

PLEASE BRING THIS AGENDA WITH YOU

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



## COMMON COUNCIL

SIR/MADAM,

You are desired to be at a Court of Common Council, at **GUILDHALL**, on  
**THURSDAY** next, the **23rd day of June, 2016**.

JOHN BARRADELL,  
*Town Clerk & Chief Executive.*

*Guildhall,  
Wednesday 15th June 2016*

William Anthony Bowater Russell

Professor Michael Raymond Mainelli



*Aldermen on the Rota*

1 **Apologies**

2 **Declarations by Members under the Code of Conduct in respect of any items on the agenda**

3 **Minutes**

To agree the minutes of the meeting of the Court of Common Council held on 12 May 2016.

**For Decision**  
(Pages 1 - 14)

4 **Resolutions on Retirements, Congratulatory Resolutions, Memorials**

5 **Mayoral Visits**

The Right Honourable The Lord Mayor to report on his recent overseas visits.

6 **Policy Statement**

To receive a statement from the Chairman of the Policy and Resources Committee.

7 **Docquets for the Hospital Seal**

8 **The Freedom of the City**

To consider a circulated list of applications for the Freedom of the City.

**For Decision**  
(Pages 15 - 20)

9 **Resolutions of the Annual Wardmotes**

To consider Resolutions of the Annual Wardmotes from the Wards of Bishopsgate, Broad Street, Candlewick, Cheap, Farringdon Within, Farringdon Without and Portsoken.

**For Decision**  
(Pages 21 - 22)

10 **Legislation**

To receive a report setting out measures introduced into Parliament which may have an effect on the services provided by the City Corporation.

**For Information**  
(Pages 23 - 24)

11 **Appointments**

To consider the following appointments:

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

- (A) Three Members on the **Outside Bodies Sub (Policy and Resources) Committee**, for one year terms expiring in April 2017.

**Nominations received:-**

John Alfred Barker, O.B.E., Deputy

John George Stewart Scott, J.P.

James Richard Tumbridge

- (B) Three Members on **Christ's Hospital**, for four year terms expiring in January 2020.

**Nominations received:-**

\*Vivienne Littlechild, J.P.

- (C) Two Members on the **Court of City University**, for three year terms expiring in June 2019.

**Nominations received:-**

\*Mark Boleat

\*Dr Giles Robert Evelyn Shilson, Deputy

**For Decision**

12 **Questions**

13 **Motions**

14 **Awards and Prizes**

15 **Policy and Resources Committee**

To consider reports of the Policy and Resources Committee, as follows:

- (A) **Statutory Dismissal Procedures for the Head of Paid Service, Monitoring Officer and Chief Financial Officer** – concerning the implementation of new procedures and proposing associated amendments to Standing Orders.

**For Decision**

(Pages 25 - 36)

- (B) **Management of the City Educational Trust Fund and the City of London Corporation Combined Education Charity** – concerning the arrangements for oversight of the two charitable funds and proposing amendments to the Terms of Reference of the Community & Children's Services Committee and the Education Board.

**For Decision**

(Pages 37 - 40)

- (C) **Central Criminal Court Reporting Lines** – proposing the creation of a new sub-committee and associated amendments to the Policy and Resources Committee's Terms of Reference.

**For Decision**

(Pages 41 - 46)

- (D) **Report of Urgent Action Taken: Election of Deputy Chairmen** – to note action taken under urgency procedures in approving amendments to Standing Order No.30, concerning the appointment of Deputy Chairmen to the Policy and Resources Committee.

**For Information**

(Pages 47 - 54)

- 16 **Hospitality Working Party of the Policy and Resources Committee**  
To consider reports of the Hospitality Working Party of the Policy and Resources Committee, as follows:
- (A) **Applications for the Use of Guildhall** – to note the prior approval of the listed applications for the use of Guildhall.  
**For Information**  
(Pages 55 - 56)
- (B) **Applications for Hospitality** – to consider one recommendation concerning the provision of hospitality, to coincide with a meeting of the Association of Commonwealth Speakers.  
**For Decision**  
(Pages 57 - 58)
- 17 **Standards Committee**  
To receive the annual report providing a summary of the Standards Committee's activities over the year.  
**For Information**  
(Pages 59 - 64)
- MOTION**
- 18 **By the Chief Commoner**  
That the public be excluded from the meeting for the following items of business below on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act, 1972, or which fall under paragraph 100A(2) of the Local Government Act 1972 relating to confidential information that would be disclosed in breach of an obligation of confidence by a department of Her Majesty's Government.  
**For Decision**
- 19 **Non-Public Minutes**  
To agree the non-public minutes of the meeting of the Court held on 12 May 2016.  
**For Decision**  
(Pages 65 - 68)
- 20 **Hospitality Working Party of the Policy and Resources Committee**  
The Chief Commoner to be heard in relation to the provision of hospitality.  
**For Decision**
- 21 **Finance Committee**  
To consider a report concerning the award of a corporate security contract.  
**For Decision**  
(Pages 69 - 72)



## MOUNTEVANS, MAYOR

# COURT OF COMMON COUNCIL

**12th May 2016**  
**MEMBERS PRESENT**

### ALDERMEN

Nicholas Anstee  
Sir Michael David Bear  
Sheriff Charles Bowman  
Peter Estlin  
John Garbutt  
Sir Roger Gifford  
Alison Gowman

David Andrew Graves  
Timothy Russell Hailes JP  
Gordon Warwick Haines  
Vincent Thomas Keaveny  
Ian David Luder JP  
Professor Michael Raymond Mainelli

Julian Henry Malins QC  
The Rt Hon the Lord Mayor, The Lord  
Mountevans, Jeffrey Evans  
William Anthony Bowater Russell  
Sir David Hugh Wootton  
Sir Alan Colin Drake Yarrow

### COMMONERS

Randall Keith Anderson  
John Alfred Barker, OBE, 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,  
Deputy  
Nigel Kenneth Challis  
Henry Nicholas Almroth Colthurst  
Dennis Cotgrove  
Alexander Cameron Deane, Deputy  
William Harry Dove OBE, Deputy  
Simon D'Olier Duckworth, OBE, DL  
The Revd Dr Martin Raymond  
Dudley  
Peter Gerard Dunphy  
Emma Edhem

Anthony Noel Eskenzi, CBE,  
Deputy  
Anne Helen Fairweather  
John William Fletcher  
Stuart John Fraser, CBE  
Marianne Bernadette Fredericks  
Lucy Frew  
George Marr Flemington Gillon  
Stanley Ginsburg, JP, Deputy  
The Revd Stephen Decatur  
Haines, Deputy  
Brian Nicholas Harris, Deputy  
Graeme Harrower  
Christopher Michael Hayward  
Tom Hoffman  
Ann Holmes  
Robert Picton Seymour Howard  
Michael Hudson  
Wendy Hyde  
Jamie Ingham Clark, Deputy  
Clare James  
Vivienne Littlechild JP  
Oliver Arthur Wynlane 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  
Gareth Wynford Moore  
Hugh Fenton Morris  
Sylvia Doreen Moys  
Joyce Carruthers Nash, OBE,  
Deputy  
Barbara Patricia Newman, CBE  
Graham David Packham  
Dhruv Patel  
Ann Marjorie Francescia  
Pembroke  
Judith Pleasance  
James Henry George Pollard,  
Deputy

Richard David Regan, OBE,  
Deputy  
Elizabeth Rogula, Deputy  
Virginia Rounding  
James de Sausmarez  
John George Stewart Scott, JP  
Jeremy Lewis Simons  
Graeme Martyn Smith  
Sir Michael Snyder  
Angela Mary Starling  
Patrick Thomas Streeter  
John Tomlinson, Deputy  
James Richard Tumbridge  
Michael Welbank, MBE  
Mark Raymond Peter Henry  
Delano Wheatley  
Philip Woodhouse

1. Apologies     The apologies of those Members unable to attend this meeting of the Court were noted.
2. Declarations     No declarations were made.
3. Minutes        *Resolved* - That the Minutes of the last Court are correctly recorded.
4. Resolutions     There were no resolutions.

5. Mayoral Visits The Right Honourable the Lord Mayor reported on his recent overseas visits to Brazil, Chile and Cuba.

6. Hospital Seal There were no documents to be sealed.

7. 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:-

|  |  |   |
|--|--|---|
| <p><b>Oliver Sanandres Caballero</b><br/><i>Peter Bernard Hardwick, QHP</i><br/><i>William Harry Dove, OBE, JP, Deputy</i></p> | <p>a Health Safety and Wellbeing Manager<br/><i>Citizen and Barber</i><br/><i>Citizen and Ironmonger</i></p>                   | <p>Little Chalfont, Amersham, Buckinghamshire</p> |
| <p><b>Maxine Merry</b><br/><i>Timothy James Callow</i><br/><i>Michael Peter Cawston</i></p>                                    | <p>a Healthcare Assistant<br/><i>Citizen and Security Professional</i><br/><i>Citizen and Tyler &amp; Bricklayer</i></p>       | <p>HM Tower of London, Tower Hill, London</p>     |
| <p><b>John David Sykes</b><br/><i>Alan Leslie Warman</i><br/><i>Terence Taylor</i></p>   | <p>a Chief Planning Officer, retired<br/><i>Citizen and Clockmaker</i><br/><i>Citizen and Clockmaker</i></p>                   | <p>Witney, Oxfordshire</p>                        |
| <p><b>Wallace Mort</b><br/><i>Frederick Joseph Trowman</i><br/><i>David Robert Boston</i></p>                                  | <p>a Chef, retired<br/><i>Citizen and Loriner</i><br/><i>Citizen and Gold &amp; Silver Wyre Drawer</i></p>                     | <p>Trott Park, South Australia, Australia</p>     |
| <p><b>Dylis Mort</b><br/><i>Frederick Joseph Trowman</i><br/><i>David Robert Boston</i></p>                                    | <p>a Housewife<br/><i>Citizen and Loriner</i><br/><i>Citizen and Gold &amp; Silver Wyre Drawer</i></p>                         | <p>Trott Park, South Australia, Australia</p>     |
| <p><b>Mothusi James Derfel Turner</b><br/><i>Sir Michael Bear, Kt., Ald.</i><br/><i>Lady Barbara Anne Bear</i></p>             | <p>a Civil Servant<br/><i>Citizen and Pavior</i><br/><i>Citizen and Musician</i></p>   | <p>West Hampstead, London</p>                     |
| <p><b>Gerald Riney</b><br/><i>Henry Llewellyn Michael Jones, Deputy</i><br/><i>Marianne Bernadette Fredericks, CC</i></p>      | <p>a Project Manager<br/><i>Citizen and Common Councilman</i><br/><i>Citizen and Baker</i></p>                                 | <p>Sutton, Surrey</p>                             |
| <p><b>Helen Angela Field</b><br/><i>The Rt. Hon The Lord Mayor</i><br/><i>John Dominic Reid, OBE</i></p>                       | <p>The Pageantmaster's Assistant<br/><i>Citizen and Shipwright</i><br/><i>Citizen and Grocer</i></p>                           | <p>Scoulton, Norfolk</p>                          |
| <p><b>John Edwin Baker</b><br/><i>Graham John Peacock</i><br/><i>John Edward Peacock</i></p>                                   | <p>a Food Manufacturing Company Chairman<br/><i>Citizen and Loriner</i><br/><i>Citizen and Loriner</i></p>                     | <p>Cheam, Surrey</p>                              |
| <p><b>Gordon Scott</b><br/><i>Michael Peter Cawston</i><br/><i>George Thomas Morris</i></p>                                    | <p>a Regular Army Warrant Officer, retired<br/><i>Citizen and Tyler &amp; Bricklayer</i><br/><i>Citizen and Plaisterer</i></p> | <p>Copthorne, West Sussex</p>                     |

|  |   |                                  |
|--|---|----------------------------------|
| <b>Naraindra Maharaj</b><br><i>Peter Lionel Raleigh Hewitt, Ald.</i><br><i>Julian Henry Malins, QC, Ald.</i>                       | a Barrister<br><i>Citizen and Woolman</i><br><i>Citizen and Alderman</i>  | Elm Park Gardens, Chelsea        |
| <b>David Christopher Beard</b><br><br><i>Richard Leslie Springford</i><br><i>Iain Reid</i>   | a Shipbroker<br><br><i>Citizen and Carman</i><br><i>Citizen and Educator</i>  | North Road, Tollesbury,<br>Essex |
| <b>Elaine Irene Clack</b><br><i>Anthony John Keith Woodhead</i><br><i>Jack Wigglesworth</i>  | a Pensions Specialist, retired<br><i>Citizen and Tax Adviser</i><br><i>Citizen and World Trader</i>                                   | Wokingham, Berkshire             |
| <b>Kishan Rajesh Devani</b><br><i>Dhruv Patel, CC</i><br><i>Christopher Michael Hayward, CC</i>                                    | a Business Consultant<br><i>Citizen and Clothworker</i><br><i>Citizen and Pattenmaker</i>   | Ruislip, Middlesex               |
| <b>The Hon. Louisa Caroline Sarah Vincent</b><br><i>William Anthony Bowater Russell, Ald.</i><br><i>Peter Kenneth Estlin, Ald.</i> | an Investment Director<br><br><i>Citizen and Haberdasher</i><br><i>Citizen and International Banker</i>                               | Chilton, Buckinghamshire         |
| <b>Jennifer Susan Binsted</b><br><br><i>Charles Justin Hugheston-Roberts</i><br><i>Paul David Herbage, MBE</i>                     | a Television Makeup Company<br>Director<br><i>Citizen and Cook</i><br><i>Citizen and Cook</i>   | Dulwich, London                  |
| <b>Ronald Victor Clover</b><br><i>Alan Leslie Warman</i><br><i>Terence Taylor</i>  | a Consultant Engineer, retired<br><i>Citizen and Clockmaker</i><br><i>Citizen and Clockmaker</i>                                      | Great Dunmow, Essex              |
| <b>Darren Murray</b><br><i>Ronald Peter Murray</i><br><i>Alan William Mabbutt</i>  | a Surveying Company Director<br><i>Citizen and Firefighter</i><br><i>Citizen and Firefighter</i>                                      | Wickford, Essex                  |
| <b>Poh Cheong Foong</b><br><i>Alan Robert Brumwell</i><br><i>Mark Kennedy Wheeler</i>  | a Financial Adviser, retired<br><i>Citizen and Plumber</i><br><i>Citizen and Plumber</i>  | Romford, Essex                   |
| <b>Yusuf Dourmouh</b><br><i>Gordon Nicholas Beer</i><br><br><i>Colin Arthur Riches</i>   | a Production Director<br><i>Citizen and Gold &amp; Silver Wyre<br/>Drawer</i><br><i>Citizen and Gold &amp; Silver Wyre<br/>Drawer</i> | Bexley, Kent                     |
| <b>Oliver James Neville</b><br><i>Eric Francis Shawyer</i><br><i>Alexander Maclean Bather</i>                                      | a Commodities Trader<br><i>Citizen and Shipwright</i><br><i>Citizen and Tyler &amp; Bricklayer</i>                                    | South Godstone, Surrey           |
| <b>Simon John Horsington</b><br><i>John Alfred Bennett, Deputy</i><br><i>John Michael Welbank, MBE</i>                             | a Barrister<br><i>Citizen and International Banker</i><br><i>Citizen and Chartered Architect</i>                                      | Islington, London                |
| <b>Daniel William Walker</b><br><br><i>Michael John Lepper</i><br><i>Graham Robert Withers</i>                                     | an Information Technology<br>Company Director<br><i>Citizen and Plaisterer</i><br><i>Citizen and Plaisterer</i>                       | Barnes, London                   |

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|---|--|---|
| <b>Alan John Smith</b><br><i>Stephen Ball</i><br><i>Thomas Doherty</i>  | an Insurance Broker<br><i>Citizen and Insurer</i><br><i>Citizen and Insurer</i>                        | Bishops Stortford,<br>Hertfordshire       |
| <b>John Edward May</b><br><i>Patrick James Turner</i><br><i>Robert Sherwin-Smith</i>  | a Heating Engineer, retired<br><i>Citizen and Gunmaker</i><br><i>Citizen and Air Pilots</i>            | Kings Lynn, Norfolk                       |
| <b>David Joseph O'Reilly</b><br><i>Richard Evans</i><br><i>Henry Nicholas Almroth Colthurst, CC</i>                                   | a Merchant Banker<br><i>Citizen and Educator</i><br><i>Citizen and Grocer</i>                          | Southfields, London                       |
| <b>Raffaele Petrone</b><br><i>Mark Raymond Peter Henry Delano</i><br><i>Wheatley, CC</i><br><i>James Henry George Pollard, Deputy</i> | an Investment Advisory<br>Company Director<br><i>Citizen and Draper</i><br><i>Citizen and Skinner</i>  | Fitzrovia, London                         |
| <b>Trevor Sigsworth</b><br><i>Stephen Ronald Durrant</i><br><i>Thomas Stephen Durrant</i>   | a Gem Stone Dealer<br><i>Citizen and Goldsmith</i><br><i>Citizen and Goldsmith</i>                     | West Norwood, London                      |
| <b>David Montgomery Langshaw</b><br><i>Rex Michael Thornborough, RD*</i><br><i>Oliver Arthur Wynlayne Lodge, CC, TD</i>               | a Stockbroker<br><i>Citizen and Gardener</i><br><i>Citizen and Pewterer</i>                            | Reading, Berkshire                        |
| <b>Wayne Edward Ingram</b><br><i>Michael Richard Adkins</i><br><i>Stanley Brown, QGM, TD</i>  | a Paramedic<br><i>Citizen and Water Conservator</i><br><i>Citizen and Loriner</i>                      | Portland, Dorset                          |
| <b>Claire Victoria Adams-<br/>Zuurbier</b><br><i>Stuart John Fraser, CBE, CC</i><br><i>Brian Nicholas Harris, Deputy</i>              | a Computer Company Head of<br>Development<br><i>Citizen and Fletcher</i><br><i>Citizen and Glazier</i> | Ashtead, Surrey                           |
| <b>Robert James Adams</b><br><i>Nicholas Graham Fraser</i><br><i>Brian Nicholas Harris, Deputy</i>                                    | an Information Technology<br>Manager<br><i>Citizen and Loriner</i><br><i>Citizen and Glazier</i>       | Ashtead, Surrey                           |
| <b>David Baldwin</b><br><i>Gerald Albert George Pulman, JP</i><br><i>Michael Bowmer</i>   | a Financial Adviser, retired<br><i>Citizen and Basketmaker</i><br><i>Citizen and Musician</i>          | Aldenham, Nr. Watford,<br>Hertfordshire   |
| <b>Stuart Edward Phillips</b><br><i>Suzanne Clare Jones</i><br><i>Douglas Gordon Fleming Barrow,</i><br><i>Deputy</i>                 | a City of London Police Officer<br><i>Citizen and Baker</i><br><i>Citizen and Shipwright</i>           | Circular Road South,<br>Colchester, Essex |
| <b>Atlanta Wardell-Yerburgh</b><br><i>Anthony John Keith Woodhead</i><br><i>Peter Reginald Allcard</i>                                | a Counsellor<br><i>Citizen and Tax Adviser</i><br><i>Citizen and Blacksmith</i>                        | Hammersmith, London                       |
| <b>Alan Sanford</b><br><i>Leslie Gordon Alwyne Clarke</i><br><i>Frederick James Carey</i>   | a Regular Army Officer, retired<br><i>Citizen and Plaisterer</i><br><i>Citizen and Plaisterer</i>      | Erith, Kent                               |



|  |   |                       |
|--|---|-----------------------|
| <b>Commander Charles Richard Guy</b><br><i>Mark Anthony Grove</i><br><i>David Andrew Harry McGregor Smith, CBE</i>                   | a Royal Naval Officer<br><br><i>Citizen and Cook</i><br><i>Citizen and Cook</i>                       | Portsmouth, Hampshire |
| <b>His Honour Judge Andrew Robert Collender, QC</b><br><i>Judge Richard Marks</i><br><i>Lesley Faith Bradshaw</i>                    | a Circuit Judge<br><br><i>Citizen and Cook</i><br><i>Citizen and Cooper</i>                           | Putney, London        |
| <b>His Excellency Diego Antonio Gomez Pickering, KCVO</b><br><i>Sir Alan Colin Drake Yarrow, Ald.</i><br><i>Elizabeth Rogula, CC</i> | The Ambassador of Mexico<br><br><i>Citizen and Fishmonger</i><br><i>Citizen and Common Councilman</i> | Belgravia, London     |
| <b>Marc Robert Jones</b><br><i>Mark Anthony Grove</i><br><i>David Andrew Harry McGregor Smith, CBE</i>                               | a Royal Naval Officer<br><br><i>Citizen and Cook</i><br><i>Citizen and Cook</i>                       | Portsmouth, Hampshire |

Read.

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

8. Legislation The Court received a report on measures introduced by Parliament which might have an effect on the services provided by the City Corporation as follows:-

**Subordinate Legislation**

| <b>Title</b>  | <b>with effect from</b> |
|---|-------------------------|
| The Building (Amendment) Regulations 2016, S.I. No. 490   | 9 May 2016              |
| The Tobacco and Related Products Regulations 2016, S.I. No. 507   | 20 May 2016             |
| The Social Security Administration Act 1992 (Local Authority Investigations) Regulations 2016, S.I. No. 519 | 24 May 2016             |

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

9. Ballot Results The Town Clerk reported the results of several ballots taken at the last Court, as follows:-

- (A) **Policy and Resources Committee** (five vacancies for four year terms expiring in April 2020).

|                                       | <b>Votes</b> |
|---------------------------------------|--------------|
| Simon D'Olier Duckworth, O.B.E., D.L. | 57           |
| Marianne Bernadette Fredericks        | 39           |
| Catherine McGuinness, Deputy          | 71           |

|  |    |
|--|----|
| James Henry George Pollard, Deputy     | 35 |
| Virginia Rounding                      | 21 |
| Dr Giles Robert Evelyn Shilson, Deputy | 42 |
| Jeremy Lewis Simons                    | 28 |
| Thomas Charles Christopher Sleigh      | 69 |
| Patrick Thomas Streeter                | 5  |
| James Richard Tumbridge                | 25 |

Read.

Whereupon the Lord Mayor declared Simon Duckworth, Marianne Fredericks, Deputy Catherine McGuinness, Deputy Dr Giles Shilson and Tom Sleigh to be appointed to the Policy and Resources Committee.

- (B) **Hospitality Working Party of the Policy and Resources Committee** (one vacancy for a four year term expiring in April 2020).

|                                      | <b>Votes</b> |
|--------------------------------------|--------------|
| William Barrie Fraser, O.B.E, Deputy | 89           |
| Ann Marjorie Francesca Pembroke      | 17           |

Read.

Whereupon the Lord Mayor declared Deputy Bill Fraser to be appointed to the Hospitality Working Party.

- (C) **Investment Committee** (three vacancies for four year terms expiring in April 2020).

|                                      | <b>Votes</b> |
|--------------------------------------|--------------|
| Nicholas Michael Bensted-Smith, J.P. | 57           |
| Keith David Forbes Bottomley         | 51           |
| Tom Hoffman                          | 46           |
| Ann Holmes                           | 25           |
| Michael Hudson                       | 17           |
| Clare James                          | 56           |

Read.

Whereupon the Lord Mayor declared Nicholas Bensted-Smith, Keith Bottomley and Clare James to be appointed to the Investment Committee.

- (D) **Audit and Risk Management Committee** (three vacancies for four year terms expiring in April 2020).

|                                  | <b>Votes</b> |
|----------------------------------|--------------|
| Randall Keith Anderson           | 19           |
| Keith David Forbes Bottomley     | 39           |
| Nigel Kenneth Challis            | 60           |
| Henry Nicholas Almroth Colthurst | 40           |

|                           |    |
|---------------------------|----|
| Peter Estlin, Alderman    | 61 |
| Gregory Percy Jones, Q.C. | 34 |

Read.

Whereupon the Lord Mayor declared Nigel Challis, Henry Colthurst and Alderman Peter Estlin to be appointed to the Audit and Risk Management Committee.

- (E) **Police Committee** (two vacancies for four year terms expiring in April 2020).

|                                       | <b>Votes</b> |
|---------------------------------------|--------------|
| Simon D'Olier Duckworth, O.B.E., D.L. | 62           |
| Emma Edhem                            | 48           |
| Christopher Michael Hayward           | 49           |
| James Richard Tumbridge               | 28           |

Read.

Whereupon the Lord Mayor declared Simon Duckworth and Chris Hayward to be appointed to the Police Committee.

- (F) **Gresham (City Side) Committee** (three vacancies for four year terms expiring in April 2020).

|                                   | <b>Votes</b> |
|-----------------------------------|--------------|
| John Alfred Bennett, Deputy       | 56           |
| Tom Hoffman                       | 58           |
| Brian Nicholas Harris, Deputy     | 57           |
| Charles Edward Lord, O.B.E., J.P. | 39           |
| Jeremy Paul Mayhew                | 46           |

Read.

Whereupon the Lord Mayor declared Deputy John Bennett, Tom Hoffman and Deputy Brian Harris to be appointed to the Gresham (City Side) Committee.

- (G) Two Members to the **Barbican Centre Board** (two vacancies for three year terms expiring in April 2019).

|                                    | <b>Votes</b> |
|------------------------------------|--------------|
| Anne Helen Fairweather             | 9            |
| Vivienne Littlechild, J.P.         | 32           |
| Charles Edward Lord, O.B.E., J.P.  | 30           |
| James Henry George Pollard, Deputy | 27           |
| John George Stewart Scott, J.P.    | 19           |
| Jeremy Lewis Simons                | 23           |
| John Tomlinson, Deputy             | 43           |

Read.

Whereupon the Lord Mayor declared Vivienne Littlechild and Deputy John Tomlinson to be appointed to the Barbican Centre Board.

- (H) **City Bridge Trust Committee** (three vacancies for four year terms expiring in April 2020).

|  | <b>Votes</b> |
|--|--------------|
| William Harry Dove, O.B.E., J.P., Deputy | 73           |
| Anne Helen Fairweather                   | 45           |
| Stanley Ginsburg, J.P., Deputy           | 59           |
| Ian Christopher Norman Seaton            | 82           |

Read.

Whereupon the Lord Mayor declared Deputy Billy Dove, Deputy Stanley Ginsburg and Ian Seaton to be appointed to the City Bridge Trust Committee.

- (I) **Standards Committee** (three vacancies for four year terms expiring in April 2020).

|                                     | <b>Votes</b> |
|-------------------------------------|--------------|
| Nigel Kenneth Challis               | 71           |
| Michael Hudson                      | 37           |
| Jamie Ingham Clark, Deputy          | 67           |
| Alastair John Naisbitt King, Deputy | 71           |

Read.

Whereupon the Lord Mayor declared Nigel Challis, Deputy Jamie Ingham Clark and Deputy Alistair King to be appointed to the Standards Committee.

- (J) **Education Board** (three vacancies for four year terms expiring in April 2020).

|                            | <b>Votes</b> |
|----------------------------|--------------|
| Randall Keith Anderson     | 20           |
| Stuart John Fraser, C.B.E. | 62           |
| Peter Estlin, Alderman     | 80           |
| Ann Holmes                 | 60           |
| Philip John Woodhouse      | 57           |

Read.

Whereupon the Lord Mayor declared Stuart Fraser, Alderman Peter Estlin and Ann Holmes to be appointed to the Education Board.

- (K) **Livery Committee** (four vacancies for three year terms expiring in June 2019, subject to the confirmation of Common Hall).

|                                    | <b>Votes</b> |
|------------------------------------|--------------|
| John Alfred Barker, O.B.E., Deputy | 30           |

|                                       |    |
|---------------------------------------|----|
| William Barrie Fraser, O.B.E., Deputy | 64 |
| Christopher Michael Hayward           | 66 |
| Wendy Mead, O.B.E.                    | 77 |
| Dhruv Patel                           | 51 |
| Judith Lindsay Pleasance              | 58 |

Read.

Whereupon the Lord Mayor declared Deputy Bill Fraser, Chris Hayward, Wendy Mead and Judith Pleasance to be nominated to the Livery Committee.

- (L) **Markets Committee** (three vacancies for one year terms expiring in April 2017).

|                                    | <b>Votes</b> |
|------------------------------------|--------------|
| Randall Keith Anderson             | 61           |
| John Alfred Barker, O.B.E., Deputy | 47           |
| Ann Holmes                         | 79           |
| Adam Fox McCloud Richardson        | 62           |

Read.

Whereupon the Lord Mayor declared Randall Anderson, Ann Holmes and Adam Richardson to be appointed to the Markets Committee.

10.  
Appointments  
to Committees  
and Outside  
Bodies

The Court proceeded to consider appointments to various committees and outside bodies. It was noted that Michael Hudson's name had been printed in error against item (E), with Members advised that the name of Randall Anderson should have been printed instead.

A point of order was raised concerning the length of time which should be made available for Members to submit nominations in respect of vacancies, whilst noting that the provisions of Standing Order 25(2) made no reference to any minimum period. The Lord Mayor responded and ruled that the appointments should proceed.

- (A) **Board of Governors of the Guildhall School of Music and Drama** (one vacancy for a three year term expiring in April 2019).

**Nominations received:-**  
Stuart John Fraser, C.B.E.

Read.

Whereupon the Lord Mayor declared Stuart Fraser to be appointed to the Board of Governors of the Guildhall School of Music and Drama.

- (B) **Community and Children's Services Committee** (two vacancies for one year terms expiring in April 2017).

**Nominations received:-**

Alex Bain-Stewart, J.P.

Read.

Whereupon the Lord Mayor declared Alex Bain-Stewart to be appointed to the Community and Children's Services Committee.

- (C) One Member on the **Establishment Committee**, for a one year term expiring in April 2017.

**Nominations received:-**

Mark Boleat

Read.

Whereupon the Lord Mayor declared Mark Boleat to be appointed to the Establishment Committee.

- (D) Two Members on the **Health and Social Care Scrutiny Committee**, for four year terms expiring in April 2020.

**Nominations received:-**

Michael Hudson

Read.

Whereupon the Lord Mayor declared Michael Hudson to be appointed to the Health and Social Care Scrutiny Committee.

- (E) Three Members on **Christ's Hospital**, for four year terms expiring in January 2020.

**Nominations received:-**

Randall Keith Anderson

Read.

Whereupon the Lord Mayor declared Randall Anderson to be appointed to Christ's Hospital.

- (F) One Member on the **City of London Reserve Forces and Cadets Association**, for a three year term expiring in May 2019.

*\*denotes a Member standing for reappointment*

**Nominations received:-**

\*John William Fletcher

Read.

Whereupon the Lord Mayor declared John Fletcher to be appointed to the City of London Reserve Forces and Cadets Association.

- (G) One Member on the **London Road Safety Council**, for a four year term expiring in April 2020.

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

**Nominations received:-**

\*Alison Jane Gowman, Alderman

Read.

Whereupon the Lord Mayor declared Alderman Alison Gowman to be appointed to the London Road Safety Council.

- (H) One Member on the **Richard Reeves Foundation**, for a four year term expiring in May 2020.

**Nominations received:-**

Michael Hudson

Read.

Whereupon the Lord Mayor declared Michael Hudson to be appointed to the Richard Reeves Foundation.

11. Questions

**Electoral Registration**

Deputy Alex Deane asked a question of the Policy and Resources Committee concerning the electoral registration of those using shared office space in the City.

In reply, the Chairman explained that under the terms of the City of London (Various Powers) Act 1957, qualifying bodies including sole traders and partnerships must occupy premises as owner or tenant to be eligible to register. It would be for the Town Clerk to determine applications and consider whether there was a genuine tenancy in each case and therefore whether it was possible to confer voting rights. He encouraged all Members to direct any potential cases to the Town Clerk's office and highlighted the work that the City Occupiers Database team was doing to identify and provide information to businesses who might be affected.

In response to further supplementary questions, the Chairman expressed his agreement that the evolving ways in which businesses were operating and using office space in the City were not sufficiently captured by the current legislation, noting however that it would be potentially difficult and time-consuming to amend primary legislation. He also thanked James Tumbridge for his offer to provide access to previous work he had been involved with, which had looked at interpreting the relevant legislation in relation to tenancies and which might provide assistance in this area.

The Chairman reassured Members that he would be asking officers to explore the potential steps that could be taken to address this issue, including changes to

primary legislation. This report would be considered by the Policy and Resources Committee and presented to the Court before the end of the year.

### **Transatlantic Trade and Investment Partnership**

William Campbell-Taylor asked a question of the Policy and Resources Committee regarding the City Corporation's support for the Transatlantic Trade and Investment Partnership (TTIP) deal.

In reply, the Chairman observed that the UK financial services industry was strongly in favour of TTIP and the inclusion of financial services within it, advising that the City Corporation was supportive of this position. He highlighted the particular support for the UK and EU objectives of including regulatory cooperation in financial services within TTIP, to avoid issues stemming from US/EU regulatory divergence.

William Campbell-Taylor took the opportunity to ask a supplementary question, regarding the concerns many had expressed as to the potential negative impact on public services and the environment. Responding, the Chairman cautioned that there was a significant amount of misinformation in the public realm and drew attention to recent articles, including one in The Economist which clarified that the principal beneficiaries of TTIP would be those on lower incomes. He also added that the deal was subject to negotiation, which meant that the EU would not have anything forced upon it and would undoubtedly reject proposals that were deemed to be undesirable.

12. Motions      There were no motions.

13. Awards and Prizes      There was no report.

## **14. HOSPITALITY WORKING PARTY OF THE POLICY AND RESOURCES COMMITTEE**

**(William Harry Dove, O.B.E., J.P., Deputy)**

12 April 2016

### **(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>       |
|-----------------------------|--------------------------------------|-----------------------|
| The Climate Group           | 28 June 2016<br>29 June 2016         | Conference            |
| Srebrenica Memorial Event   | 11 July 2016                         | Memorial Event        |
| Banks Sadler Ltd            | 23 November 2016<br>24 November 2016 | Graduation            |
| Allied China Europe Society | 28 November 2016                     | Conference and Dinner |



|   |  |                 |
|---|--|-----------------|
| Staff Christmas Lunches                             | 19 December 2016<br>20 December 2016<br>21 December 2016 | Lunch           |
| The Worshipful Company of World Traders             | 23 February 2017   | Lecture         |
| William Reed  | 7 March 2017   | Awards Ceremony |
| The Worshipful Company of International Bankers     | 8 March 2017   | Banquet         |
| City Property Association                           | 23 March 2017  | Lunch           |
| Coventry University London Campus                   | 4 April 2017   | Graduation      |
| The Worshipful Company of Information Technologists | 4 May 2017   | Banquet         |
| Kingsley Napley                                     | 26 May 2017  | Dinner          |
| The Honourable Company of Air Pilots                | 26 October 2017  | Dinner          |

*Resolved* – That the several applications be noted.

12 April 2016

## **(B) Applications for Hospitality**

### **350th Anniversary of the Great Fire of London: Lecture and Reception**

2016 marks the 350th anniversary of the Great Fire of London, one of the most well-known events in British history. The fire devastated the City and led to its almost total reconstruction. The Culture, Heritage and Libraries Department, the Barbican Centre and the Museum of London, in consultation with creative events management company Artichoke, have planned a number of activities, exhibitions, walks and talks to take place throughout the City to coincide with this anniversary.

It was therefore **recommended** that hospitality be granted for a lecture and reception to mark the 350th anniversary of the Great Fire, with arrangements to be made under the auspices of the Hospitality Working Party; the costs to be met from City's Cash and within the approved parameters.

This would be a Committee event.

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

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

*Welbank, M.,  
M.B.E.; Mayhew,  
J.P.*

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

16. **Non-public Minutes**  
*Resolved* – That the non-public Minutes of the last Court are correctly recorded.
17. **Finance Committee**  
The Court approved a report of the Finance Committee concerning the annual pay award for staff at the Museum of London.
18. **Planning and Transportation Committee**  
The Court received a report of the Planning and Transportation Committee advising of action taken in accordance with urgency procedures relative to Tower Bridge.
19. **Property Investment Board**  
The Court approved a report of the Property Investment Board concerning the letting of a Bridge House Estates property.

**The meeting commenced at 1.00 pm and ended at 1.30 pm**

**BARRADELL.**



## List of Applications for the Freedom

To be presented on Thursday, 23<sup>rd</sup> June 2016

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>Ernest Wayne Backus</b><br><i>Judge Patrick Francis Clyne</i><br><i>Peter Liam Cavan</i>                      | an Attorney, retired<br><i>Citizen and Loriner</i><br><i>Citizen and Wax Chandler</i>              | Texas, United States of America          |
| <b>Victoria Louise Attwater</b><br><i>Peter Kenneth Estlin, Ald.</i><br><i>Ian Christopher Norman Seaton, CC</i> | a School Teacher<br><i>Citizen and International Banker</i><br><i>Citizen and Girdler</i>          | Wormley, Godalming, Surrey               |
| <b>John Francis Attwater</b><br><i>Peter Kenneth Estlin, Ald.</i><br><i>Ian Christopher Norman Seaton, CC</i>    | a Headmaster<br><i>Citizen and International Banker</i><br><i>Citizen and Girdler</i>              | Wormley, Godalming, Surrey               |
| <b>Michael Stephen Saunders</b><br><i>Andrew Charles Parmley, Ald.</i><br><i>Gordon Warwick Haines, Ald.</i>     | a Wholesale Company Director<br><i>Citizen and Musician</i><br><i>Citizen and Needlemaker</i>      | Hutton Village, Brentwood, Essex         |
| <b>John Francis Stevenson</b><br><br><i>Roger Keith Mallindine</i><br><i>Daryl Greatrex</i>                      | a Marketing Company Director<br><br><i>Citizen and Distiller</i><br><i>Citizen and Gunmaker</i>    | Hamstead Marshall, Newbury,<br>Berkshire |
| <b>John Burns</b><br><i>John Parry</i><br><i>Kevin Joseph McNicholas</i>   | a Lorry Driver<br><i>Citizen and Loriner</i><br><i>Citizen and Loriner</i>                         | Brentwood, Essex                         |
| <b>Simon David Smith</b><br><i>Michael Richard Butler</i><br><i>Raymond Hollands</i>                             | a Banker<br><i>Citizen and Poulter</i><br><i>Citizen and Poulter</i>                               | Norwich, Norfolk                         |
| <b>Peter Michael Benson</b><br><br><i>Brian Nicholas Harris, Deputy</i><br><i>Neil Graham Redcliffe, Ald.</i>    | a Radio Company Chief<br>Executive<br><i>Citizen and Glazier</i><br><i>Citizen and Basketmaker</i> | Pimlico, London                          |
| <b>Patrick John Aldis Hills</b><br><i>Richard John Hills</i><br><i>Michael Barry Johnson</i>                     | an Insurance Executive<br><i>Citizen and Pewterer</i><br><i>Citizen and Pewterer</i>               | Chilbolton, Stockbridge, Hampshire       |

|   |  |                                   |
|---|--|-----------------------------------|
| <b>Jonathon Mackenzie Graham</b><br><i>Stuart John Fraser, CBE, CC</i><br><i>Philip Woodhouse, CC</i>                       | an Information Technology<br>Consultant<br><i>Citizen and Fletcher</i><br><i>Citizen and Grocer</i>            | Epsom, Surrey                     |
| <b>Verity Louise Mackenzie Graham</b><br><i>Stuart John Fraser, CBE, CC</i><br><i>Philip Woodhouse, CC</i>                  | an Information Technology<br>Consultant<br><i>Citizen and Fletcher</i><br><i>Citizen and Grocer</i>            | Epsom, Surrey                     |
| <b>John Charles Gordon</b><br><i>Michael Pares</i><br><i>Elaine Ann Howard</i>  | a Dental Technician, retired<br><i>Citizen and Builders Merchant</i><br><i>Citizen and Feltmaker</i>           | Bromley, Kent                     |
| <b>Adebayo Oyedeji Alexander Oyediran</b><br><i>Scott Marcus Longman</i><br><i>John Alexander Smail</i>                     | a Singer<br><br><i>Citizen and Blacksmith</i><br><i>Citizen and Distiller</i>                                  | Ramsgate, Kent                    |
| <b>Thomas Smyth Estes</b><br><i>Scott Marcus Longman</i><br><i>John Alexander Smail</i>                                     | an Artist<br><i>Citizen and Blacksmith</i><br><i>Citizen and Distiller</i>                                     | Lambeth, London                   |
| <b>Timothy John Henry Bowling</b><br><i>Leslie Denis Ames</i><br><i>Roy Phillips</i>  | a Stockbroker<br><i>Citizen and Musician</i><br><i>Citizen and Musician</i>                                    | Newdigate, Dorking, Surrey        |
| <b>Norman Elliott Trape, OBE</b><br><i>Michael Richard Adkins</i><br><i>Michael Page</i>                                    | a Senior Civil Servant<br><i>Citizen and Water Conservator</i><br><i>Citizen and Mason</i>                     | Purley, Surrey                    |
| <b>Anne Denise Walker</b><br><i>Patricia Agnes Campfield</i><br><i>Karl James Flanagan</i>                                  | a Practice Manager<br><i>Citizen and Wheelwright</i><br><i>Citizen and Baker</i>                               | Steeple Bumpstead, Suffolk        |
| <b>Colin Gordon Smith</b><br><br><i>Edward Clarence Newman</i><br><i>Stanley Brown, QGM, TD</i>                             | a Telecommunications Project<br>Manager, retired<br><i>Citizen and Loriner</i><br><i>Citizen and Loriner</i>   | Bexleyheath, Kent                 |
| <b>Patricia Mary Olga Newman</b><br><br><i>Geoffrey Douglas Ellis</i><br><i>Wesley Val Hollands</i>                         | a Local Government Officer,<br>retired<br><i>Citizen and Joiner &amp; Ceiler</i><br><i>Citizen and Loriner</i> | Croft Road, Hastings, East Sussex |
| <b>Kevin Todd, MBE, RN</b><br><i>Stanley Brown, QGM, TD</i><br><i>Michael Richard Adkins</i>                                | a Royal Naval Officer, retired<br><i>Citizen and Loriner</i><br><i>Citizen and Water Conservator</i>           | Stubbington, Fareham, Hampshire   |
| <b>Alexander Edward Richard Buhagiar</b><br><i>Stuart John Fraser, CBE, CC</i><br><i>Brian Nicholas Harris, Deputy</i>      | a Teacher<br><br><i>Citizen and Fletcher</i><br><i>Citizen and Glazier</i>                                     | Mickleham, Dorking, Surrey        |
| <b>Ian Fook Chai</b><br><i>Sir Francis McWilliams, GBE</i><br><i>Dr Sin Chai</i>  | a Trainee Solicitor<br><i>Citizen and Loriner</i><br><i>Citizen and Apothecary</i>                             | Edinburgh, Scotland               |
| <b>Peter John Hayler</b><br><i>Gerald Albert George Pulman, JP</i><br><i>Roger Arthur Holden Chadwick,</i><br><i>Deputy</i> | a Training Manager, retired<br><i>Citizen and Basketmaker</i><br><i>Citizen and Bowyer</i>                     | Tunbridge Wells, Kent             |

|   |   |                               |
|---|---|-------------------------------|
| <b>Dr Duncan James Barker</b><br><i>Professor Barry Ife, CBE</i><br><i>John Alfred Bennett, Deputy</i>                      | a Head of Development<br><i>Citizen and Musician</i><br><i>Citizen and International Banker</i>           | South Woodford, Redbridge     |
| <b>Catherine Rachel Dyson</b><br><i>Barry Ife, CBE</i><br><i>David Andrew Graves, Ald.</i>                                  | a Deputy Head of Development<br><i>Citizen and Musician</i><br><i>Citizen and Solicitor</i>               | Lambeth, London               |
| <b>Frederick Arthur Kirkman</b><br><i>Edward Clarence Newman</i><br><i>Bernard James Adams</i>                              | a Logistics Manager, retired<br><i>Citizen and Loriner</i><br><i>Citizen and Painter-Stainer</i>          | Gainsborough, Lincolnshire    |
| <b>William Wright Morton</b><br><i>Sir David Wootton, Kt., Ald.</i><br><i>Roger Arthur Holden Chadwick, Deputy</i>          | The Dean of Derry<br><i>Citizen and Fletcher</i><br><i>Citizen and Bowyer</i>                             | Londonderry, Northern Ireland |
| <b>Thomas Roland Bush</b><br><i>Joyce Carruthers Nash, OBE, Deputy</i><br><i>Oliver Arthur Wynlayne Lodge, TD, CC</i>       | a Housing Options Manager<br><i>Citizen and Feltmaker</i><br><i>Citizen and Pewterer</i>                  | Poole, Dorset                 |
| <b>Jeffrey Allan Hill</b><br><i>Barry John Frederick Theobald-Hicks</i><br><i>John James Tunesi of Liongam, The Younger</i> | an Administrator<br><i>Citizen and Scrivener</i><br><i>Citizen and Scrivener</i>                          | Hornchurch, Essex             |
| <b>Adam Lloyd Husain</b><br><i>Alan Roy Willis</i><br><i>Paul Leonard Wickham</i>   | a Student<br><i>Citizen and Baker</i><br><i>Citizen and Baker</i>   | Kensington, London            |
| <b>Mark Nathan Bogod</b><br><i>Alan Roy Willis</i><br><i>Paul Leonard Wickham</i>   | a Student<br><i>Citizen and Baker</i><br><i>Citizen and Baker</i>   | Finchley, London              |
| <b>Jennifer Mary Mann</b><br><i>Barbara Patricia Newman, CBE, CC</i><br><i>Timothy Russell Hailes, Ald., JP</i>             | a Primary School Teacher, retired<br><i>Citizen and Turner</i><br><i>Citizen and International Banker</i> | Hornsey, London               |
| <b>Lee Kevin Birchall</b><br><i>Ashley John Perraton-Williams</i><br><i>Michael Anthony Jones</i>                           | a Staff Nurse<br><i>Citizen and Educator</i><br><i>Citizen and Marketor</i>                               | West Derby, Liverpool         |
| <b>Paul Andrew Bloxham</b><br><i>Emma Charlotte Louise Price</i><br><i>Robert-Jan Temmink</i>                               | a Barristers Clerk<br><i>Citizen and Currier</i><br><i>Citizen and Merchant Taylor</i>                    | Epping, Essex                 |
| <b>Richard Kennett Jordan</b><br><i>Christopher James Caine</i><br><i>Alan Robert Brumwell</i>                              | a Transport Company Director<br><i>Citizen and Maker of Playing Cards</i><br><i>Citizen and Plumber</i>   | Hockley, Essex                |
| <b>Carol Joan Adams</b><br><i>Richard Leslie Springford</i><br><i>Richard Stuart Goddard</i>                                | a Commercial Manager<br><i>Citizen and Carman</i><br><i>Citizen and Shipwright</i>                        | Newbury, Berkshire            |
| <b>Robin Roy Adams</b><br><i>Richard Leslie Springford</i><br><i>Richard Stuart Goddard</i>                                 | a Carpenter<br><i>Citizen and Carman</i><br><i>Citizen and Shipwright</i>                                 | Newbury, Berkshire            |

|  |   |  |
|--|---|--|
| <b>Martin Arthur Brooks</b><br><i>Colin James Bridgen<br/>Jeffrey Charles Williams</i>   | an Aeronautical Test Engineer,<br>retired<br><i>Citizen and Carman<br/>Citizen and Carman</i>       | Lower Morton, Thornbury, South<br>Gloucestershire  |
| <b>David Hugh Jackson, MBE</b><br><i>Sir David Wootton, Kt., Ald.<br/>Roger Arthur Holden Chadwick,<br/>Deputy</i>             | a Local Government Chief<br>Executive<br><i>Citizen and Fletcher<br/>Citizen and Bowyer</i>         | Coleraine, County Londonderry,<br>Northern Ireland |
| <b>Amanda Jane Storey</b><br><i>Neville John Watson<br/>Peter Francis Clark</i>  | a Solicitor<br><i>Citizen and Fletcher<br/>Citizen and Mason</i>                                    | Porton, Salisbury, Wiltshire                       |
| <b>James Jonathan Baker</b><br><i>Graham John Peacock<br/>John Edward Peacock</i>  | a Commercial Director<br><i>Citizen and Loriner<br/>Citizen and Loriner</i>                         | Sidcup, Kent                                       |
| <b>Christopher Marek Coghill</b><br><i>James Henry George Pollard,<br/>Deputy<br/>Simon D'Olier Duckworth, OBE, DL,<br/>CC</i> | a City of London Police Officer<br><i>Citizen and Skinner<br/>Citizen and Skinner</i>               | Ealing, London                                     |
| <b>Nicholas John Louras</b><br><i>George Raymond Gibson<br/>Neil Frederick Purcell</i>   | a Writer<br><i>Citizen and Air Pilot<br/>Citizen and Painter-Stainer</i>                            | New York, United States of America                 |
| <b>Robert James Devine</b><br><i>George Raymond Gibson<br/>Neil Frederick Purcell</i>  | an International Affairs Consultant<br><i>Citizen and Air Pilot<br/>Citizen and Painter-Stainer</i> | Texas, United States of America                    |
| <b>Jacqueline Alexandria Buchan</b><br><i>Michael Alan Rutherford<br/>Simon Jonathan Mark Burrows</i>                          | a Civil Servant<br><i>Citizen and Management Consultant<br/>Citizen and Framework Knitter</i>       | Harrow, Middlesex                                  |
| <b>Alan Thomas O'Doherty</b><br><i>Jack Edward Benjamin Bunyer<br/>David Brown</i>   | a Solicitor<br><i>Citizen and Horner<br/>Citizen and Horner</i>                                     | Marylebone, London                                 |
| <b>Stephen Bil</b><br><i>Richard Leslie Springford<br/>Richard Stuart Goddard</i>  | a Marine Engineer<br><i>Citizen and Carman<br/>Citizen and Shipwright</i>                           | Pangbourne-on-Thames, Berkshire                    |
| <b>Joseph Dennis Allison</b><br><i>Henry Llewellyn Michael Jones,<br/>Deputy<br/>William Barrie Fraser, OBE, Deputy</i>        | a Site Manager<br><i>Citizen and Common Councilman<br/>Citizen and Gardener</i>                     | Barking, Essex                                     |
| <b>Christopher Evan Clayton<br/>Davis</b><br><i>Neville John Watson<br/>Peter Francis Clark</i>                                | an Architect<br><i>Citizen and Fletcher<br/>Citizen and Mason</i>                                   | Overy, Dorchester-on-Thames,<br>Wallingford , Oxon |
| <b>Richard John Gover</b><br><i>Colin James Bridgen<br/>Jeffrey Charles Williams</i>   | a Refrigeration Engineer, retired<br><i>Citizen and Carman<br/>Citizen and Carman</i>               | Sea Mills, Bristol                                 |
| <b>Shane Greer</b><br><i>Adam Fox McCloud Richardson, CC<br/>Matthew Charles Falco Lombardi<br/>Richardson, Ald.</i>           | a Publisher<br><i>Citizen and Common Councilman<br/>Citizen and Wax Chandler</i>                    | Virginia, United States of America                 |

**William Seth McClelland** a Property Developer Washington DC, United States of America  
*Adam Fox McCloud Richardson, CC Citizen and Common Councilman*  
*Matthew Charles Falco Lombardi Citizen and Wax Chandler*  
*Richardson, Ald.*

**Lloyd Joseph Campbell** a Psychologist London  
*Adam Fox McCloud Richardson, CC Citizen and Common Councilman*  
*Matthew Charles Falco Lombardi Citizen and Wax Chandler*  
*Richardson, Ald.*

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### Resolutions from the Annual Wardmotes

*To be presented on Thursday, 23<sup>rd</sup> June 2016*

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

The Resolutions from the Annual Wardmotes are set out below for the consideration of the Court:-

#### **From the Ward of Bishopsgate**

“That the Grand Court of Common Council do consider the provision of further facilities for the charging of electric cars within the City of London in general and in particular within the Ward of Bishopsgate.”

#### **From the Ward of Broad Street**

“That, at the last Wardmote very great concern was expressed regarding the level of litter and blocking of pavements from smokers and ‘vapers’. The litter and blocking of pavements from groups of smokers causes much disturbance to local occupiers, especially those in the area local to New Broad Street.

The City of London Corporation is therefore asked to confirm:

1. What action will be taken to ensure that litter (especially from smokers) will not accumulate on pavements?
2. What action will be taken to raise the awareness of smokers to the prohibition on littering the streets and to discourage them from blocking pavements when smoking?
3. That the City of London Police will be encouraged to use its powers under environmental legislation to issue Fixed Penalty Notices to litterers.

#### **From the Ward of Candlewick**

“That the Planning and Transportation Committee be asked to improve the arrangements for access to St Swithin’s Lane such that the bollards controlled by N M Rothschild on behalf of the City of London Corporation are raised only in times of high alert and that when they are raised they are physically manned so that access is clearly available to those visiting other businesses in St Swithin’s Lane.”

#### **From the Ward of Cheap**

“That once again great concern be expressed at the serious lack of Post Offices within the Ward of Cheap and within the City generally. The Corporation is strongly urged to continue its efforts to ensure that adequate Post Office facilities are provided throughout the City.”

### **From the Ward of Farringdon Within**

“This Wardmote deplores the City Corporation’s lack of progress in addressing the problem of night-time noise and disturbance to residents of Cloth Fair, which was the subject of a resolution passed at our Ward Mote twelve months ago. In particular, we are concerned that, following consultation with residents and other local stakeholders, a paper to the Streets and Walkways Sub-committee setting out a proposed solution was withdrawn, without discussion, following a representation from Smithfield Market. We recognise that the interests of residents and businesses can at times be difficult to balance, but consider that on this occasion longstanding residential concerns are being ignored. We therefore urge the Planning and Transportation Committee to undertake, as a matter of urgency, to find a solution whereby neither taxis nor market vehicles need to access a narrow residential street in the middle of the night and can use instead more suitable space available in West Smithfield and around the Market itself.”

### **From the Ward of Farringdon Without**

“The electors of the Ward of Farringdon Without place on record their opposition to the decision of the Streets & Walkways Sub-Committee held on 22 February 2016 to make experimental Traffic Orders under section 9 of the Road Traffic Regulation Act 1984, so that Tudor Street at its junction with New Bridge Street is closed to motor vehicles, Bridewell Place is returned to two-way traffic and contra flow cycling is removed from Kingscote Street and Watergate.

The electors wish to place on record their concerns about the serious impact this decision will have on access and egress to the Temple, the heart of the legal profession within the ward, and the risk to the health and safety of all road users and pedestrians in the area.”

### **From the Ward of Portsoken (i)**

“That this Wardmote requests that the City of London enquire as to why the drafting of the planning consent in respect of double glazing works at Mansell Street Estate was not robust enough to enable the City to use legal means to protect the residents from noise and dust impact during structural demolition and construction.

This Wardmote further requests that the City of London provides recommendations to ensure that, in future, the wording of planning documents is robust enough to enable, when necessary, the City to use all appropriate legal means to protect residents from unnecessary nuisance caused by demolition and construction.”

### **From the Ward of Portsoken (ii)**

“That, as road closures in the Ward of Portsoken have become intolerable with all traffic adversely affected, especially the buses on which residents and workers in the Ward rely, can the City confirm it is engaging world class traffic management consultants to keep traffic moving in this world class city.”

*(N.B. Following their consideration at the Grand Court of Wardmote, these Resolutions have informally been referred to officers of the relevant Service Committees, so as to assist them in responding without delay following their formal consideration by the Court of Common Council and its relevant Committees.)*

### Report – City Remembrancer

#### Measures introduced into Parliament which may have an effect on the services provided by the City Corporation

*To be presented on Thursday, 23<sup>rd</sup> June 2016*

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

| <b><u>Measure</u></b>  | <b><u>Date in force</u></b> |
|--|-----------------------------|
| <b>The Information as to Provision of Education (England) Regulations 2016, S.I. No. 555</b><br>The Regulations amend the requirement for local authorities (including the Common Council when acting in that capacity) to report annually to the Secretary of State on the provision on schooling in their areas, so as to include additional information about capital expenditure and capacity by year group. | 31 May 2016                 |
| <b>The Licensing Act 2003 (Her Majesty The Queen’s Birthday Licensing Hours) Order 2016, S.I. No. 591</b><br>The Order permitted licensed premises to remain open until 1 a.m. from 10 to 12 June in celebration of Her Majesty’s birthday.  | 17 May 2016                 |
| <b>The Private Water Supplies (England) Regulations 2016, S.I. No. 618</b><br>The Regulations consolidate, with minor amendments, the legislation regulating the quality of private water supplies for domestic use. Local authorities (including the Common Council when acting in that capacity) are principally responsible for enforcing the Regulations.  | 27 June 2016                |

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

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## ITEM 15(A)

### Report – Policy and Resources Committee

## Statutory Dismissal Procedures for the Head of Paid Service, Monitoring Officer and Chief Financial Officer

*To be presented on Thursday, 23<sup>rd</sup> June 2016*

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

### **SUMMARY**

The Local Authorities (Standing Orders) (England) (Amendments) Regulations 2015 (“the 2015 Regulations”) amended the process by which disciplinary action can be taken in respect of the Head of Paid Service (Town Clerk), Section 151 Officer (Chamberlain) and Monitoring Officer (Comptroller and City Solicitor) (hereafter referred to as “Statutory Officers”). The Regulations now only cover dismissal of these officers, rather than all formal disciplinary or capability matters.

The Establishment Committee has agreed that any complaints regarding the Statutory Officers should be considered by the Chairmen of the Policy and Resources, Finance and Establishment Committees. These Chairmen will have responsibility for managing and overseeing the investigation of complaints (but no direct role in the investigation itself) and would consider the appropriate action to be taken.

Their options are: to determine that no action is necessary; to determine that some disciplinary action short of dismissal may be necessary; or to determine that dismissal of the Statutory Officer is a possibility.

In the event of dismissal being an action which is considered, the Regulations require that the Court of Common Council takes the final decision in the matter. This would include considering the findings of any investigation, any representations from the Statutory Officer involved and, crucially, the findings of a Panel (which must include Independent Persons). Therefore, to comply with the Regulations, a Statutory Officer Review Panel (the Panel) must be created.

To ensure that the Panel maintains independence from any single Committee, it is proposed that it be created as a Grand Committee of the Court. To ensure that there is no unnecessary delay in convening a meeting of the Panel, it is recommended that appointment to the Panel be by virtue of holding certain offices (the Chief Commoner and the Chairmen of the Planning and Transportation, Port Health and Environmental Services, Markets and Police Committees), along with any two of three Independent Persons appointed to advise the Standards Committee. The proposed Terms of Reference and composition of the Panel are set out at Appendix 1.

The current drafting of the relevant Standing Order (Standing Order 63) is as set out by legislation and is silent as to the investigative procedure to follow in the event of

such disciplinary action being required. Therefore, it is proposed that this Standing Order be deleted in entirety and replaced with a new Standing Order (set out at Appendix 2) which sets out the full process to be followed in such matters. As the Committee comprises solely of Committee Chairmen and the Chief Commoner, an amendment is also required to Standing Order 29(3) to add this Panel to the list of those Committees of which a Member can hold Chairmanship while being Chairman of another Committee.

To avoid contradiction, it is also recommended to add this Committee as an exception to the rule within Standing Order 29(3) which states that no ex-officio Member can Chair a Committee. Finally, to avoid contradiction it is recommended to amend Standing Order 29(7) to state that ex-officio Members can vote in the election of Chairman for the Statutory Officer Review Panel.

## **RECOMMENDATION**

It is **recommended** that the Court:

- a) Agrees to the creation of a Statutory Officer Review Panel, with Terms of Reference as set out at Appendix 1.
- b) Agrees to the amendment of Standing Order 63 in line with the terms set out in Appendix 2.
- c) Agrees to the addition of the Statutory Officer Review Panel to the list of those Committees in Standing Order 29(3) of which a Member can hold Chairmanship while being Chairman of another Committee, and to amend Standing Order 29(3) to state that “no ex-officio Member of a Committee is eligible to be Chairman of the Committee, except for the Statutory Officer Review Panel.”
- d) Agrees to amend Standing Order 29(7) to add the Statutory Officer Review Panel to the list of those Committees in which ex-officio Members are eligible to vote in the election of Chairman.

## **MAIN REPORT**

### **Background**

1. The Local Authorities (Standing Orders) (England) (Amendments) Regulations 2015 require that all Local Authorities (which the City of London Corporation is considered to be by the legislation) amend Standing Orders to ensure that they state that the ‘relevant body’ (the Court of Common Council for the Corporation) is responsible for approving dismissal of the Head of Paid Service, Section 151 Officer and the Monitoring Officer. Dismissal of any of these Statutory Officers must be approved by way of a vote at a meeting of the Authority provided it takes into account:
  - any advice, views or recommendations of a Panel
  - the conclusions of any investigation
  - any representations from the relevant officer concerned
2. The Court of Common Council agreed the amendment to Standing Orders in line with the 2015 Regulations in June 2015.

3. Dismissal for the purposes of the 2015 Regulations does not include redundancy, permanent ill health or infirmity of mind or body and does not include failure to renew a contract of employment for a fixed term unless the authority has undertaken to renew such a contract. It does include conduct and capability dismissals.

#### **Current Position**

4. A report was submitted to the Establishment Committee for consideration in December 2015, as the Committee responsible for all matters relating to the employment of City of London Corporation employees (where such matters are not specifically delegated to another Committee). This includes responsibility for disciplinary matters until delegated otherwise. The Establishment Committee agreed to specific proposals to comply with the requirements of the 2015 Regulations.
5. The Establishment Committee has agreed that responsibility for considering the action to be taken in relation to complaints received about these three Officers should be the responsibility of the Chairmen of the Policy and Resources Committee, the Finance Committee and the Establishment Committee.
6. In the event that a formal investigation is required, it is anticipated that these three aforementioned Chairmen would have responsibility for commissioning the investigation (but have no direct role in the investigation itself), and for considering any appropriate action as a result of the investigation's findings. The options are: to determine that no action is necessary; to determine that some disciplinary action short of dismissal may be necessary; or to determine that dismissal of the Statutory Officer is a possibility.
7. The 2015 Regulations require these arrangements to be followed in relation to complaints which may result in dismissal. However, in most situations, preliminary work will need to be undertaken to determine whether a complaint could lead to potential dismissal. Therefore, it is proposed that the three aforementioned Chairmen are responsible for the management and oversight of the investigation of all complaints against the Statutory Officers.

#### **Creation of a Statutory Officer Review Panel**

8. The 2015 Regulations require that, in considering the dismissal of a Statutory Officer, the Court of Common Council must consider the views or recommendations of a Panel (including Independent Persons), along with the conclusions of any investigations into the proposed dismissal and any representations from the Statutory Officer.
9. In the event of such disciplinary action being required, it would be wise to ensure that the process is not unnecessarily delayed by needing to wait until the next meeting of the Court to formally appoint Members to the Panel (or requiring the Town Clerk, who may be the Officer who is subject of the investigation, to take a decision on the Membership of the Panel under urgency). Therefore, it is recommended that appointment to the Panel be based on holding certain Chairmanships.

10. It is possible that the investigation of the complaint may involve the interviewing of the Chairman of a Committee. In this instance, it would be expected that the Chairman would stand down from involvement in the Panel. To ensure that this can happen without the Panel becoming too small to reasonably consider the issue, it is proposed that the Panel consist of the Chief Commoner and four Committee Chairmen. In addition, regulations require that the Panel includes at least two Independent Persons. It is suggested it be open for any two of the three serve as availability allows, to ensure that a reasonable quorum can be set and achieved. Therefore, it is proposed that the Panel comprises:
  - the Chief Commoner for the time being;
  - Chairman of Planning and Transportation Committee for the time being;
  - Chairman of Port Health and Environmental Services Committee for the time being;
  - Chairman of Markets Committee for the time being;
  - Chairman of Police Committee for the time being;
  - Any two of the three Independent Persons appointed to advise the Standards Committee.
11. These are the senior Chairmen by the order listed in the Members' Pocketbook, excluding the Chairmen of Policy and Resources and Finance Committees, who would be involved in the investigation. This arrangement ensures that there is no delay in convening the Panel due to the Court first needing to appoint Members to it.
12. Proposed Terms of Reference for the Panel are set out at Appendix 1.

#### **Statutory Officer Disciplinary Procedure**

13. In light of the amendments to the disciplinary procedure, the Statutory Officer Disciplinary Procedure was amended. The Officers concerned were consulted and this was considered and approved by the Establishment Committee on 9 June 2016.

#### **Amendment to Standing Orders**

14. The 2015 Regulations set out specific text which should be included within Standing Orders. Policy and Resources Committee delegated authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to review the Standing Order to reflect the procedures that would be put in place. Exercise of this delegated authority was delayed until the Disciplinary Procedure referred to above had been developed.
15. The current drafting of the relevant Standing Order (Standing Order 63) is as set out by legislation and is silent as to the investigative procedure to follow in the event of such disciplinary action being required. Therefore, it is proposed that this Standing Order be deleted in entirety and replaced with a new Standing Order which sets out the full process to be followed in such matters.
16. This proposed new version of Standing Order 63 is set out at Appendix 2. This amended version of the Standing Order was agreed under delegated by the



Town Clerk, in consultation with the Chairman and Deputy Chairman of the Policy and Resources Committee.

17. As currently drafted, all Members of the Panel are either Grand Committee Chairmen or the Chief Commoner and are thus ineligible to be Chairman of another Grand Committee. Therefore, it is necessary to add the Statutory Officer Review Panel to the list of Committees of which a Member can hold the Chairmanship while also holding Chairmanship of another Grand Committee, set out at Standing Order 29(3).
18. To avoid contradiction, it is also necessary to add a caveat to the third bullet point of Standing Order 29(3), so that this states that “no ex-officio Member of a Committee is eligible to be Chairman of the Committee, with the exception of the Statutory Officer Review Panel.”
19. Finally, to avoid contradiction it is also necessary to amend Standing Order 29(7) to add the Statutory Officer Review Panel to the list of Committees in which ex-officio Members are allowed to vote in the election of Chairman.

#### **Representations by Statutory Officer**

20. The regulations are clear that the Court of Common Council, in considering the potential dismissal of one of the Statutory Officers, must take into account any representations made by the officer. While it is anticipated that the officer would make written representations to the Court of Common Council, it would not be reasonable to prevent an officer from responding orally to allegations made against them when dismissal is being considered. Officers are not usually permitted to address the Court. However, an exception would clearly need to be made in this instance.

#### **Proposals**

21. There is a need to finalise the arrangements for taking disciplinary action against the three Statutory Officers in light of the 2015 Regulations. Members are asked to consider and agree the recommendations in order that the revised arrangements can be put in place.

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

22. The 2015 Regulations have reduced the statutory requirements in relation to disciplinary matters. This is in line with the City Corporation’s HR Strategy to simplify and standardise HR policies and procedures. The 2015 Regulations provide the opportunity to review the current procedures that apply to the Statutory Officers and to bring these in line with the City Corporation’s Managing People standards and principles whilst at the same time ensuring compliance with the new statutory requirements.

#### **Conclusion**

23. There is a requirement to comply with the new 2015 Regulations in relation to the statutory dismissal procedures for the Head of Paid Service, Monitoring Officer and Section 151 Officer. It is therefore recommended that the Court agrees to the creation of a Statutory Officer Review Panel and necessary

consequent changes to Standing Orders to allow the necessary arrangements to be put into place.

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

DATED this 13<sup>th</sup> day of June 2016.

SIGNED on behalf of the Committee.

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

### **Appendices**

- Appendix 1 – Statutory Officer Dismissal Panel Terms of Reference
- Appendix 2 – Standing Order 63 (amended)

**STATUTORY OFFICER REVIEW PANEL**

1. **Constitution**

A Non-Ward Committee consisting of,

- The Chief Commoner for the time being
- The Chairman of the Planning and Transportation Committee for the time being
- The Chairman of the Port Health and Environmental Services Committee for the time being
- The Chairman of the Markets Committee for the time being
- The Chairman of the Police Committee for the time being
- Two of the three Independent Persons appointed to advise the Standards Committee

2. **Quorum**

The quorum consists of any three Members, including one Independent Person.

3. **Terms of Reference**

To make recommendations to the Chairmen of the Policy and Resources Committee, Finance Committee and Establishment Committee regarding the dismissal of the Head of Paid Service (Town Clerk and Chief Executive), Monitoring Officer (Comptroller and City Solicitor) or Section 151 Officer (Chamberlain).

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## 63. Disciplinary Action

1. In the following paragraphs:
  - a. “Chief Finance Officer”, “Disciplinary Action”, “Head of the Authority’s Paid Service” and “Monitoring Officer” have the same meaning as in regulation 2 of the Local Authorities (Standing Orders) (England) Regulations 2001;
  - b. “Relevant Officer” means the Head of Paid Service (Town Clerk), Chief Finance Officer (Chamberlain) or Monitoring Officer (Comptroller and City Solicitor), as the case may be.
  - c. “Commissioning Chairmen” means the Chairmen of the Policy and Resources Committee, Finance Committee and Establishment Committee.
  - d. “independent person” means a person appointed under section 28(7) of the Localism Act 2011;
  - e. “the Panel” means a Committee appointed by the Court of Common Council under section 102(4) of the Local Government Act 1972 for the purposes of advising the Court of Common Council on matters relating to the dismissal of Relevant Officers of the City of London Corporation;
  - f. “Relevant Meeting” means a meeting of the Court to consider whether or not to approve a proposal to dismiss a Relevant Officer; and
  - g. “The Regulations” mean the Local Authorities (Standing Orders) (England) (Amendments) Regulations 2015
  - h. “Local Government Elector” means a person registered as a local government elector in the register of electors for the City of London Corporation are in accordance with the Representation of the People Acts;
2. A Relevant Officer may not be dismissed by the City of London Corporation unless the procedure set out in the following paragraphs is complied with.
3. Any complaints regarding the Relevant Officers will be considered by the Commissioning Chairmen. The Commissioning Chairmen will manage and oversee the investigation of these complaints and determine the appropriate action to take.
4. Where the Commissioning Chairmen consider there is a case to be answered that could result in dismissal, a meeting of the Panel will be convened.
5. If the Commissioning Chairmen then recommend the dismissal of a Relevant Officer, the Regulations require that the decision to dismiss is approved by the Court of Common Council. The Regulations require that the Court of Common Council considers:
  - a. any advice, views or recommendations of a properly appointed Panel (the Statutory Officer Review Panel);
  - b. the conclusions of any investigation into the proposed dismissal; and
  - c. any representations from the Relevant Officer.
6. The Court of Common Council must invite relevant independent persons to be considered for appointment to the Panel, with a view to appointing at least two such persons to the Panel. “Relevant independent person” means any

independent person who has been appointed by the Court of Common Council or, where there are fewer than two such persons, such independent persons as have been appointed by another authority or authorities as the Court of Common Council considers appropriate. This role will be fulfilled by the Independent Persons appointed to advise the Standards Committee.

7. The Statutory Officer Review Panel comprises the following Members of the Court of Common Council:
  - The Chief Commoner;
  - Chairman of Planning and Transportation Committee;
  - Chairman of Port Health and Environmental Services Committee;
  - Chairman of the Markets Committee;
  - Chairman of the Police Committee;
  - two of the three Independent Persons appointed to advise the Standards Committee.
8. The Regulations state that the Independent Persons must be appointed to the Panel in accordance with the following priority order (subject to such relevant independent persons who accepting the invitation):
  - a. a relevant independent person who has been appointed by the Court of Common Council and who is a local government elector;
  - b. any other relevant independent person who has been appointed by the Court of Common Council;
  - c. a relevant independent person who has been appointed by another authority or authorities.
9. The Court of Common Council must appoint any Panel at least 20 working days before the relevant meeting. In the event that this requirement sets a deadline for appointment of the Panel which falls between the first meeting of the Court of Common Council in any municipal year and the election of the Chairman of any of the Committees specified at Paragraph 7 above, the Chairman of the Committee for the previous municipal year will be considered to continue to serve as the Chairman of the Committee and therefore be appointed to the Panel.
10. The role of the Panel is to review the findings of the disciplinary investigation and report of the Commissioning Chairmen including any representations made by the Relevant Officer. The Panel is then to provide its advice, views or recommendations to the Commissioning Chairmen.
11. Any remuneration, allowances or fees paid by the City of London Corporation to an independent person appointed to the Panel must not exceed the level of remuneration, allowances or fees payable to that independent person in respect of that person's role as independent person under the Localism Act 2011.
12. If dismissal is proposed, the Commissioning Chairmen will report to the Court of Common Council with the findings of the investigation and the advice, views or recommendations of the Panel. The Relevant Officer will have the opportunity to

make representations. Any action to dismiss the officer must be agreed through a vote of the Court.

13. Officers shall ensure that consideration of any disciplinary action relating to a Statutory Officer, including possible dismissal, shall comply with the provisions contained within the City of London Corporation's Statutory Officer Disciplinary Procedure.

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## ITEM 15(B)

### Report – Policy and Resources Committee

## Management of the City Educational Trust Fund and the City of London Corporation Combined Education Charity

*To be presented on Thursday, 23<sup>rd</sup> June 2016*

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

#### **SUMMARY**

This report recommends that Members agree some proposed amendments to the terms of reference of the Education Board and the Community and Children's Services Committee. It is proposed that the Education Board be appointed as the Grand Committee responsible for those charities, and that it appoint an Education Charity Sub (Education Board) Committee to oversee the application of funds from those charities. The Community and Children's Services Committee will be responsible for making recommendations to the Education Board on any policy adopted for the application of those funds, and appointing some of its membership to serve on the Education Charity Sub (Education Board) Committee. The report also proposes some minor clarifications to the existing terms of reference.

#### **RECOMMENDATION(S)**

That the proposed amendments to the terms of reference of both the Education Board and Community and Children's Services Committee be approved as set out in the appendix.

#### **MAIN REPORT**

1. Under the City of London Corporation's recent Effectiveness of Grants Service Based Review, it was proposed that the Education Board and the Community and Children's Services Committee exercise joint responsibility for two education charities, the City Educational Trust Fund and the City of London Corporation Combined Education Charity ("the Combined Education Charity"). It is the City's usual practice to delegate the principal administration and management of each charity (including the award of grants) to a named Grand Committee, accepting that certain functions under the City's corporate governance framework remain within the purview of other Committees in accordance with their terms of reference.
2. It was envisaged that in practice the responsibility for managing those two charities would be exercised by a sub-committee of either the Education Board or the Community and Children's Services Committee, and that the membership of that sub-committee be composed of members from both the Board and the Community and Children's Services Committee.
3. However, the Court can only effectively delegate the exercise of particular charitable trustee functions to one of its Committees at any one time. This is to

ensure that there is clear accountability for any decisions and actions taken under delegated authority affecting the administration of the charity, and to enable the expedient conduct of the charity's business in the best interests of the charity's beneficiaries. Officers therefore recommend that the terms of reference should make it clear that principal management of those charities is the responsibility of a single Grand Committee (reflecting the arrangements which were in place prior to the Corporate Grants Service Based Review).

4. Therefore, it is proposed that the Education Board is given that responsibility in respect of the management of the two charities, given their educational character, and that the charitable grant-making activity in respect of each charity be undertaken by a sub-committee of the Board. In recognition of the Community and Children's Services Committee's role as the Grand Committee responsible for the City of London Corporation's statutory education function, it is further proposed that the sub committee appointed by the Board should have membership drawn from both the Board and the Community and Children's Services Committee. Furthermore, it is proposed that the Community and Children's Services Committee be authorised to make recommendations to the Education Board on the policy to be adopted for the application of funds from both charities, although the final decision as to any policy to be adopted will lie with the Education Board consistent with its management responsibilities in respect of each charity.
5. Lastly, the opportunity has been taken to clarify some associated wording within the terms of reference of both the Board and the Community and Children's Services Committee. Proposed amendments and deletions are clearly marked as set out within the appendix.

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

DATED this 19<sup>th</sup> day of May 2016.

SIGNED on behalf of the Committee.

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

## Proposed Amended Terms of Reference

Proposed additional text is underlined and proposed deletions are ~~struck through~~.

### Education Board

#### 4. Terms of Reference

- (a) To monitor and review the City of London Education Strategy, and to oversee its implementation in consultation with the appropriate City of London Committees; referring any proposed changes to the Court of Common Council for approval;
- (b) To oversee generally the City of London Corporation's education activities; consulting with those Committees where education responsibilities are expressly provided for within the terms of reference of those Committees and liaising with the City's affiliated schools and co-sponsors;
- (c) To be responsible for the oversight and monitoring of the City of London Corporation's sponsorship of its Academies, including the appointment of academy governors and, where relevant Members, Directors and Trustees;
- (d) The management of The City of London Corporation Combined Education Charity (registered charity no. 312836), subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of the charity's funds;
- (e) The management of the City Educational Trust Fund (registered charity no. 290840), subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of the charity's funds;
- (f) To constitute Sub-Committees in order to consider particular items of business within the terms of reference of the Board, including:-  
  - Education Charity Sub (Education Board) Committee\*
- (g) To recommend to the Court of Common Council candidates for appointment as the City of London Corporation's representative on school governing bodies where nomination rights are granted and which do not fall within the remit of any other Committee;
- (h) To monitor the frameworks for effective accountability, challenge and support in the City Schools\*\*;
- (i) To be responsible for the distribution of funds specifically allocated to it for education purposes, in accordance with the City of London Corporation's strategic policies;
- (j) Oversight of the City of London Corporation's education-business link activities.

\* The constitution of The Education Charity Sub-Committee is set by the Court of Common Council and comprises four Members appointed by the Education Board and four Members appointed by the Community and Children's Services Committee.

\*\*The expression "the City Schools" means those schools for which the City has direct responsibility, as proprietor, sponsor or local authority, namely: The Sir John Cass Foundation Primary School, The City Academy Hackney, ~~the City of London Academies Southwark~~, the City of London Academy Islington, the City of London School, the City of London School for Girls, and the City of London Freeman's School, and the academies managed by the City of London Academies Trust.

### Community and Children's Services Committee

#### 4. Terms of Reference

- To be responsible for:-
- (a) the appointment of the Director of Community & Children's Services;
- (b) the following functions of the City of London Corporation (other than in respect of powers expressly delegated to another committee, sub-committee, board or panel):-
  - Children's Services
  - Adults' Services
  - Education
  - Social Services
  - Social Housing (i.e. the management of the property owned by the City of London Corporation under the Housing Revenue Account and the City Fund in accordance with the requirements of all relevant legislation and the disposal of interests in the City of London Corporation's Housing Estates (pursuant to such policies as are from time to time laid down by the Court of Common Council)
  - public health (within the meaning of the Health and Social Care Act 2012), liaison with health services and

- health scrutiny
  - Sport/Leisure Activities
  - management of the City of London Almshouses (registered charity no 1005857) in accordance with the charity's governing instruments
- and the preparation of all statutory plans relating to those functions and consulting as appropriate on the exercise of those functions;
- (e) ~~the management of The City of London Corporation Combined Education Charity (registered charity no. 312836);~~
- (c) appointing Statutory Panels, Boards and Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-  
Housing Management and Almshouses Sub-Committee  
Health & Social Care Scrutiny Sub-Committee  
Safeguarding Sub-Committee
- (d) the management of The City of London Corporation Combined Relief of Poverty Charity (registered charity no. 1073660);
- (e) To have responsibility for making recommendations to the Education Board on the policy to be adopted for the application of charitable funds from The City of London Corporation Combined Education Charity (registered charity no. 312836) and the City Educational Trust Fund (registered charity no. 290840); and to make appointments to the Sub-Committee established by the Education Board for the purpose of managing those charities.
- (f) the management of the Aldgate Pavilion.

## ITEM 15(C)

### Report – Policy and Resources Committee Central Criminal Court – Reporting Lines

*To be presented on Thursday, 23<sup>rd</sup> June 2016*

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

#### **SUMMARY**

The Central Criminal Court (CCC) does not fit naturally within the existing workload of any single Committee and currently reports to the Corporate Asset Sub (Finance) Committee. The next few years will be a particularly important time for the CCC in view of the extensive refurbishment works planned for the building, as well as the work currently in-hand with the Recorder and Sheriffs to review and improve working arrangements and practices and to extend the community engagement role. Bearing this in mind, the CCC was identified as an area that would benefit from greater coordination and dedicated attention in terms of Member support and oversight.

The Finance Committee, General Purposes Committee of Aldermen and Policy and Resources Committee considered this matter and all Committees agreed that it would be appropriate for the Policy and Resources Committee to create a Sub-Committee to be responsible for the CCC for a period of five years (to April 2021).

To allow this proposal to be enacted, amendment should be made to Committee Terms of Reference. Although the Finance Committee is currently responsible for the CCC, this is not set out explicitly within the Finance Committee's Terms of Reference, so no change is required to that Committee's Terms of Reference to enact this change. To ensure clarity, it is proposed that explicit reference is made to the Central Criminal Court in the Policy and Resources Committee's Terms of References.

#### **RECOMMENDATION**

It is recommended to the Court of Common Council approves the amendment of the Policy and Resources Committee's Terms of Reference to state "For a period of five years, from June 2016 to April 2021, to be responsible for oversight of the management of all matters relating to the Central Criminal Court" (as set out at Appendix 1), to allow this Committee to create a Central Criminal Court Sub-Committee.

#### **MAIN REPORT**

##### **Background**

1. The Central Criminal Court (CCC) does not fit naturally within the existing workload of any single Committee and currently reports to the Corporate Asset Sub (Finance) Committee. Given the extensive refurbishment works planned for the building as well as the work currently in-hand with the Recorder and Sheriffs

to review and improve working arrangements and practices and to extend the community engagement role, the CCC was identified as an area that would benefit from greater Member support and oversight.

### **Current Position**

2. Therefore, the Finance Committee, General Purposes Committee of Aldermen and Policy and Resources Committee considered whether it may be appropriate to amend the reporting lines for the CCC and particularly whether it may be appropriate to create a new Grand Committee which is responsible for the CCC for a period of five years (to April 2021).
3. Both the Finance Committee and the General Purposes Committee of Aldermen agreed that it would be beneficial for a specific body to be created to have responsibility for the work of the CCC, but both Committees agreed that it would be more appropriate for it to be constituted as a Sub-Committee of the Policy and Resources Committee. The Policy and Resources Committee agreed this proposal.
4. The Sub-Committee will comprise:
  - Two Aldermen nominated by the Court of Aldermen;
  - Two Members appointed by the Court of Common Council;
  - One Member appointed by the Policy and Resources Committee;
  - One Member appointed by the Finance Committee;
  - the Recorder and Sheriffs at the Central Criminal Court (Ex-officio) (with the Recorder and any Sheriff who is not a Member of the Court of Common Council not having voting rights)

### **Proposal**

5. To allow this proposal to be enacted, amendment will need to be made to the Terms of Reference of Committees. Although the Finance Committee (through its Corporate Asset Sub-Committee) is presently responsible for the CCC, this is not currently set out explicitly within the Finance Committee's Terms of Reference, so no change is required to that Committee's Terms of Reference to enact this change.
6. To ensure clarity, it is proposed that the Court approves the addition to the Policy and Resources Committee's Terms of Reference of the following clause: "For a period of five years, from June 2016 to April 2021, to be responsible for oversight of the management of all matters relating to the Central Criminal Court."

### **Conclusion**

7. Creating a new Sub-Committee to have responsibility for the work of the CCC will be beneficial for the CCC, and the Finance Committee, General Purposes Committee of Aldermen and the Policy and Resources Committee have agreed that this would be best constituted as a Sub-Committee of the Policy and Resources Committee. The Court is therefore asked to agree the amendment to the Policy and Resources Committee's Terms of Reference to allow this proposal to be enacted.

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

DATED this 19<sup>th</sup> day of May 2016.

SIGNED on behalf of the Committee.

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

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## Policy and Resources Committee - Terms of Reference

*N.B. – Proposed additional text is underlined.*

To be responsible for:-

### General

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

### Resource Allocation

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

### Corporate Assets

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

### Projects

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

### Hospitality

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

### Privileges

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

### Sustainability

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

### (p) Central Criminal Court

For a period of five years, from June 2016 to April 2021, to be responsible for oversight of the management of all matters relating to the Central Criminal Court;

### Sub-Committees

- (q) appointing such Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-
  - \* Resource Allocation
  - Projects
  - Outside Bodies
  - Public Relations and Economic Development
  - Central Criminal Court
  - †Hospitality
  - †Members' Privileges

## Appendix 1

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

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

## ITEM 15(D)

### Report – Policy and Resources Committee

#### Report of Urgent Action Taken: Amendment to Standing Order No.30 – Election of Deputy Chairmen of the Policy and resources Committee

*To be presented on Thursday, 23<sup>rd</sup> June 2016*

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

#### **SUMMARY OF ACTION TAKEN**

1. On 6 December 2012, as part of the post-implementation review of the introduction of the new governance arrangements, the Court of Common Council agreed to the election of three Deputy Chairmen of the Policy and Resources Committee from 2013, and to a process for one of the Deputy Chairmen to be elected as the “Chairman in-waiting” in the last year of the Chairman’s term of office (thereby reducing the lead-in time for the ‘Chairman in-waiting’ of that Committee to one year). The Court of Common Council resolved that this should be achieved by the Policy and Resources Committee establishing a protocol.
2. Consequently, on 24 January 2013 the Policy and Resources Committee considered and approved a protocol for the election of its Deputy Chairmen as requested by the Court. It was agreed that for the final year of the Chairman’s term of office, a two stage election process should be implemented i.e. with the “Chairman in-waiting” being elected at one meeting and the remaining two Deputy Chairmen being elected at the next meeting. The full content of the approved Protocol is attached as Appendix B for your information.
3. Since then an ambiguity was noted in the wording of Standing Order No. 30 as it was currently drafted, in that it could be read as requiring the contemporaneous election of all three Deputy Chairmen, including in the final year of the Chairman’s term of office. In respect of that final year, such an interpretation would not be consistent with the protocol approved by the Policy and Resources Committee on 24 January 2013, under the authority of the Court of Common Council decision of 6 December 2012. Standing Order No. 30 therefore required clarification and amendment to ensure there was no ambiguity regarding the application of the protocol.
4. The Policy and Resources Committee was due to elect its Deputy Chairman in accordance with the agreed Protocol on 19 May 2016, and, in the absence of an amendment to standing orders the process adopted by the Committee for election of its Deputy Chairmen in the final year of the Chairman’s term of office would have been subject to ambiguity and could have given rise to uncertainty regarding adherence to the agreed protocol.

5. Steps were therefore taken to rectify this ahead of the May meeting. The approval of the Court was sought under urgency procedures to amend Standing Order No. 30 as set out in Appendix A to ensure that it was clear and in line with the agreed process.
6. We therefore report that on 16 May 2016 approval was given, in accordance with Standing Order No. 19, to the amendment of Standing Order No. 30 as set out in Appendix A so as to ensure that there was no ambiguity regarding the application of the agreed protocol. The opportunity was also taken to amend the Standing Order to reflect the fact that the Guildhall Improvement Committee no longer existed.

### **RECOMMENDATION**

7. We **recommend** that the urgent action taken be noted.

All of which we submit to the judgment of this Honorable Court.

DATED this 16<sup>th</sup> day of May, 2016.

SIGNED on behalf of the Committee.

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

**Standing Order No. 30**

*The approved additions to the text are underlined and the deletions are ~~struck through~~.*

**30. Deputy Chairman**

1. Each Committee, with the exception of the Policy and Resources Committee, shall have a Deputy Chairman who will, in the absence of the Chairman, have the powers, duties and rights of the Chairman.
2. The Policy and Resources Committee shall have three Deputy Chairmen, one of whom in the absence of the Chairman would have the “statutory Deputy Chairman” role, i.e. to approve decisions under the delegated authority procedures, the urgency procedures and to act in place of the Chairman.
3. In the case of all Committees:-
  - a. the immediate past Chairmen, if in Common Council and if willing to serve, will be Deputy Chairman for the first year upon the election of a new Chairman;
  - b. if the immediate past Chairman is not in Common Council or is not willing to serve in the office, the Deputy Chairman (or Deputy Chairmen in the case of the Policy and Resources Committee) will be elected in accordance with Standing Order Number 30 (5);
  - c. when the immediate past Chairman has completed his year of office as Deputy Chairman, all the Members of the Committee with the exception of the said Deputy Chairman and those who are ineligible by virtue of Standing Order Number 30 (4), are eligible to seek election as Deputy Chairman.
4. A Member is ineligible to seek election as Deputy Chairman of a Ward or Non-Ward Committee (other than a specially appointed Reception Committee) in the following circumstances:-
  - a. no Member who is resident in, or a tenant of, any property owned by the City of London Corporation is eligible to be Deputy Chairman of the Committee or Sub-Committee having control of such property;
  - b. no ex-officio Member of a Committee is eligible to be Deputy Chairman of that Committee except in the case of,
    - the immediate past Chairman for the first year upon election of a new Chairman.
    - ~~the Guildhall Improvement Committee.~~

5. At the first meeting of each Committee following the annual appointment, the Town Clerk will read out a list of Members eligible for election as Deputy Chairman (or Deputy Chairmen in the case of the Policy and Resources Committee). The names shall be read out alphabetically and each of those Members present will be asked if he is willing to serve. However, in respect of Policy and Resources Committee in the final year of the Chairman's term of office, Standing Order No. 30 (9) will be applied where there is any inconsistency between this Standing Order No. 30 (5) and Standing Order No. 30 (9).
6. A Member unable to be present may previously express in writing to the Town Clerk his willingness to serve.
7. The names of those who are willing to serve will be voted on by Ballot, with the exception of the Policy and Resources Committee. The successful candidate will require a majority of the votes cast.
8. The election of the three Deputy Chairmen of the Policy and Resources Committee shall be undertaken as follows:-
  - Where the number of candidates is less than or matches the number of vacancies (i.e. three) the candidates will automatically be treated as being elected to office.
  - Where there are more candidates than vacancies, a ballot will be undertaken with Members indicating their preferred candidate(s). in the case of multiple vacancies, Members can choose not to vote for the maximum number of candidates.
  - Once votes have been cast and counted, any candidate having 50% or more of the number of votes will be elected.
  - Unless the candidates each secure 50% of the vote, the candidate with the least number of votes will drop-out automatically. If there is more than one candidate securing the least but identical number of votes then a ballot will be held between those candidates to determine which one will drop-out. Other candidates may also elect to withdraw at this stage.
  - A further ballot will be held amongst the remaining candidates and any candidate securing 50% or more of the vote will be elected. This process will be repeated until all vacancies are filled

There may come a point in the process where a candidate or candidates with the least number of votes drops out, leaving a number of candidates that matches the number of vacancies. In those circumstances, no further ballot is necessary as the candidates will automatically be treated as being elected to office (without having to secure 50% of the vote).

However, in respect of Policy and Resources Committee in the final year of the Chairman's term of office, Standing Order No. 30 (9) will be applied where there is

any inconsistency between this Standing Order No. 30 (8) and Standing Order No. 30 (9).

9. In respect of Policy and Resources Committee in the final year of the Chairman's term of office the election of the Deputy Chairmen will be undertaken by way of a two stage process as agreed and set out in the Protocol for the Election of Deputy Chairmen of the Policy and Resources Committee.

109. Ex-officio Members of a Committee are not eligible to vote in the election of Deputy Chairman of that Committee other than in the case of the following Committees:-

~~Guildhall Improvement~~

Policy & Resources

Investment (such right being restricted to the Chairman and Deputy Chairman of the Policy & Resources and Finance Committees who have ex-officio places on the Committee)

**Protocol for the Election of Deputy Chairmen**

The Committee and the Court have agreed that the processes for electing Deputy Chairmen (and the 'Chairman in waiting') should be dealt with by way of protocol:-

- a) In each year, the Policy and Resources Committee will have three Deputy Chairmen;
- b) In the first year of a new Chairman's term of office:
  - the outgoing Chairman may exercise his or her right under Standing Orders to become one of the Committee's three Deputy Chairmen. For that year, the outgoing Chairman shall exercise the formal responsibilities of Deputy Chairman of the Committee, i.e. dealing with requests for decisions under the urgency procedures or under delegated authority and chairing meetings of the Committee and/or representing the Chairman at the Court if the Chairman is unavailable;
  - the Committee will elect two further Deputy Chairmen;
- c) In the event that the outgoing Chairman decides not to exercise his or her right to become a Deputy Chairman, the Committee will elect three Deputy Chairmen. The Chairman, in consultation with the three Deputy Chairmen, will decide which of them will exercise the formal responsibilities of Deputy Chairman for the coming year, i.e. dealing with requests for decisions under the urgency procedures or under delegated authority, and chairing meetings of the Committee and/or representing the Chairman at the Court if the Chairman is unavailable;
- d) For subsequent years (excluding the final year of the Chairman's term of office), exercising the formal responsibilities will be rotated amongst the office holders, with the rota being settled by the Chairman, in consultation with the Deputy Chairmen;
- e) It will be customary for the Deputy Chairman having the formal responsibilities to sit beside the Chairman in meetings of the Committee;
- f) In the final year of the Chairman's term of office the Committee will undertake a two-stage election process for the three Deputy Chairmen as follows:-
  - a separate election solely for the position of the Deputy Chairman who is most likely (subject to election at the first meeting) to serve as the Committee's future chairman (i.e. the 'chairman in waiting'). For that year, the individual will exercise the formal responsibilities of Deputy Chairman of the Committee, i.e. dealing with requests for decisions under the urgency procedures or under delegated authority and chairing meetings of the Committee and/or representing the Chairman at the Court if the Chairman is unavailable;



- a further election for the remaining two Deputy Chairmen. This will take place at the next meeting of the Committee as clearly the outcome of the first election may influence a decision on whether to stand and such decisions are best taken after a time for reflection;
- g) in the event that the Committee's Chairman leaves before completing the maximum term of 5 years (for example if he or she decides not to stand for re-election), all three Deputy Chairmen will be required to stand-down once the Chairman has announced his or her intention, although they will remain in office until such time as they are re-elected or a successor elected. This would be followed by the two-stage election process set out in f) above.
- h) In the event of the Chairman resigning or dying in office, the Chairman will be elected at the next meeting. If one of the three Deputy Chairmen is elected Chairman, the vacancy created will be filled at the following meeting.

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## ITEM 16(A)

### Report – Hospitality Working Party of the Policy and Resources Committee

#### Applications for the Use of Guildhall

*To be presented on Thursday, 23<sup>rd</sup> June 2016*

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

#### **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> |
|---|--|-----------------|
| Matthew Richardson                        | 2 July 2016                                  | Dinner          |
| The Championships Wimbledon               | 10 July 2016<br>11 July 2017<br>12 July 2018 | Dinner          |
| City of London Police                     | 19 September 2016<br>20 September 2016       | Conference      |
| The Royal Marines Charity                 | 5 October 2016                               | Dinner          |
| Pearson Teaching Awards Trust             | 22 October 2016<br>23 October 2016           | Awards Ceremony |
| International Wine and Spirit Competition | 16 November 2016                             | Awards Ceremony |
| Chanel                                    | 8 December 2016                              | Dinner          |
| Wine and Spirit Education Trust           | 23 January 2017                              | Awards Ceremony |
| The Worshipful Company of Pavors          | 28 January 2017                              | Dinner          |
| CoL International Women's Day Group       | 3 March 2017                                 | Conference      |
| Parent Community Association              | 18 March 2017                                | Dinner          |
| EC Travel                                 | 7 June 2017                                  | Dinner          |
| Nightingale Hammerson                     | 6 November 2017                              | Dinner          |

DATED this 31<sup>st</sup> May 2016.

SIGNED on behalf of the Working Party.

**Michael Welbank, MBE**  
Chief Commoner and Chairman, Hospitality Working Party

## ITEM 16(B)

### Report – Hospitality Working Party of the Policy and Resources Committee

#### Applications for Hospitality

*To be presented on Thursday, 23<sup>rd</sup> June 2016*

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

#### **Commonwealth Speakers Association Standing Committee Dinner**

The Standing Committee of the Association of Commonwealth Speakers and Presiding Officers are meeting in London from 12 – 14 January 2017. The meeting will be attended by Speakers and Presiding Officers of sixteen national parliaments of Commonwealth countries and will be jointly hosted by the Speaker of the House of Commons and the Speaker of the Seychelles National Assembly. The main aims of the meeting will be to prepare for the biennial conference of Commonwealth Speakers which is to take place in the Seychelles in 2018.

It is proposed that the City Corporation host a tour of Guildhall and dinner on the evening preceding the main working sessions of the meeting. It is therefore recommended that hospitality be granted for a dinner for the Association of the Commonwealth Speakers with arrangements to be made under the auspices of the Hospitality Working Party; the costs to be met from City's Cash and within the approved parameters.

This would be a Committee event.

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

DATED this 4<sup>th</sup> May 2016

SIGNED on behalf of the Working Party.

**Michael Welbank, MBE**  
Chief Commoner and Chairman, Hospitality Working Party

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