surplus/ (Deficit) £'000	Net Assets £'000	Materiality £'000
<b>Sundry Trusts Continued</b>				
<b>Sir William Coxen Trust Fund</b>	117	(86)	2,561	54
Granting of assistance to eligible charitable trusts in the form of donations				
<b>Vickers Dunfee Memorial Benevolent Fund</b>	6	6	204	4
Financial assistance to distressed past and present members of the CoL Special Constabulary and their dependents				

## Appendix 5 – Management representation letters for Bridge House Estates and the Charities

### LETTER OF REPRESENTATION: BRIDGE HOUSE ESTATES

Dear Sirs

#### City of London - Bridge House Estates

This representation letter is provided in connection with your audit of the financial statements of Bridge House Estates for the year ended 31 March 2015 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view in accordance with UK Generally Accepted Accounting Practice and the Charities Statement of Recommended Practice 2005.

By a resolution of the Finance Committee, passed today, I am directed to confirm to you, in respect of the financial statements of the charity for the period ended 31 March 2015, the following:-

1. We have fulfilled our responsibilities under the Charities Act 2011 for preparing financial statements which give a true and fair view in accordance with UK Generally Accepted Accounting Practice and the Charities Statement of Recommended Practice 2005 and for making accurate representations to you.
2. We have provided you with:
  - access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
  - additional information that you have requested from us for the purpose of the audit; and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
3. All transactions have been recorded in the accounting records and are reflected in the financial statements.
4. We acknowledge as trustee our responsibilities for the design and implementation of internal control in order to prevent and detect fraud and to prevent and detect error.
5. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
6. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management
  - employees who have significant roles in internal control
  - others where the fraud could have a material effect on the financial statements.
7. We are not aware of any allegations of fraud or suspected fraud with a potential effect on the financial statements which have been communicated to us by employees, former employees, regulators or other third parties.
8. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
9. In our opinion, the significant assumptions that have been used in determining fair values, whether such values are disclosed or applied in the financial statements, are reasonable and reflect our ability and intent to carry out specific courses of action, where this is relevant to the determination of those values.
10. In our opinion the significant assumptions used by us in making accounting estimates are reasonable.
11. We have disclosed to you the identity of the charity's related parties and all related party relationships and transactions of which we are aware.
12. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of UK Generally Accepted Accounting Practice and the Charities Statement of Recommended Practice 2005.

13. In particular, no trustee, shadow trustee, their connected persons or other officers had any indebtedness, agreement concerning indebtedness or disclosable interest in a transaction with the charity at any time during the year, other than as indicated in the financial statements or, in the case of items not required to be disclosed, in the attached schedule.
14. The following have been properly recorded and, when appropriate, adequately disclosed in the financial statements:
  - losses arising from sale and purchase commitments;
  - agreements and options to buy back assets previously sold;
  - assets pledged as collateral.
15. We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.
16. We have no plans to abandon activities or other plans or intentions that will result in any excess or obsolete stocks, and no stock is stated at an amount in excess of net realisable value.
17. The charity has satisfactory title to all assets and there are no liens or encumbrances on the charity's assets, other than as disclosed in the financial statements.
18. We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent, and all guarantees that we have given to third parties.
19. All events subsequent to the date of the financial statements and for which UK Generally Accepted Accounting Practice and the Charities Statement of Recommended Practice 2005 require adjustment or disclosure have been adjusted or disclosed. Should any material events occur which may necessitate revision of the figures included in the financial statements or inclusion in the notes thereto, we will advise you accordingly.
20. The charity has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
21. Except as disclosed in the financial statements, the results for the year were not materially affected by:
  - any change in accounting policies;
  - transactions of a type not usually undertaken by the charity;
  - circumstances of an exceptional or non-recurrent nature; or
  - charges or credits relating to prior periods.
22. We have disclosed to you all known actual or possible litigation or claims whose effects should be considered when preparing the financial statements and that they have been accounted for and disclosed in accordance with UK Generally Accepted Accounting Practice and the Charities Statement of Recommended Practice 2005.
23. We have reviewed going concern considerations and are satisfied that it is appropriate for the financial statements to have been drawn up on the going concern basis. In reaching this opinion we have taken into account all relevant matters of which we are aware and have considered a future period of at least one year from the date on which the financial statements are to be approved.

We have also considered the adequacy of the disclosures in the financial statements relating to going concern and are satisfied that sufficient disclosure has been made in order to give a true and fair view.
24. We confirm the financial statements are free of material misstatements, including omissions. We believe that those uncorrected misstatements identified during the audit are immaterial both individually and in aggregate to the financial statements as a whole. A list of these items is attached to this letter of representation, together with our reasons for not correcting them
25. All grants, donations and other incoming resources, the receipt of which is subject to specific terms and conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such incoming resources.
26. We confirm that we are not aware of any breaches of charity regulations and that we have advised you of the existence of all endowments and funds maintained by us.
27. All income has been recorded, all restricted funds have been properly applied and all constructive obligations have been recognised.
28. All correspondence with regulators has been made available to you, including any serious incidents reports.

29. Except as disclosed in the notes to the BHE accounts, as at 31 March 2015 there were no significant capital commitments contracted for by BHE.
30. We are of the opinion that the costs involved in the reconstruction or analysis of past accounting records of heritage assets (bridges) or in valuation are onerous compared with the additional benefit derived by users of the accounts in assessing the trustees' stewardship of the assets.
31. We are of the opinion that the property valuations at 31 March 2015 as updated from the internal valuations at 31 March 2014 are not materially misstated

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

.....  
The Chamberlain of London  
Signed on behalf of the Trustee  
On \_\_\_\_\_ (date)



## LETTER OF REPRESENTATION: CITY'S CASH TRUSTS (OPEN SPACES)

Dear Sirs

### City's Cash Trusts – Open Spaces

This representation letter is provided in connection with your audit of the financial statements of the City's Cash Trusts (Open Spaces) for the period ended 31 March 2015 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view in accordance with UK Generally Accepted Accounting Practice and the Charities Statement of Recommended Practice 2005.

By a resolution of the Finance Committee, passed today, I am directed to confirm to you, in respect of the financial statements of the trusts for the period ended 31 March 2014, the following:-

1. We have fulfilled our responsibilities under the Charities Act 2011 for preparing financial statements which give a true and fair view in accordance with UK Generally Accepted Accounting Practice and the Charities Statement of Recommended Practice 2005 and for making accurate representations to you.
2. We have provided you with:
  - access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
  - additional information that you have requested from us for the purpose of the audit; and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
3. All transactions have been recorded in the accounting records and are reflected in the financial statements.
4. We acknowledge as trustee our responsibilities for the design and implementation of internal control in order to prevent and detect fraud and to prevent and detect error.
5. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
6. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management
  - employees who have significant roles in internal control
  - others where the fraud could have a material effect on the financial statements.
7. We are not aware of any allegations of fraud or suspected fraud with a potential effect on the financial statements which have been communicated to us by employees, former employees, regulators or other third parties.
8. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
9. In our opinion, the significant assumptions that have been used in determining fair values, whether such values are disclosed or applied in the financial statements, are reasonable and reflect our ability and intent to carry out specific courses of action, where this is relevant to the determination of those values.
10. In our opinion the significant assumptions used by us in making accounting estimates are reasonable.
11. We have disclosed to you the identity of the Trusts related parties and all related party relationships and transactions of which we are aware.
12. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of UK Generally Accepted Accounting Practice and the Charities SORP 2005.
13. In particular, no trustee, shadow trustee, their connected persons or other officers had any indebtedness, agreement concerning indebtedness or disclosable interest in a transaction with the Trusts at any time during the year.
14. We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements, other than as disclosed in the financial statements.

15. The Trusts have satisfactory title to all assets and there are no liens or encumbrances on the Trusts' assets, other than as disclosed in the financial statements.
16. We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent, and all guarantees that we have given to third parties.
17. All events subsequent to the date of the financial statements and for which UK Generally Accepted Accounting Practice and the Charities SORP 2005 require adjustment or disclosure have been adjusted or disclosed. Should any material events occur which may necessitate revision of the figures included in the financial statements or inclusion in the notes thereto, we will advise you accordingly.
18. The Trusts have complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
19. Except as disclosed in the financial statements, the results for the year were not materially affected by:
  - any change in accounting policies;
  - transactions of a type not usually undertaken by the Trusts;
  - circumstances of an exceptional or non-recurrent nature; or
  - charges or credits relating to prior periods.
20. We have disclosed to you all known actual or possible litigation or claims whose effects should be considered when preparing the financial statements and that they have been accounted for and disclosed in accordance with UK Generally Accepted Accounting Practice and the Charities SORP 2005.
21. We have reviewed going concern considerations and are satisfied that it is appropriate for the financial statements to have been drawn up on the going concern basis. In reaching this opinion we have taken into account all relevant matters of which we are aware and have considered a future period of at least one year from the date on which the financial statements are to be approved.  
  
We have also considered the adequacy of the disclosures in the financial statements relating to going concern and are satisfied that sufficient disclosure has been made in order to give a true and fair view.
22. We confirm the financial statements are free of material misstatements, including omissions. We believe that those uncorrected misstatements identified during the audit are immaterial both individually and in aggregate to the financial statements as a whole. A list of these items is attached to this letter of representation, together with our reasons for not correcting them.
23. All grants, donations and other incoming resources, the receipt of which is subject to specific terms and conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such incoming resources.
24. We confirm that we are not aware of any breaches of charity regulations and that we have advised you of the existence of all endowments and funds maintained by us.
25. All income has been recorded, all restricted funds have been properly applied and all constructive obligations have been recognised.
26. All correspondence with regulators has been made available to you, including any serious incidents reports.
27. We are of the opinion that the costs involved in the reconstruction or analysis of past accounting records of heritage assets (open spaces) or in valuation are onerous compared with the additional benefit derived by users of the accounts in assessing the trustees' stewardship of the assets.

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

.....  
 The Chamberlain of London  
 Signed on behalf of the Trustee  
 On \_\_\_\_\_ (date)

## LETTER OF REPRESENTATION: CITY OF LONDON CORPORATION SUNDRY TRUSTS AND OTHER ACCOUNTS

Dear Sirs

### City of London - Sundry and Other Trusts

This representation letter is provided in connection with your audit of the financial statements of The City of London Corporation Sundry Trusts and Other accounts for the period ended 31 March 2015 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view in accordance with UK Generally Accepted Accounting Practice and the Charities Statement of Recommended Practice 2005.

By a resolution of the Finance Committee, passed today, I am directed to confirm to you, in respect of the financial statements of the charities for the period ended 31 March 2015, the following:-

1. We have fulfilled our responsibilities under the Charities Act 2011 for preparing financial statements which give a true and fair view in accordance with UK Generally Accepted Accounting Practice and the Charities Statement of Recommended Practice 2005 and for making accurate representations to you.
2. We have provided you with:
  - access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
  - additional information that you have requested from us for the purpose of the audit; and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
3. All transactions have been recorded in the accounting records and are reflected in the financial statements.
4. We acknowledge as trustee our responsibilities for the design and implementation of internal control in order to prevent and detect fraud and to prevent and detect error.
5. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
6. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management
  - employees who have significant roles in internal control
  - others where the fraud could have a material effect on the financial statements.
7. We are not aware of any allegations of fraud or suspected fraud with a potential effect on the financial statements which have been communicated to us by employees, former employees, regulators or other third parties.
8. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
9. In our opinion, the significant assumptions that have been used in determining fair values, whether such values are disclosed or applied in the financial statements, are reasonable and reflect our ability and intent to carry out specific courses of action, where this is relevant to the determination of those values.
10. In our opinion the significant assumptions used by us in making accounting estimates are reasonable.
11. We have disclosed to you the identity of the charities related parties and all related party relationships and transactions of which we are aware.
12. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of UK Generally Accepted Accounting Practice and the Charities SORP 2005.
13. In particular, no trustee, shadow trustee, their connected persons or other officers had any indebtedness, agreement concerning indebtedness or disclosable interest in a transaction with the charities at any time during the year.
14. We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.

15. The Trusts have satisfactory title to all assets and there are no liens or encumbrances on the Trusts' assets, other than as disclosed in the financial statements.
16. We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent, and all guarantees that we have given to third parties.
17. All events subsequent to the date of the financial statements and for which UK Generally Accepted Accounting Practice and the Charities SORP 2005 require adjustment or disclosure have been adjusted or disclosed. Should any material events occur which may necessitate revision of the figures included in the financial statements or inclusion in the notes thereto, we will advise you accordingly.
18. The Trusts have complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
19. Except as disclosed in the financial statements, the results for the year were not materially affected by:
  - any change in accounting policies;
  - transactions of a type not usually undertaken by the charities;
  - circumstances of an exceptional or non-recurrent nature; or
  - charges or credits relating to prior periods.
20. We have disclosed to you all known actual or possible litigation or claims whose effects should be considered when preparing the financial statements and that they have been accounted for and disclosed in accordance with UK Generally Accepted Accounting Practice and the Charities SORP 2005.
21. We have reviewed going concern considerations and are satisfied that it is appropriate for the financial statements to have been drawn up on the going concern basis. In reaching this opinion we have taken into account all relevant matters of which we are aware and have considered a future period of at least one year from the date on which the financial statements are to be approved.

We have also considered the adequacy of the disclosures in the financial statements relating to going concern and are satisfied that sufficient disclosure has been made in order to give a true and fair view.
22. We confirm the financial statements are free of material misstatements, including omissions. We believe that those uncorrected misstatements identified during the audit are immaterial both individually and in aggregate to the financial statements as a whole. A list of these items is attached to this letter of representation, together with our reasons for not correcting them.
23. All grants, donations and other incoming resources, the receipt of which is subject to specific terms and conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such incoming resources.
24. We confirm that we are not aware of any breaches of our charity regulations and that we have advised you of the existence of all endowments and funds maintained by us.
25. All income has been recorded, all restricted funds have been properly applied and all constructive obligations have been recognised.
26. All correspondence with regulators has been made available to you, including any serious incidents reports.

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

.....  
The Chamberlain of London  
Signed on behalf of the Trustee  
On \_\_\_\_\_ (date)

## LETTER OF REPRESENTATION: CITY OF LONDON ALMSHOUSES TRUST

Dear Sirs

### The City of London Almshouses Trust

This representation letter is provided in connection with your audit of the financial statements of the City of London Almshouses for the period ended 31 March 2015 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view in accordance with UK Generally Accepted Accounting Practice, the Registered Social Landlord Statement of Recommended Practice 2010 and the Charities Statement of Recommended Practice 2005.

By a resolution of the Finance Committee, passed today, I am directed to confirm to you, in respect of the financial statements of the City of London Almshouses for the year ended 31 March 2015, the following:-

1. We have fulfilled our responsibilities under section 1(2) of the Housing Act 1996 for preparing financial statements which give a true and fair view in accordance with UK Generally Accepted Accounting Practice, the Registered Social Landlord Statement of Recommended Practice 2010 and the Charities Statement of Recommended Practice 2005 and for making accurate representations to you.
2. We have provided you with:
  - access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
  - additional information that you have requested from us for the purpose of the audit; and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
3. All transactions have been recorded in the accounting records and are reflected in the financial statements.
4. We acknowledge as Board members our responsibilities for the design and implementation of internal control in order to prevent and detect fraud and to prevent and detect error.
5. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
6. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management;
  - employees who have significant roles in internal control; and
  - others where the fraud could have a material effect on the financial statements.
7. We are not aware of any allegations of fraud or suspected fraud with a potential effect on the financial statements which have been communicated to us by employees, former employees, regulators or other third parties.
8. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
9. In our opinion the significant assumptions used by us in making accounting estimates are reasonable.
10. We have disclosed to you the identity of the related parties and all related party relationships and transactions of which we are aware.
11. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of UK Generally Accepted Accounting Practice.
12. In particular, no Board member, shadow Board member, their connected persons or other officers had any indebtedness, agreement concerning indebtedness or disclosable interest in a transaction with the Almshouses at any time during the year.
13. We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.
14. The City of London Almshouses have satisfactory title to all assets and there are no liens or encumbrances on the Almshouses' assets, other than as disclosed in the financial statements.

15. We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent, and all guarantees that we have given to third parties.
16. All events subsequent to the date of the financial statements and for which UK Generally Accepted Accounting Practice require adjustment or disclosure have been adjusted or disclosed. Should any material events occur which may necessitate revision of the figures included in the financial statements or inclusion in the notes thereto, we will advise you accordingly.
17. The City of London Almshouses have complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
18. Except as disclosed in the financial statements, the results for the year were not materially affected by:
  - any change in accounting policies;
  - transactions of a type not usually undertaken by the Almshouses;
  - circumstances of an exceptional or non-recurrent nature; or
  - charges or credits relating to prior periods.
19. We have disclosed to you all known actual or possible litigation or claims whose effects should be considered when preparing the financial statements and that they have been accounted for and disclosed in accordance with UK Generally Accepted Accounting Practice.
20. We have reviewed going concern considerations and are satisfied that it is appropriate for the financial statements to have been drawn up on the going concern basis. In reaching this opinion we have taken into account all relevant matters of which we are aware and have considered a future period of at least one year from the date on which the financial statements are to be approved.

We have also considered the adequacy of the disclosures in the financial statements relating to going concern and are satisfied that sufficient disclosure has been made in order to give a true and fair view.
21. We confirm the financial statements are free of material misstatements, including omissions. We believe that those uncorrected misstatements identified during the audit are immaterial both individually and in aggregate to the financial statements as a whole. A list of these items is attached to this letter of representation, together with our reasons for not correcting them.
22. The costs that have been capitalised in respect of the Almshouses are appropriate and that the carrying value at 31 March 2015, including the Social Housing Grant are considered to be reasonable. The useful economic life and assessment of depreciation are considered to be reasonable in respect of the future economic benefit that is expected to be derived from the Almshouses.

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

.....

The Chamberlain of London

Signed on behalf of the Trustee

On \_\_\_\_\_ (date)



## Report – Planning and Transportation Committee

### Adoption of the Barbican and Golden Lane Area Strategy

*To be presented on Thursday, 3<sup>rd</sup> December 2015*

*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 for the adoption of the revised Barbican and Golden Lane Area Strategy and to inform Members of the results of the public consultation and the subsequent revisions to the strategy.
2. A copy of the revised Barbican and Golden Lane Area Strategy is available from the Town Clerk's Department in hard copy (contact Katie Odling [Katie.odling@cityoflondon.gov.uk](mailto:Katie.odling@cityoflondon.gov.uk)) and in the Members' Reading Room. It is also available online [here](#).

#### **RECOMMENDATION:** That,

- the Barbican and Golden Lane Area Strategy be adopted; and
- top up funding of £24,688 from Parking Surplus to cover staff time until completion of the Barbican and Golden Lane Area Strategy be noted.

#### **MAIN REPORT**

##### **Background**

1. The original strategy was adopted in 2008 and resulted in the successful implementation of all high priority projects.

2. The strategy has been reviewed and updated over the last year in order to analyse the changing area within the context of new developments and improvements.
3. The revised strategy -
  - recognises the key qualities of the area and the listed estates and gardens;
  - analyses the possible impact of changes in the area and identifies new issues;
  - takes account of developments; including the delivery of Crossrail services to Farringdon and Moorgate in 2019, major residential and office schemes at The Heron (Milton Court), Roman House, St Alphage House and One London Wall Place;
  - takes account of the development of a 'cultural hub' by the City of London Corporation together with the Museum of London, the Barbican Centre, Guildhall School of Music and Drama and London Symphony Orchestra; and
  - notes that the City of London Corporation has an unparalleled opportunity to enhance the international cultural district through a renewed public realm strategy.
4. Public consultation for the draft area strategy was carried out in two stages -

#### **Public engagement – Stage 1: information gathering**

This first stage took place during the summer of 2014 and included a variety of consultation methods to ensure the greatest breadth of information. A total of 4253 individual responses were received following which the feedback was analysed and distilled into 15 Key Findings and then summarised into five objectives which underpinned each of the 38 proposals in the delivery plan.

#### **Public engagement – Stage 2: consultation on the draft strategy**

The second public consultation exercise was undertaken from 8 May to 8 July 2015. A variety of consultation methods were utilised to ensure a broad coverage and a total of 388 written submissions were received by the July 8 deadline.

A copy of the feedback, analysed by independent consultants, has been provided in the Members' reading room along with a copy of the final area strategy.

5. Funding for each work programme and project will be subject to confirmation, however, it is anticipated that the majority of the funding for these projects will be from external sources such as the Community Infrastructure Levy (CIL) contributions for existing and future developments, Transport for London, Section 106 and Section 278 Agreements.



**Conclusion**

6. The Barbican and Golden Lane Area Strategy has been revised in response to the public consultation feedback to ensure the document reflects the needs of the City community. It sets out a Delivery Plan which identifies the projects arising from the strategy, prioritises them and indicates estimated funding requirements for delivery. Your Committee recommends the adoption of this Strategy.

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

DATED this 8<sup>th</sup> September 2015.

SIGNED on behalf of the Committee.

**Michael Welbank, MBE**

Chairman, Planning and Transportation Committee

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## Report – Planning and Transportation Committee

### Gateway 4b - Bloomberg Development - s278 Highway Changes

*To be presented on Thursday, 3<sup>rd</sup> December 2015*

*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 progress the Bloomberg Development Project to Gateway 5 as the cost of the project is estimated in excess of £5million.
2. This project relates to the section 278 highway changes that are necessary to integrate the development into the public highway and must be delivered in time for the building's practical completion in late 2017. The s278 Agreement was signed in October 2013.
3. Copies of previous reports pertaining to this project are available on request from the Town Clerk's Office ([Katie.odling@cityoflondon.gov.uk](mailto:Katie.odling@cityoflondon.gov.uk)).

#### **RECOMMENDATION, That,**

- approval be given for the project to progress to Gateway 5 which is estimated to cost in excess of £5million in order to meet the needs of the developer; and
- it be noted that funding will be sought from "CIL – Department of the Built Environment" and "voluntary contribution from the developer" (as opposed to "Parking Reserve Fund" and / or "CIL – Neighbourhood / Unallocated" funding).

#### **MAIN REPORT**

1. Planning permission for the Bloomberg development at the former Bucklersbury House site was granted in March 2012 following which approval was given for the project to progress to Gateway 2 in February 2012. An "Issues Report" was

subsequently approved in June 2013, after planning approval, to extend the scope of the project at the request of the developer.

2. In September and October 2015, the Streets and Walkways Sub Committee and the Projects Sub Committee, respectively, approved proposals and recommendations pertaining to the “Bloomberg Development - s278 Highway Changes” as presented in the Gateway 3/4 report.
3. The Gateway 3/4 report outlined proposals for the s278 highway changes necessary to integrate the Bloomberg development into the public highway and which must be delivered in time for the building’s practical completion in late 2017.
4. The approved s278 highway changes, as developed with the Bloomberg Working Party consisted of three elements:
  - Highway changes to accommodate the development (s106 and s278 obligation of the developer);
  - Substantial environmental enhancement to meet the needs of the developer (voluntary contribution from the developer); and
  - Highway improvements to address road safety issues at Cannon Street.
5. In addition, there are two elements to the wider proposal that do not form part of the s278 obligation of the developer and require further funding to be confirmed. The two elements that are currently unfunded relate to:
  - the road safety issue at Cannon Street; and
  - the cobblestones at Bucklersbury and the northern end of Walbrook.
6. The project is estimated to cost £5,103,500 of which £4,252,500 will be met via a mix of s106 and s278 contributions. This resulting shortfall of £851,000 is proposed to be funded as follows:
  - A total of £425,000 will be met from the Community Infrastructure Levy (CIL) allocation of the Department of Built Environment, specifically to address the road safety issue at Cannon Street. This will enable the improvements to the southern side of Cannon Street to be delivered at the same time as other highway changes around the Bloomberg development.
  - A voluntary contribution of £425,500 is being sought from the developer to fund the replacement of the cobblestones at Bucklersbury and the northern end of Walbrook which is located near the main entrance of the development.
  - Negotiation with the developer has been positively received but is subject to confirmation at a later stage. If funding is not forthcoming, this element of the proposal can be held in abeyance and the wider proposal progressed independently.

## **Conclusion**

7. The Bloomberg Development requires approval to progress to Gateway 5 as the cost of the project is estimated to cost in excess of £5million. Your

Committee accordingly recommends this approval to progress the project to Gateway 5.

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

DATED this 8<sup>th</sup> September 2015.

SIGNED on behalf of the Committee.

**Michael Welbank, MBE**  
Chairman, Planning and Transportation Committee

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## Report – Freedom Applications Committee

### Freedom Application Fee

*To be presented on Thursday, 3<sup>rd</sup> December 2015*

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

#### **SUMMARY**

1. Your Committee has reviewed the policy which allows the fee applicable to Freedom applications to be waived for applicants who appear on the Ward List (City of London Electoral Roll) to be waived.
2. After careful consideration your Committee is of the view that waiving the fee is an historical anomaly which has been maintained over the years without review. We concluded that there is no longer any merit in retaining the current practice particularly as very few people made use of it. The waiving of the fee will however be retained for candidates standing for elections in the City.
3. This report provides Members with some background information on waiving the administrative fee and seeks your approval to the practice now being retained for electoral candidates only.

#### **RECOMMENDATION**

4. It is recommended that the waiver of the fee for processing Freedom applications for candidates who appear on the Ward List be dispensed with generally.

#### **MAIN REPORT**

1. Applicants for the Freedom of the City are required to pay a fee of £100 for processing an application. This fee does not apply to applicants who appear on the Ward List (City of London Electoral Roll).

2. Authority for waiving the Freedom application fee for those appearing on the Ward List was approved by the Court of Common Council on 15<sup>th</sup> July 1965. At that time the Court resolved "*that the Chamberlain be directed to admit to the Freedom of the City, without fee and without further order from this Court, all persons making application for that purpose, whose names are upon the Ward Lists for the City of London*". Prior to this there had been a tradition, since 1856, of the fee being charged at a lesser rate. The move was designed to widen the franchise. It was seen as a means of encouraging more participation in the governance of the City, reducing potential criticism of the Freedom qualification for Common Councilmen and Aldermen and making it less of an impediment for those wishing to stand for election to the Court of Common Council.
3. In addition to the fee being waived Ward List candidates have not needed the prior approval of the Court of Common Council to enable them to be admitted to the Freedom. This is the same arrangement that applies to candidates receiving the freedom by Patrimony and servitude
4. The number of people receiving the freedom as Ward List candidates in the last five years are as follows:-
 

2010	55
2011	36
2012	55
2013	49
2014	29

So far for 2015, 45 people have received the Freedom in this manner.

5. Like other applicants, those applying for the Freedom via the Ward List require two nominators who have to be either Liverymen or Members of the City Corporation (Lord Mayor, Sheriffs, Aldermen, Common Councilmen).
6. The statutory requirement for candidates standing for election as a Common Councilman or an Alderman in the City to be a Freeman has been raised over the years. Concerns have been expressed that the qualification could be used as a method of preserving perceptions of the City of London Corporation as a "Club" or a closed shop. To address this, a scheme was brought in whereby the City Corporation facilitates perspective candidates becoming Freeman automatically to enable them to be eligible to stand in the ward elections. To accommodate this further, the status of those entitled to nominate perspective candidates was widened from Members of the City Corporation and liverymen to anyone who could sign for a passport application.
7. In line with its enhanced role of monitoring the Freedom Applications process your Committee has reviewed the policy on waiving the fee applicable to applicants of the Freedom who appear on the Ward List. The Committee is of the view that the waiver is an historical anomaly which has been maintained over the years without review. It concluded that there was no longer any merit in retaining the current practice particularly as very few people made use of it. It was however of the view that whilst the practice should be dispensed with



generally, it should be retained for candidates standing for elections in the City.  
The Court's approval is required to alter the policy.

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

DATED this 13<sup>th</sup> day of October 2015.

SIGNED on behalf of the Committee.

**Sir David Wootton, Alderman**  
Chairman, Freedom Applications Committee

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## Report – Barbican Centre Board Amendments to Terms of Reference

*To be presented on Thursday, 3<sup>rd</sup> December 2015*

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

### **SUMMARY**

1. The Barbican Centre Board has reviewed its constitution and governance arrangements and has developed a number of proposals to enhance its effectiveness.
2. Your Policy and Resources Committee has also considered these proposals and concurs with the recommendations the Barbican Centre Board has made.
3. It is therefore proposed to amend the Terms of Reference of the Barbican Centre Board:
  - to enable the appointment of up to two more external Members (while adjusting quorums to ensure City control)
  - and to indicate foreseen skill/background deficits when advertising vacancies to the Court - while recognising the absolute freedom the Court has to appoint whoever it sees fit.

### **RECOMMENDATION**

4. Members are asked to:
  - endorse the use of a role description when advertising vacancies to Members of the Court of Common Council; and
  - approve amendments to the Barbican Centre Board's Terms of Reference as set out at Annex A (set out in red text), to permit the appointment of up to two additional external Members and make adjustments to the quorum to ensure a Common Council majority in any voting matter.

## MAIN REPORT

### Background

1. In September 2008, the Court of Common Council approved a proposal from the Barbican Centre Board to modify substantially its governance. The proposals included the introduction of term limits, the establishment of Finance and Nominations Committees, and the appointment of up to five external members. [This increased the size of the Board to eighteen.] The currently approved Terms of Reference, including membership, are set out at Annex A (with the proposed amendments marked in red).
2. The new arrangements have worked well; however, in considering the future it has become clear that the Barbican Centre faces new and increasingly difficult challenges in a variety of areas. These include:
  - *Financial* – in light of the progressive reduction in City funding e.g. through the Service Based Review process.
  - *Commercial* – as, to raise revenue, the Centre is increasingly moving into new marketplaces e.g. in touring exhibitions overseas and in retail.
  - *Unreached Audiences* – because, in order to fulfil its vision of Arts Without Boundaries and to obtain more funding from the public and private sectors, the Centre needs to engage more effectively with audiences not currently reached.
  - *Digital* – as the Arts audience is rapidly moving online for accessing programming information, for buying tickets, for accessing and creating content, and for interacting via social media.

### Proposal

3. The Board reviewed its membership in the light of the foregoing and concluded that it would be greatly assisted in its task of providing strategic leadership and challenge to Barbican Centre management if it were able to:
  - i) appoint up to two additional external members (quorums would be adjusted to ensure City control); and
  - ii) indicate any particular skills/background of which the Board was in need when advertising vacancies to the Court – whilst recognising the absolute discretion which the Court has to appoint whoever it wishes to the Board.
4. In order to ensure that Common Councilmen retain the controlling interest in decision-making, the Board has also proposed to amend the quorum of the Board to “any five Members, provided Common Councilmen are in the majority.” This would continue to ensure that external Members never hold the majority on any voting matter. The proposed amendments to the terms of reference are highlighted in red text at Annex A.
5. It is also asked that endorsement be given to the use of a role specification when advertising the Board’s vacancies to the Court in future. This would be updated on a regular basis to reflect the skills that the Board identifies as lacking amongst its current Membership, either through discussions or through skills audits.

6. The process of identifying any prospective candidates in respect of external vacancies would be undertaken in the normal manner by the Barbican Centre Board's Nominations Committee, with all proposals then subject to the final consideration of the Board.

**Conclusion**

7. These proposals are intended to enhance the effectiveness of the Barbican Centre Board by allowing for additional expertise and strategic leadership at what is a time of significant change, both for the arts world and the Centre itself. Your Policy and Resources Committee has considered the proposed amendments and is satisfied that they represent a sensible move; the Court of Common Council is recommended to approve the changes accordingly.

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

DATED this 19<sup>th</sup> day of November 2015.

SIGNED on behalf of the Board.

**John Tomlinson, Deputy**  
Chairman, Barbican Centre Board

**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 **Up to seven** 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, **provided Common Councilmen are in the majority.**

**3. Membership 2015/16**

- |    |     |  |
|----|-----|--|
| 10 | (3) | Jeremy Paul Mayhew                     |
| 5  | (3) | John Tomlinson, Deputy                 |
| 5  | (2) | Tom Hoffman                            |
| 2  | (2) | Judith Lindsay Pleasance               |
| 5  | (2) | Dr Giles Robert Evelyn Shilson, Deputy |
| 8  | (1) | Catherine McGuinness, Deputy           |
| 1  | (1) | Wendy Mead, O.B.E.                     |
| 1  | (1) | Tom Sleigh                             |

Together with:-

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

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

**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.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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