

PLEASE BRING THIS AGENDA WITH YOU

1

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 Court of Common Council, at **GUILDHALL**, on **THURSDAY** next, **the 21st day of June, 2012**.

CHRISTOPHER DUFFIELD,  
*Town Clerk & Chief Executive.*

*Guildhall,  
Wednesday 13th June 2012*

Sir Robert Finch

John Garbutt

}

*Aldermen on the Rota*

## 2

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

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

3 Resolutions on Retirements, Congratulatory Resolutions, Memorials, etc.

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

5 Docquets for the Hospital Seal.

6 List of applicants for the Freedom of the City:

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

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

\* denotes appointment

§ denotes less than ten years' service on the Court;

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

< denotes a Member who served on the original Governance Review Working Party.

**(a)** One Member on the Board of Governors of the Museum of London for the balance of a term expiring in November 2013;

|   |      |
|---|------|
| Michael Henderson-Begg                      | 3    |
| Wendy Marilyn Hyde                          | 13   |
| Jeremy Paul Mayhew, M.A., M.B.A.            | 14   |
| Ann Marjorie Francescia Pembroke            | 7    |
| Neil Graham Morgan Redcliffe, Alderman      | 14   |
| John George Stewart Scott, J.P., B.A.(Hons) | 33 * |
| Jeremy Lewis Simons M.Sc.                   | 9    |

N.B. Standing Order No. 10(4)(b) requires the successful candidate to receive 40% of the votes cast. The leading candidate (Mr Scott) did not achieve that. As those candidates who tied for second place have both withdrawn a second ballot is no longer needed and Mr Scott has been appointed.

**(b)** Six Members on the Post Implementation Governance Review Working Party, of which not more than three Members shall have served on the original Governance Review Working Party, at least one Member shall have less than ten years' service on the Court and one Member shall have less than five years' service on the Court;

|    |                                       |      |
|----|---------------------------------------|------|
|    | John Alfred Barker, O.B.E., Deputy    | 33   |
| #  | Douglas Barrow, Deputy                | 57 * |
| §  | Raymond Michael Catt                  | 62 * |
|    | Robin Anthony Eve, O.B.E., Deputy     | 49 * |
|    | Dr. Peter Bernard Hardwick, Q.H.P.    | 31   |
| §  | Michael Hudson                        | 23   |
|    | Sylvia Doreen Moys                    | 25   |
|    | Joyce Carruthers Nash, O.B.E., Deputy | 57 * |
| §  | Jeremy Lewis Simons M.Sc.             | 55 * |
| <# | James Richard Tumbridge               | 48 * |

**(c) One Member on the Port Health & Environmental Services Committee to fill a Ward vacancy;**

|  |                                    |    |
|--|------------------------------------|----|
|  | John Alfred Barker, O.B.E., Deputy | 25 |
|  | Gregory Alfred Lawrence            | 23 |
|  | Peter Leck                         | 18 |
|  | Chris Punter                       | 27 |

N.B. Standing Order No. 10(4)(b) requires the successful candidate to receive 40% of the votes cast. The leading candidate did not achieve that and so a second ballot will be necessary between Deputy Barker and Mr Punter, the two candidates with the highest number of votes.

8 To appoint the following:-

**(a) One Member on the Investment Committee for the balance of a term expiring in April 2015;**

Nominations received:-  
 Martin James Day, B.A., M.Sc., LL.M.  
 Michael Hudson  
 Gerald Albert George Pulman, J.P., Deputy

**(b) One Member on the Hampstead Heath, Highgate Wood & Queen's Park Committee for a four year term expiring in April 2016;**

Nomination received:-  
 John Richard Owen-Ward, M.B.E., Deputy

**(c) One Member on the Society for the Relief of the Homeless Poor for a four year term expiring in July 2014;**

Nomination received:-  
 Dr. Peter Bernard Hardwick, Q.H.P.

**(d) One Member on the London Accident Prevention Council for a four year term expiring in May 2016;**

Nomination received:-  
 Alison Jane Gowman, Alderman

(e) One Member on the Court of the City University for a three year term expiring in June 2015;

Nomination received:-  
Dr Giles Robert Evelyn Shilson, Deputy

9 **QUESTIONS**

10 **MOTIONS**

## **Rates Committees - Reports, etc.**

### **COMMUNITY AND CHILDREN'S SERVICES COMMITTEE (The Revd Dr Martin Raymond Dudley)**

11 **Appointments to Academies**

8 June 2012

In anticipation of the next set of City Corporation appointments to the City Academy Boards of Governors, in consultation with the Policy and Resources Committee, we have reviewed the current process with a view to creating a more efficient and effective arrangement.

We recognise that current appointments expire at the same time and appointments are not made in accordance with the procedures for appointments to outside bodies. We are proposing to adopt these procedures and phase the next set of appointments to all Academy Boards to ensure that a situation does not arise where all appointments expire without renewal. To adopt a more efficient approach for non-City Corporation Member appointments, we are also recommending that the Court delegates its power in this respect to the Community and Children's Services Committee.

A printed and circulated report thereon has therefore been submitted and we commend the recommendations to you.

### **STANDARDS COMMITTEE (His Hon. Dr Colin Kolbert, Independent Member) (Deputy Julian Malins, QC, Deputy Chairman)**

12 **Standards Regime under the Localism Act 2011**

7 June 2012

This report seeks the approval of the Court for the transitional arrangements in respect of the City of London Corporation's standards arrangements, following the introduction of The Localism Act 2011 ("the Act") which will, once fully brought into force, abolish the current standards regime under the Local Government Act 2000.

There remain a number of areas that have not yet been clarified by the Department for Communities and Local Government (DCLG) to enable detailed proposals to be worked up. However, as a code of conduct must be adopted by 1 July 2012, in order to comply with statutory requirements, it is proposed that the City's existing code of conduct (Appendix 1) be re-adopted for the time being, until such time as the regulations defining disclosable pecuniary interests have been made, and a new code of conduct reflecting these provisions can be brought to this Court for consideration and approval. It is also recommended that a revised constitution and terms of reference for the Standards Committee be adopted from the point that section 28 of the Localism Act 2011 comes into force and that three independent persons be appointed from the point that section 28 of the Localism Act 2011 comes into force.

Our recommendation, supported by the Policy and Resources Committees, for a revised constitution and terms of reference can be found at Appendix 2 and Appendix 3 of the separately printed and circulated report and we **recommend** approval thereof.

## **Finance, Policy and Establishment Committees - Reports, etc.**

### **13 POLICY AND RESOURCES COMMITTEE (Mark John Boleat)**

#### **(A) Applications for the Use of Guildhall**

7 June 2012

- 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:-

| <b>Name</b>  | <b>Date</b>               | <b>Function</b> |
|--|---------------------------|-----------------|
| Department of Culture, Media and Sport                   | Friday 27 July 2012       | Reception       |
| International Paralympic Committee                       | Friday 7 September 2012   | Reunion         |
| Human Rights Watch                                       | Wednesday 7 November 2012 | Dinner          |
| The Worshipful Company of International Bankers          | Tuesday 19 February 2013  | Banquet         |
| Brewing, Food & Beverage Industry Suppliers' Association | Tuesday 23 April 2013     | Awards ceremony |

#### **(B) Diamond Jubilee: Budget Increase**

29 May 2012

On Tuesday 5 June 2012, the City of London Corporation hosted receptions at Mansion House in honour of Her Majesty the Queen's Diamond Jubilee.

At the meeting of the Hospitality Working Party on 23 May 2012 it was reported that to enable the speeches at the event to be relayed to the various rooms used, the obtaining of additional toilet facilities and transportation costs for a number of guests would mean that a further £10,000 was needed in excess of the original budget.

This additional sum was approved as a matter of urgency on behalf of this Committee and of the Court and, in accordance with Standing Order No.19, we now report the action taken.

**(C) Arrangements for the Olympic and Paralympic Games**

With the London 2012 Games commencing next month, it has been necessary to consider the City's management arrangements to ensure it can respond effectively to operational demands during this time. Your Policy and Resources Committee has considered the matter and authorised the Town Clerk to take any action necessary in support of the City Corporation's contribution to the Olympic and Paralympic operations, consulting with relevant Members where practicable. A printed and circulated report is submitted for your information.

**(D) Election of the Town Clerk and Chief Executive**

In accordance with Standing Order No. 61(1), the Recruitment Panel established by your Policy and Resources Committee submit a candidate for appointment as the Town Clerk and Chief Executive.

The candidate will appear before the Court of Common Council (in private session) and will give a presentation. Upon the candidate's withdrawal from the Court, a ballot by Members will be held for the appointment. On completion of that, the public will be re-admitted and the decision of the Court can be made known.

Our report has been separately printed and circulated only to Members as its contents include personal information relating to the candidate, which is considered to be exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act, 1972.

**(E) Appointment of Independent Person (Standards)**

7<sup>th</sup> June 2012

Under section 28 of the Localism Act 2011, which will, once fully brought into force, abolish the current standards regime under the Local Government Act 2000, the City must appoint at least one independent person whose views (i) must be sought, and taken into account, by the City before it makes its decision on an allegation that it has decided to investigate; (ii) may be sought by the City in relation to an allegation in other circumstances; and (iii) may be sought by a member against whom an allegation has been made. Given the contrasting roles that an independent person may be asked to perform and taking into account scheduling considerations, it has been recommended that three independent persons be appointed (from the point that section 28 of the Localism Act 2011 comes into force) [Item 12 on the summons]. Independent persons must not have been a member, co-opted member or officer of the authority in the last five years, nor be a relative or close friend of a member, co-opted member or officer.

Vacancies must be advertised, candidates must submit an application and appointments must be approved by a majority of Members of the Court of Common Council. The selection and appointment procedure for the post of Independent Person was approved by your Policy and Resources Committee and thereafter approved by the Court of Common Council (under urgency procedures) in March 2012. Since this time, the selection and appointment process has been progressed with a vacancy advertised in the City AM (hard copy), on the City of London website, the Guardian On-line and the public appointments section on the Cabinet Office website as of 1 May 2012. The deadline for receipt of applications was midday on Friday 18 May 2012, at which point twelve completed applications had been received.

The Selection and Appointment Panel comprising of the Chief Commoner, the Chairman of the General Purposes Committee of Aldermen and a representative of the Chairman of the Policy and Resources Committee met on 31 May 2012 to short-list and thereafter interviews were held on 14 June 2012. The recommended appointments were approved under urgency procedures (Standing Order 41 (a)) by the Policy and Resources Committee.

Given the timescales for conclusion of the selection process and approval by your Committee and this Court of the recommended appointments to the position of Independent Person, information about each of the recommended appointees will be circulated via email.

**We recommend** approval of the three appointments to the position of Independent Person, as per the information circulated via email.

**ESTABLISHMENT COMMITTEE**  
(Deputy John Barker, O.B.E.)

14 **Pay Award 2012/13**

27<sup>th</sup> March 2012

Each year, the recognised Trade Unions submit a pay claim on behalf of the staff to take effect from the 1<sup>st</sup> July in that year. Due to financial pressures across the organisation and the Government's public sector pay policy, pay awards have been minimal in the last three years. The last consolidated pay award was made in 2009 when a 1% increase on basic pay was made to all staff excluding Chief Officers. This was agreed on the basis of productivity savings including the removal of up to three days protected annual leave by the end of 2012.

In 2010, there was no pay award to staff. In 2011, due to the financial pressures faced by the City of London and the government's public sector pay policy, the City made a one-off non-consolidated payment of £250 to staff in grades A-B who are the lowest paid staff within the organisation.

This year, after consulting with the Town Clerk and the Chamberlain, the Establishment Committee felt able to make an offer to staff, subject to the agreement of the Court of Common Council. Whilst accepting that this could not be an across the board cost of living increase, an offer to increase London Weighting was made. This was to be consolidated and was the equivalent of £300 on Inner London Weighting and will be awarded to all staff with the exception of the Senior Management Grade i.e. Chief Officers. The unions felt able to recommend this to their members and have now confirmed that their members have overwhelmingly accepted the offer.

The cost of the offer to increase London Weighting would add £1.13 million to the pay bill (circa 1%) including employer's on-costs. The Chamberlain included this figure in his financial report which was agreed by Finance Committee.

We therefore **recommend** that this Court agree the offer to increase London Weighting by £300 for all staff below the Senior Management Grade from 1<sup>st</sup> July 2012.

*(There will, in the usual way, be a ballot on this item at the time Items 7 and 8 are taken)*

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## WOOTTON, Mayor COURT OF COMMON COUNCIL

THURSDAY, 24<sup>th</sup> MAY, 2012

MEMBERS PRESENT

### ALDERMEN

Anstee, N.J.  
Bear, Sir Michael D., B.Sc.(Eng) M.B.A.  
Evans, J. R.  
Garbutt, J.  
Gifford, M.R.  
Gowman, Miss A.J.  
Graves, D. A.

Hall, B.R.H.  
Hewitt, P  
Howard, Sir David, Bt., M.A., D.Sc.  
Judge, Sir Paul  
Lewis, Sir David, M.A., D.L.  
Luder, I.D., B.Sc.(Econ)  
Parnley, Dr. A.C., Mus.M., Hon.  
G.S.M

Savory, Sir Michael  
Walsh, S., M.A.  
White, J., T.D.  
Woolf, Mrs F., C.B.E.

### COMMONERS

Ayers, K.E. M.B.E., Deputy  
  
Bain-Stewart, A., M.Sc., J.P.  
Barker, J.A., O.B.E, Deputy  
Barrow, D., Deputy  
Bennett J. A., Deputy  
Bird, J.L., O.B.E.  
Boleat, M.J.  
Bradshaw, D.J.  
Brewster, J.W.  
  
Catt, R.M.  
Chadwick, R.A.H.  
Challis, N. K.  
Cressey, N.  
Currie, Miss S.E.M., M.B.E.,  
Deputy  
  
Deane, A.J.C.  
Dove, W.H., M.B.E., J.P.,  
Deputy  
Duckworth, S.D'O. D.L.  
Dudley, Rev. Dr. Martin  
Dunphy, P.G.

Eskenzi, A.N., C.B.E.,  
D.Sc., Deputy  
Eve, R.A., O.B.E., Deputy  
  
Farr, M.C.  
Fletcher, J.W.  
Fraser, S.J.  
Fraser, W.B., O.B.E.,  
Deputy,  
Fredericks, Ms, M.B.  
  
Galloway, A.D., O.B.E.  
Gillon, G.M.F.  
Ginsburg, S., Deputy  
  
Haines, Rev. Stephen, D.,  
M.A. Deputy  
Halliday, Mrs. P.A., O.B.E.,  
Deputy  
Hardwick, Dr. P.B., Q.H.P.  
Harris, B.N.  
Henderson-Begg, M.  
Hoffman, T.D.D., LL.B.  
Howard, R.P.S.  
Hunt, W.G., T.D.  
Hyde, Ms W

James, Mrs C.  
  
King, A.J.N., Deputy  
Knowles, S.K., M.B.E.,  
Deputy  
  
Lawrence, G.A., Deputy  
Leck, P.  
Littlechild, Mrs V.  
Lodge, O.A.W., T.D., B.Sc.  
Lord, C.E., O.B.E., J.P.  
  
Malins, J.H., Q.C., Deputy  
Mayhew, J.P., M.A., M.B.A.  
McGuinness, Miss C.S.,  
M.A., Deputy  
Mead, Mrs. W. Sheriff  
Merrett, R.A.  
Moore, G.W.  
Moys, Mrs. S.D.  
  
Nash, Mrs, J.C., O.B.E.,  
Deputy  
Newman, Mrs, B.P., C.B.E.  
  
Owen, Mrs. J., M.B.E.,  
Deputy  
Owen-Ward, J.R., M.B.E.,  
Deputy

Page, M., B.A. (Hons)  
Pembroke, Mrs. A.M.F.  
Pollard, J.H.G.  
Priest, Ms H.J.S.  
Pulman, G.A.G., J.P. Deputy  
Punter, C.  
  
Quilter, S.D., B.Sc.(Hons)  
  
Regan, R.D., Deputy  
Regis, Miss D.  
Rogula, Miss E.  
Rounding, Ms V  
  
Seaton, I.C.N.  
Scott, J.G.S., J.P  
Shilson, Dr. G.R.E., Deputy  
Simons, J.L. , M.Sc  
Snyder, Sir Michael, Deputy  
Starling, Mrs A.  
  
Tomlinson, J., B.A., M.Sc.  
Tumbridge, J.R.  
  
Welbank, M. Deputy

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

Overseas visits The Right Honourable the Lord Mayor reported on his recent visit to China.

24th May, 2012

Richard David  
Regan, Deputy  
Hall,  
Benjamin  
Robert  
Hadley Hall,  
Alderman

*Resolved* - That this Honourable Court wishes to extend to Robert Hughes-Penney its sincere gratitude for his much valued service as a Member for the Ward of Farringdon Within.

Elected as a Common Councilman in 2004, Robert was Chairman of both the Investment Committee and the Financial Investment Board in 2011 and the President of the Republic of South Africa Reception Committee in 2010. He served with distinction on the Policy and Resources, Finance and Police Committees together with the Markets and Libraries, Archives and Guildhall Art Gallery Committee; and was the City's representative on the City Parochial Foundation for five years.

The Members of this Honourable Court wish to take this opportunity to express their heartfelt appreciation not only for his efforts and achievements, but also for his kindness, courtesy and consideration and wish him good health and happiness long into the future.

Policy  
Statement

There was no Policy statement.

Hospital  
Seal

Sundry documents were sealed with the Hospital Seal.

Applications for  
the Freedom

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

|                                 |   |                                    |
|---------------------------------|---|------------------------------------|
| Richard Charles                 | a Business Development                      | Petersfield, Hampshire             |
| Ashley Davies                   | Director                                    |                                    |
| Edward John Ward,<br>BEM        | a Local Government Officer,<br>retired      | Whetstone, Barnet                  |
| The Rt. Hon Lord                | a Regeneration Company                      | Hackney                            |
| Andrew Mawson, OBE              | Director                                    |                                    |
| Maurice Edward<br>Merrell       | an Organ Builder                            | St. Marylebone,<br>Westminster     |
| Peter John Curle                | a Civil Servant, retired                    | Barnwood,<br>Gloucestershire       |
| Rosemary Cecily Curle           | a Nurse, retired                            | Barnwood,<br>Gloucestershire       |
| Andrew John Curle               | a Lawn Care Operative                       | Churchdown,<br>Gloucestershire     |
| Tracey Jane Curle               | a Receptionist                              | Churchdown,<br>Gloucestershire     |
| Liam Mark Davis                 | a Teacher                                   | Tottenham, Haringey                |
| John Ambrose                    | a Port Health Officer                       | Holbrook, Ipswich, Suffolk         |
| Frederick Walter Frank<br>Bruce | a Property Landlord                         | Coltishall, Norwich,<br>Norfolk    |
| Richard John Burch              | a Laboratory Technician                     | High Street, Ingatestone,<br>Essex |
| Kevin Little                    | a Maintenance Company<br>Director           | Buckhurst Hill, Essex              |
| John David Alligan              | an Advertising Company<br>Director          | Theydon Bois, Essex                |
| Stephen Roger Wills             | an Engineering Company<br>Director, retired | Sheffield, South Yorkshire         |
| Graham John Gilbert             | a City of London Police Officer             | Mottingham, Greenwich              |
| Jonathan Peter                  | a City of London Police                     | Rainham, Kent                      |
| William Gilbert                 | Officer, retired                            |                                    |

## 24th May, 2012

|                            |   |  |
|----------------------------|---|--|
| Andrew Christopher Penny   | a Printing Company Director                       | Bovey Tracey, Newton Abbot, Devon                |
| Alan John White            | a Telecommunications Company Manager, retired     | Selsdon, Croydon                                 |
| Rodney Lang Pell           | a Consultant Orthopaedic Surgeon, retired         | Minster, Near Ramsgate, Kent                     |
| Rita Bellamy-James         | a Charity Chairman                                | Lambeth  |
| Barry David Palmer         | a Bank Manager, retired                           | Billericay, Essex                                |
| Raymond Derek Burn         | a Traffic Department Foreman, retired             | Dagenham, Barking and Dagenham                   |
| Michael Quinn              | a Publican  | Wanstead, Redbridge                              |
| Branislav Trajkovski       | an Investment Banker                              | Canada Water, Southwark                          |
| Janet Elizabeth Fortune    | a Head of Human Resources and Business Services   | Shoreham, Sussex                                 |
| Peter Frederick Stenning   | a Garage Proprietor                               | Burgess Hill, Sussex                             |
| Timothy Charles Ledger     | a Client Relationship Manager, retired            | Harpenden, Hertfordshire                         |
| Graham Colin Charters      | a Technical Business Analyst                      | Harold Hill, Havering                            |
| Dieter Roger Klostermann   | a Property Development Company Chairman           | Welwyn, Hertfordshire                            |
| Allan Stokoe               | an Accountant                                     | Ingleby Barwick, Stockton on Tees, Teesside      |
| Mavis White                | a Laundry Assistant                               | Wormley, Surrey                                  |
| Siobhan Majella Bradley    | an Education Officer                              | Mill Hill  |
| Liam John Browne           | a Lecturer  | Islington  |
| Mark Edward Newton Gillard | a Chartered Surveyor                              | Wantage, Oxfordshire                             |
| Paul Edmund Harbord        | a Pharmaceutical Company Director, retired        | Fareham, Hampshire                               |
| Hugh Edwin Henry Hobson    | a Photographic Company Director                   | Putney, Wandsworth                               |
| Julie Anne Mills           | a Barrister                                       | Kensington, Kensington and Chelsea               |
| Michael William Heasman    | a Business Development Manager                    | Sittingbourne, Kent                              |
| Peter Frederick Sinden     | a Restaurateur                                    | Spitalfields, Tower Hamlets                      |
| Gerald Mark Jones          | an Education Manager                              | Sydenham, Bromley                                |
| Steven Leonard Jordan      | a Gemmologist and Valuer                          | Upper Caldecote, Bedfordshire                    |
| Ian Stuart Jeffery         | a Chartered Accountant                            | Putney, Wandsworth                               |
| Carolyn Julia Piper        | a Sports Development Manager                      | Redhill, Surrey                                  |
| William John Edward Hill   | a Fish Merchant, retired                          | Seven Kings, Ilford, Redbridge                   |
| Leslie Thomas Lynn Hill    | a Fish Merchant, retired                          | Barking, Barking and Dagenham                    |
| Glyn Charles Roberts       | a Lifeguard                                       | Hilldrop Lane, Islington                         |
| Edward Patrick Parker      | an Accountant                                     | Horspath, Oxfordshire                            |
| Joslin Yorath Lewis        | a City of London Tour Guide                       | Barnet, Hertfordshire                            |
| Gerald John Puffett        | a Construction Company Director                   | Putnoe, Bedford, Bedfordshire                    |
| Daniel James McDonald      | an Engineering Company Director                   | Billericay, Essex                                |
| Walter Leonard Freeman     | a Communications Company General Manager, retired | Sidcup, Bexley                                   |
| Dolan Allen Surratt        | a Law Enforcement Officer, retired                | Denton, North Carolina, United States of America |

## 24th May, 2012

|                                   |                                       |  |
|-----------------------------------|---------------------------------------|--|
| Charles Julian Aldwyn Lyne-Pirkis | a Regular Army Officer, retired       | Wilton, Wiltshire                          |
| James George Ronald Gardiner      | a Store Keeper                        | Dagenham, Barking and Dagenham             |
| Robert Clarke                     | a Porter                              | Birchington, Kent                          |
| Julian William Cartwright         | an Account Director, retired          | Tower Hamlets                              |
| Bryan Niel Savery                 | an Arts Producer                      | Walthamstow, Waltham Forest                |
| Oliver Felix Vincent Hatch        | a Public Affairs Manager              | Brixton Hill, Lambeth                      |
| Peter Frederick Reed              | an Engineering Company Vice President | Mississauga, Ontario, Canada               |
| Thomas Joseph O'Carroll           | a Director of Investigations          | Mississauga, Ontario, Canada               |
| Susan Ann Brissenden              | a Scientific Officer, retired         | Four Oaks, Sutton Coldfield, West Midlands |
| Charles Henry Wood                | a Geologist                           | Battersea, Wandsworth                      |
| Caroline Mary Barron              | a University Professor, retired       | St. John's Wood, Westminster               |
| David Robert Dodd                 | An Underwriting Member of Lloyds      | Chigwell, Essex                            |
| John William Barfield             | a Local Government Officer, retired   | Canning Town, Newham                       |
| Douglas Alexander Luce Barrow     | a Mortgage Consultant                 | Southampton, Hampshire                     |
| Jane Amanda Phillips              | a Student                             | Great Totham, Maldon, Essex                |
| Amreesh Andrew Chandra            | an Educational Consultant             | Goraukpur, India                           |
| Claire Tomalin                    | a Writer                              | Richmond, Richmond upon Thames             |

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 Mr. Chamberlain do admit them severally to their Freedom accordingly.

Results of  
Ballots

The Town Clerk reported the result of ballots taken at the last Court viz:-

- \* denotes appointment
- § denotes less than ten years' service on the Court
- # denotes less than five years' service on the Court
- ^ denotes a Member whose primary residence is in the City of London

- (a) For appointments to the Policy and Resources Committee (five vacancies - at least one Member to have less than ten years' service on the Court).

|  |     |
|--|-----|
| Simon D'Olier Duckworth, D.L.                  | 67* |
| § Robert William Duffield, B.A., M.Litt.(Oxon) | 56* |
| § Marianne Bernadette Fredericks               | 52* |
| Dr. Peter Bernard Hardwick, Q.H.P.             | 36  |
| Tom Hoffman                                    | 44  |
| Catherine McGuinness, M.A., Deputy             | 87* |
| § Dr Giles Robert Evelyn Shilson, Deputy       | 54* |

**24th May, 2012**

Read.

Whereupon the Lord Mayor declared Simon Duckworth, Bob Duffield, Marianne Fredericks, Deputy Catherine McGuinness and Deputy Dr Giles Shilson to have been appointed on the Policy and Resources Committee.

- (b) For appointments to the Hospitality Working Party of the Policy and Resources Committee (four vacancies).

|   |     |
|---|-----|
| John Alfred Barker, O.B.E., Deputy        | 15  |
| Douglas Barrow, Deputy                    | 58★ |
| William Harry Dove, M.B.E., J.P., Deputy  | 20  |
| Simon D'Olier Duckworth, D.L.             | 36★ |
| Robin Anthony Eve, O.B.E., Deputy         | 20  |
| William Barrie Fraser, O.B.E., Deputy     | 60★ |
| Dr. Peter Bernard Hardwick, Q.H.P.        | 21  |
| Charles Edward Lord, O.B.E., J.P., Deputy | 27  |
| Julian Henry Malins, Q.C.                 | 24  |
| Janet Owen, M.B.E., Deputy                | 16  |
| Ann Marjorie Francesca Pembroke           | 6   |
| Richard David Regan, Deputy               | 55★ |

Read.

Whereupon the Lord Mayor declared Deputy Bill Fraser, Deputy Doug Barrow, Simon Duckworth and Deputy Richard Regan to have been appointed on the Hospitality Working Party of the Policy and Resources Committee for terms of four, three, two and one year's respectively.

- (c) For appointments to the Energy and Sustainability Sub, Policy and Resources Committee (four vacancies).

|                                   |     |
|-----------------------------------|-----|
| Archibald Duncan Galloway, O.B.E. | 71★ |
| Alison Jane Gowman, Alderman      | 87★ |
| David Andrew Graves, Alderman     | 65★ |
| Sylvia Doreen Moys                | 55  |
| Fiona Woolf, C.B.E., Alderman     | 91★ |

Read.

Whereupon the Lord Mayor declared Archie Galloway, Alderman Alison Gowman, Alderman David Graves and Alderman Fiona Woolf to have been appointed on the Energy and Sustainability Sub, Policy and Resources Committee for terms of four, three, two and one year's respectively.

- (d) For appointments to the Police Committee (eleven vacancies – at least one Member to have less than five years' service on the Court and a minimum of two Members must have their primary residence in the City of London).

**24th May, 2012**

|    |  |     |
|----|--|-----|
| ^  | John Alfred Barker, O.B.E., Deputy           | 37  |
| #  | Douglas Barrow, Deputy                       | 64* |
|    | Mark John Boleat                             | 66* |
|    | Simon D'Olier Duckworth, D.L.                | 76* |
| ^  | Robert William Duffield, B.A., M.Litt.(Oxon) | 57* |
| ^# | John Fletcher                                | 49  |
| ^  | Alison Jane Gowman, Alderman                 | 55* |
|    | Brian Nicholas Harris                        | 53* |
|    | Stanley Keith Knowles, Deputy                | 56* |
| ^  | Vivienne Littlechild                         | 51  |
| ^  | Ian David Luder, B.Sc.(Econ.), Alderman      | 71* |
| #  | Robert Allan Merrett                         | 24  |
| ^  | Joyce Carruthers Nash, O.B.E., Deputy        | 66* |
|    | James Henry George Pollard                   | 65* |
|    | Richard David Regan, Deputy                  | 60* |

Read.

Whereupon the Lord Mayor declared Deputy Doug Barrow, Mark Boleat, Simon Duckworth, Bob Duffield, Alderman Alison Gowman, Brian Harris, Deputy Keith Knowles, Alderman Ian Luder, Deputy Joyce Nash, Henry Pollard and Deputy Richard Regan to have been appointed on the Police Committee (for varying terms, based on the results of the ballot as follows:- Simon Duckworth, Alderman Ian Luder and Deputy Joyce Nash for four year terms; Deputy Doug Barrow, Mark Boleat and Henry Pollard for three year terms; Bob Duffield, Deputy Keith Knowles and Deputy Richard Regan for two year terms and Alderman Alison Gowman and Brian Harris for one year terms).

- (e) For appointments to the Board of Governors of the City of London School (two vacancies).

|  |  |     |
|--|--|-----|
|  | Nigel Kenneth Challis                    | 30  |
|  | William Harry Dove, M.B.E., J.P., Deputy | 64* |
|  | Sylvia Doreen Moys                       | 25  |
|  | Joyce Carruthers Nash, O.B.E., Deputy    | 78* |

Read.

Whereupon the Lord Mayor declared Deputy Billy Dove and Deputy Joyce Nash to have been appointed on the Board of Governors of the City of London School.

- (f) For appointments to the Gresham Committee (City Side) (three vacancies).

|  |                                   |     |
|--|-----------------------------------|-----|
|  | Robin Anthony Eve, O.B.E., Deputy | 57* |
|  | Archibald Duncan Galloway, O.B.E. | 56  |
|  | Brian Nicholas Harris             | 95* |
|  | Tom Hoffman                       | 78* |

Read.

Whereupon the Lord Mayor declared Deputy Robin Eve, Brian Harris and Tom Hoffman to have been appointed on the Gresham Committee (City Side).

24th May, 2012

(g) For appointments to the Epping Forest & Commons Committee (two vacancies).

|                                    |     |
|------------------------------------|-----|
| George Christopher Abrahams        | 78★ |
| John Alfred Barker, O.B.E., Deputy | 56★ |
| John Leslie Bird, O.B.E.           | 51  |

Read.

Whereupon the Lord Mayor declared George Abrahams and Deputy John Barker to have been appointed on the Epping Forest and Commons Committee.

(h) For appointments to the Barbican Centre Board (four vacancies).

|   |     |
|---|-----|
| The Revd. Dr. Martin Dudley               | 28  |
| Kevin Malcolm Everett D.Sc.               | 26  |
| Wendy Marilyn Hyde                        | 34  |
| Vivienne Littlechild J.P.                 | 38★ |
| Charles Edward Lord, O.B.E., J.P., Deputy | 30  |
| Catherine McGuinness, M.A., Deputy        | 95★ |
| Richard David Regan, Deputy               | 51★ |
| Jeremy Lewis Simons M.Sc.                 | 48★ |

Read.

Whereupon the Lord Mayor declared Vivienne Littlechild, Deputy Catherine McGuinness, Deputy Richard Regan and Jeremy Simons to have been appointed on the Barbican Centre Board.

(i) For appointments to The City Bridge Trust Committee (three vacancies – at least one Member to have less than five years' service on the Court.)

|  |     |
|--|-----|
| Raymond Michael Catt                       | 69★ |
| William Harry Dove, M.B.E., J.P., Deputy   | 71★ |
| # John Fletcher (WITHDRAWN)                | -   |
| # Michael Hudson                           | 24  |
| # Oliver Arthur Wynlayne Lodge, T.D, B.Sc. | 48  |
| # Ian Christopher Norman Seaton            | 64★ |

Read.

Whereupon the Lord Mayor declared Ray Catt, Deputy Billy Dove, and Ian Seaton to have been appointed on The City Bridge Trust Committee.

**24th May, 2012**

(j) For appointments to the Standards Committee (two vacancies).

|                                   |     |
|-----------------------------------|-----|
| Nigel Kenneth Challis             | 36  |
| The Revd. Dr. Martin Dudley       | 36  |
| Robin Anthony Eve, O.B.E., Deputy | 54* |
| Julian Henry Malins, Q.C.         | 66* |

Read.

Whereupon the Lord Mayor declared Deputy Robin Eve and Julian Malins to have been appointed on the Standards Committee.

Appointments

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

\* denotes a Member standing for re-appointment;  
 § denotes less than ten years' service on the Court;  
 # denotes less than five years' service on the Court; and  
 < denotes a Member who served on the original Governance Review Working Party.

(a) One Member on the Board of Governors of the Museum of London for the balance of a term expiring in November 2013;

Nominations received:-  
 Michael Henderson-Begg  
 Wendy Marilyn Hyde  
 Jeremy Paul Mayhew, M.A., M.B.A.  
 Ann Marjorie Francesca Pembroke  
 Neil Graham Morgan Redcliffe, Alderman  
 John George Stewart Scott, J.P., B.A.(Hons)  
 Jeremy Lewis Simons M.Sc.

Read.

(b) Six Members on the Post Implementation Governance Review Working Party, of which not more than three Members shall have served on the original Governance Review Working Party, at least one Member shall have less than ten years' service on the Court and one Member shall have less than five years' service on the Court;

Nominations received:-  
 John Alfred Barker, O.B.E., Deputy  
 # Douglas Barrow, Deputy  
 § Raymond Michael Catt  
 Robin Anthony Eve, O.B.E., Deputy  
 Dr. Peter Bernard Hardwick, Q.H.P.  
 § Michael Hudson  
 Sylvia Doreen Moys  
 Joyce Carruthers Nash, O.B.E., Deputy  
 § Jeremy Lewis Simons M.Sc.  
 <# James Richard Tumbridge

Read.



**24th May, 2012**

- (c) One Member on the Port Health & Environmental Services Committee to fill a Ward vacancy;

Nominations received:-  
John Alfred Barker, O.B.E., Deputy  
Gregory Alfred Lawrence  
Peter Leck  
Chris Punter

Read.

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

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

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

- (d) One Member on the Bridewell Royal Hospital for the balance of a term to expire in November 2016;

Nomination received:-  
Wendy Marilyn Hyde

Read.

Whereupon the Lord Mayor declared Wendy Hyde to have been appointed on the Bridewell Royal Hospital.

- (e) One Member on the Trust for London for a five year term to expire in May 2017;

Nomination received:-  
Archibald Duncan Galloway, O.B.E.

Read.

Whereupon the Lord Mayor declared Archie Galloway to have been appointed on the Trust for London.

Questions

**a) Dr Peter Hardwick** asked the Chief Commoner about the instructions regarding the flying of flags from the Guildhall.

In response, **the Chief Commoner** reported that guidance was given to all public buildings by the Department of Culture, Media and Sport as to the days on which flags should be flown at Guildhall. Discretion was given to fly the Union Flag each day and there were certain days, fixed flying days, when the Union Flag should be flown. Currently there were 18 of these fixed flying days in England including St.

**24th May, 2012**

George's Day, Her Majesty The Queen's birthday and Remembrance Day. He added that it was usual practice for the City's flag to be flown on days that were not fixed flying days.

In response to a supplementary question from **Dr Hardwick**, the **Chief Commoner** confirmed that he would enquire about the viability of having a second flag pole to allow the flying of the St George's flag on St George's Day and would report back to the Member concerned. He noted the possibility of the City of London branch of the Society of St George defraying the cost of any additional flagpole.

In response to a further question from **Deputy Lord** the **Chief Commoner** confirmed that the proposals under the Guildhall Area Strategy to have an additional three flagpoles may provide an opportunity for the St George's flag to be flown on fixed flying days.

Motion                    There were no motions.

Awards and Prizes        There were no reports.

## **Policy, Finance, Establishment, Investment and Audit Committees – Reports**

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

11 April 2012

#### **(A) Recruitment of Independent Person/s – New Standards Regime – Report of action taken under urgency procedures**

The Localism Act 2011 received Royal Assent on 15 November 2011 and, once fully brought into force, will abolish the current standards regime under the Local Government Act 2000.

The Department for Communities and Local Government (DCLG) envisages that the new standards regime provided for in the Act will come into force on 1 July 2012. In line with the requirements of the Act, the Court of Common Council must adopt and publicise a code dealing with the conduct that is expected of Members and Co-opted Members. Under the Act, the City Corporation is required to appoint at least one Independent Person whose views:

- (i) must be sought, and taken into account, by the City Corporation before it makes its decision on an allegation that it has decided to investigate;
- (ii) may be sought by the City Corporation in relation to an allegation in other circumstances; and
- (iii) may be sought by a member against whom an allegation has been made.

The Independent Person/s must not have been a Member, Co-opted Member or Officer of the City Corporation in the last five years, nor be a relative or close friend of a Member, Co-opted Member or Officer. The current legal advice obtained by the Association of Council Secretaries and Solicitors (ACSeS) is that the Independent Members of the existing Standards Committee are not eligible.

**24th May, 2012**

The selection procedure, as below, will be followed for the appointment of all future Independent Person/s to support the City Corporation's new standards arrangements:

- (a) The placing of an advert to be consistent with other appointment processes that are followed by the City Corporation when appointing independent external representatives to formal decision-making bodies.
- (b) The Selection Panel is authorised to shortlist and interview applicants for the role of Independent Person/s, and shall comprise of the Chairman of the General Purposes Committee of Aldermen, the Chief Commoner and the Chairman of the Policy and Resources Committee, or their representatives.
- (c) Following any recommendations by the Selection Panel, the Policy and Resources Committee shall consider the appointment and make a recommendation to the Court of Common Council. Approval of any recommended appointments, in advance of the anticipated 1 July 2012 implementation date, will take place following consideration of a report to the Court of Common Council on 21 June 2012.

In order to ensure that the City Corporation can continue to fulfil its statutory responsibilities as of 1 July 2012, urgent approval of the recruitment process in respect of appointments to the role of Independent Person/s was required.

We therefore report action taken as a matter of urgency pursuant to Standing Order No.19.

Received.

**(B)**

3 May 2012

### **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:-

| <b>Name</b>                          | <b>Date</b>               | <b>Function</b> |
|--------------------------------------|---------------------------|-----------------|
| King's Holidays                      | Saturday 9 June 2012      | Dinner          |
| Lord Mayor's Appeal 2012             | Monday 9 July 2012        | Concert         |
| Government of Gibraltar              | Monday 15 October 2012    | Reception       |
| St John Ambulance                    | Wednesday 24 October 2012 | Dinner          |
| Guildhall School of Music & Drama    | Friday 2 November 2012    | Graduation      |
| Wine & Spirit Education Trust (WSET) | Monday 21 January 2013    | Graduation      |
| American School in London            | Saturday 16 March 2013    | Dinner          |

Received.

24th May, 2012

**(C) Social Investment Fund**

Your Policy and Resources Committee recently approved, in principle, the establishment of a £20 million Social Investment Fund (SIF) from within the Bridge House Estates Fund. Events in the social investment arena are moving fast and the time appeared to be right for the City Corporation to establish such a Fund.

Whilst the progression of the initiative is subject to settling the management arrangements and any other necessary approvals, it presented a significant opportunity to maximise the social impact of the City Corporation's investments by making the capital work harder to achieve a social, as well as a financial, return. It is also a demonstration of our commitment to the social investment agenda.

A printed and circulated report thereon has therefore been submitted for your information.

The Chairman undertook to look into the structure of the fund to ensure that it would allow the best opportunities for funding

Received.

**(D) Appointment of High Officers**

Following the discussion which took place at the Court in January about the appointment process at the time of the appointment of the Comptroller and City Solicitor, your Policy and Resources Committee has reviewed the appointment of the City Corporation's High Officers and, in particular, their election by the Court of Common Council.

The current arrangements were considered in detail. This included a suggestion on the possibility of involving more Members in the recruitment process and whether a presentation and set questions from the floor was a satisfactory means of assessing candidates.

A printed and circulated report on the outcome of the review has been submitted and we **commend** the recommendations to you.

*Motion* – To agree with the Committee in their report?

*Amendment* – 'that a fourth recommendation be added stating that 'on a trial basis, provision be made in the appointment process for a specified number of Members to participate in the assessment of candidates, acting in an advisory capacity and that they informally meet with the candidates and be given the opportunity to suggest questions which the Appointment Panel may wish to use in the interview process?'

Upon the Question being put, the Lord Mayor declared the amendment to be not carried.

The original Motion being before the Court.

*Resolved* - That the report be read and agreed to.

Hardwick, Dr.  
P.B., Q.H.P.  
Luder, I.D.,  
B.Sc.(Econ),  
Alderman

24th May, 2012

**(E) London 2012 Paralympic Games: Opening Ceremony Reception**

2012 will be the first time the modern Paralympic Games has returned to London since the first Games for disabled athletes, then known as the Stoke Mandeville Games, were staged here in conjunction with the 1948 Olympic Games.

Both the City and the UK have a large reputational and financial investment in both the Olympic and Paralympic Games. Members will recall the City has already hosted a reception at Guildhall during the fact-finding visit to London by the National Paralympic Committees' Chefs de Mission, whose job is to ensure that participating athletes enjoy a stress-free and successful experience during the Games.

With this in mind and the fact that the International Paralympic Committee will also be staying in the City throughout the Paralympic Games, it is **recommended** that a number of guests be invited to attend a reception to be held on Wednesday 29 August 2012 at the Guildhall immediately prior to the Paralympic Games Opening Ceremony; it being referred to this Committee to make the necessary arrangements out of City's Cash within the approved cost parameters. This would provide a unique opportunity for the City of London to support and engage with this prestigious global event. Guests would include senior UK government figures, senior overseas representatives, Sports Ministers, members of the International Olympic and Paralympic Executive Committees, and other prominent personalities and representatives from the international sports, cultural and creative communities.

This would be a Committee event.

Read and agreed to.

## **City's Cash Committees – Reports**

### **THE CITY BRIDGE TRUST COMMITTEE (William Harry Dove M.B.E., J.P., Deputy)**

8 May 2012

#### **Freedom Applications**

On Thursday 17 May 2012, The City Bridge Trust plans to launch 'Growing Localities', the one-off £2m grants programme, previously agreed, to mark Her Majesty The Queen's Diamond Jubilee. 'Growing Localities' will promote the use of green spaces and encourage people to grow their own food through community involvement and volunteering. It is hoped that the programme will help reduce social isolation, teach the value of biodiversity and provide horticultural work training for young unemployed people and those with special needs.

The programme is to be launched by Raymond Blanc, chef and Joanna Lumley, actress at a green pop-up space in the Guildhall Yard. Planting workshops will be hosted by the City of London's Open Spaces department demonstrating how easy it is to grow your own food, while several City Farms will sell their locally grown produce.

**24th May, 2012**

In acknowledging their assistance and in appreciation of their efforts, applications for the Freedom of the City of London were duly proposed and seconded for both Mr Blanc and Ms Lumley and as there was no meeting of the Court scheduled to take place before the launch day, it was necessary to approve the applications using urgency procedures.

In accordance with Standing Order No.19, we now report the action taken.

Regan,  
R.D.Deputy  
Chadwick,R.A.H.

*Resolved* - That the public be excluded from the meeting for one item of business concerning a recommendation of the Policy & Resources Committee on an application for hospitality on the grounds that it involves the likely disclosure of exempt information as defined in Section 100(4) of Schedule 12A of the Local Government Act, 1972 as it has been conveyed to the City Corporation in confidence by Her Majesty's Government.

**DUFFIELD**

**The meeting commenced at 1 p.m. and ended at 1.40pm**

#### **ERRATA**

Court of Common Council on Thursday 19th April, 2012

Omitted from the Remembrancer's list of Members present at that Court of Common Council:-

John William Brewster



## List of Applications for the Freedom

To be presented on Thursday, 21st June, 2012

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

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

|   |  |                                    |
|---|--|------------------------------------|
| <b>John Gary Downer</b>                       | a Property Development Company<br>Director           | Knightsbridge, Westminster         |
| <i>Eric Robert Butcher</i>                    | <i>Citizen and Painter Stainer</i>                   |                                    |
| <i>Alexis John Arthur</i>                     | <i>Citizen and Needlemaker</i>                       |                                    |
| <b>John Frederick Farmer</b>                  | a Lecturer, retired                                  | Knodishall, Saxmundham,<br>Suffolk |
| <i>Sir Clive Martin, OBE, TD,<br/>DL,</i>     | <i>Citizen and Stationer and Newspaper<br/>Maker</i> |                                    |
| <i>Brian Nicholas Harris, CC</i>              | <i>Citizen and Glazier</i>                           |                                    |
| <b>Kenneth McKerrow<br/>Logan</b>             | a Sport Marketing Company<br>Director                | Richmond, Richmond upon<br>Thames  |
| <i>George Marr Flemington<br/>Gillon, CC</i>  | <i>Citizen and Chartered Surveyor</i>                |                                    |
| <i>Sir Michael John Snyder,<br/>Deputy</i>    | <i>Citizen and Needlemaker</i>                       |                                    |
| <b>Beverley Elizabeth<br/>Towle</b>           | an Audiologist                                       | Gotham, Nottinghamshire            |
| <i>John Alexander Smail</i>                   | <i>Citizen and Distiller</i>                         |                                    |
| <i>Gordon Mark Gentry</i>                     | <i>Citizen and Baker</i>                             |                                    |
| <b>Charles Jeffrey Preen</b>                  | a Compliance Officer                                 | Southend-on-Sea, Essex             |
| <i>Martin John Davies</i>                     | <i>Citizen and Scrivener</i>                         |                                    |
| <i>Robert Stanley Harrison</i>                | <i>Citizen and Scrivener</i>                         |                                    |
| <b>Ian Roger Goodwin</b>                      | a Director of Estates                                | Sheerness, Kent                    |
| <i>Bryan Green</i>                            | <i>Citizen and Glover</i>                            |                                    |
| <i>Clive Anthony Hawkins</i>                  | <i>Citizen and Glover</i>                            |                                    |
| <b>Jonathan Graham Slater</b>                 | a Voluntary and Community<br>Development Officer     | Lewisham                           |
| <i>William Barrie Fraser, OBE,<br/>Deputy</i> | <i>Citizen and Gardener</i>                          |                                    |
| <i>Thomas Dieter Dirk Hoffman<br/>CC</i>      | <i>Citizen and Tyler and Bricklayer</i>              |                                    |
| <b>Amber Ariana Raney-<br/>Kincade</b>        | a Marketing Trainer and<br>Consultant                | Deptford, Lewisham                 |
| <i>James George Williams</i>                  | <i>Citizen and Builders Merchant</i>                 |                                    |
| <i>Martin Stephen Jaskel</i>                  | <i>Citizen and World Trader</i>                      |                                    |
| <b>Hugh Ralph Sutton</b>                      | a Teacher  | Beckenham, Bromley                 |
| <i>Simon Henry Kolesar</i>                    | <i>Citizen and Chartered Surveyor</i>                |                                    |
| <i>Roger Neil Martin</i>                      | <i>Citizen and Fan Maker</i>                         |                                    |
| <b>Gillian Margherita Ann<br/>Powell</b>      | a Licensed Publican                                  | Hackney                            |
| <i>George Henry Capon</i>                     | <i>Citizen and Blacksmith</i>                        |                                    |
| <i>Peter Ronald Elliott</i>                   | <i>Citizen and Blacksmith</i>                        |                                    |

|   |  |                                  |
|---|--|----------------------------------|
| <b>Thomas Noel McGonagle</b>                | an Air Traffic Controller                        | Petts Wood, Bromley              |
| <i>Christopher Anthony Verey Dadson</i>     | <i>Citizen and Glover</i>                        |                                  |
| <i>Roderick Edmond Forbes Morriss</i>       | <i>Citizen and Glover</i>                        |                                  |
| <b>Michael James Chandler</b>               | a Yeoman Warder                                  | Tower Hamlets                    |
| <i>Timothy James Callow</i>                 | <i>Citizen and Security Professional</i>         |                                  |
| <i>Michael Peter Cawston</i>                | <i>Citizen and Tyler and Bricklayer</i>          |                                  |
| <b>Jeremy Godfrey</b>                       | a Project Planning Engineer                      | Bishops Stortford, Hertfordshire |
| <i>Howard Andre Beber</i>                   | <i>Citizen and Poulter</i>                       |                                  |
| <i>Brian John Coombe</i>                    | <i>Citizen and Poulter</i>                       |                                  |
| <b>Belinda Jayne Harding, MBE</b>           | a City of London Police Officer, retired         | Beckenham, Bromley               |
| <i>Alison Jane Gowman, Ald.</i>             | <i>Citizen and Glover</i>                        |                                  |
| <i>Andrew Charles Parmley, Ald.</i>         | <i>Citizen and Musician</i>                      |                                  |
| <b>Lilija Pupinyte</b>                      | a Security Specialist                            | High Barnet, Hertfordshire       |
| <i>Alan Stanley Cook</i>                    | <i>Citizen and Gunmaker</i>                      |                                  |
| <i>Peter Dyson</i>                          | <i>Citizen and Gunmaker</i>                      |                                  |
| <b>Simon Chatterley Bishop</b>              | a Graphic Designer                               | Clifton, Bristol                 |
| <i>Timothy John Delano Cunis</i>            | <i>Citizen and Merchant Taylor</i>               |                                  |
| <i>Alastair Ian Follitt Mackenzie</i>       | <i>Citizen and Fletcher</i>                      |                                  |
| <b>Thomas William Lacey</b>                 | an Architect                                     | Fortis Green, Haringey           |
| <i>Mark William Goodwin</i>                 | <i>Citizen and Poulter</i>                       |                                  |
| <i>Howard Andre Beber</i>                   | <i>Citizen and Poulter</i>                       |                                  |
| <b>Parmjit Deol</b>                         | a Banker   | Sevenoaks, Kent                  |
| <i>Anthony John Keith Woodhead</i>          | <i>Citizen and Tax Adviser</i>                   |                                  |
| <i>John Alexander Smail</i>                 | <i>Citizen and Distiller</i>                     |                                  |
| <b>Laura Levana Kalmus</b>                  | a Television Producer                            | Barnet                           |
| <i>Ian Patterson Wilson</i>                 | <i>Citizen and Arbitrator</i>                    |                                  |
| <i>Charles Thomas Phillips</i>              | <i>Citizen and Needlemaker</i>                   |                                  |
| <b>Michael David Jenkins</b>                | a Network Marketor                               | Lee on the Solent, Hampshire     |
| <i>Donald Howard Coombe, MBE</i>            | <i>Citizen and Poulter</i>                       |                                  |
| <i>David Peter Coombe</i>                   | <i>Citizen and Poulter</i>                       |                                  |
| <b>Richard Charles Stuart Woolford</b>      | a Banker   | Barbican, in the City of London  |
| <i>John Hartley Bowman</i>                  | <i>Citizen and Stationer and Newspaper Maker</i> |                                  |
| <i>Peter Albert Fowler</i>                  | <i>Citizen and Musician</i>                      |                                  |
| <b>Adam Jason Goldman</b>                   | a Student  | Brent                            |
| <i>Nigel Martin Reese</i>                   | <i>Citizen and Gardener</i>                      |                                  |
| <i>Mertin Geoffrey Lewin</i>                | <i>Citizen and Builders Merchant</i>             |                                  |
| <b>David Scott Little</b>                   | a Police Officer, retired                        | Stopsley, Bedfordshire           |
| <i>Charles Edward Lord, OBE, JP, Deputy</i> | <i>Citizen and Fletcher</i>                      |                                  |
| <i>Simon Peter McIlwaine</i>                | <i>Citizen and Clockmaker</i>                    |                                  |
| <b>Imran Ahmed Chowdhury</b>                | a Restaurateur                                   | Northampton, Northamptonshire    |
| <i>Alan Leslie Warman</i>                   | <i>Citizen and Clockmaker</i>                    |                                  |
| <i>Allen Lionel Burlton</i>                 | <i>Citizen and Clockmaker</i>                    |                                  |
| <b>Michael William Gowan Sloan</b>          | a Hotel Manager                                  | Abbots Langley, Hertfordshire    |
| <i>Nicholas Rettie</i>                      | <i>Citizen and Innholder</i>                     |                                  |
| <i>Sir Robert Finch, Ald.</i>               | <i>Citizen and Solicitor</i>                     |                                  |
| <b>Robert James David Clark</b>             | a Student  | Southfields, Wandsworth          |
| <i>Peter Seaton</i>                         | <i>Citizen and Bowyer</i>                        |                                  |
| <i>John Cameron Clark</i>                   | <i>Citizen and Bowyer</i>                        |                                  |



|   |  |                                   |
|---|--|-----------------------------------|
| <b>Nicholas St John Brooks</b><br><i>Timothy John Delano Cunis</i><br><i>Alastair Ian Folliot Mackenzie</i>       | a Chartered Accountant<br><i>Citizen and Merchant Taylor</i><br><i>Citizen and Fletcher</i>                      | Chiswick, Hounslow                |
| <b>David Alan Carpenter</b><br><i>Stephen Henry John Hall</i><br><i>Edward Clarence Newman</i>                    | a Demolition Consultant<br><i>Citizen and Hackney Carriage Driver</i><br><i>Citizen and Loriner</i>              | Warminster, Wiltshire             |
| <b>David Arthur Mason</b><br><br><i>Martin Raymond Dudley, CC</i><br><i>William Harry Dove, Deputy, MBE, JP</i>   | a Social Care Manager<br><br><i>Citizen and Farrier</i><br><i>Citizen and Ironmonger</i>                         | Leamington Spa, Warwickshire      |
| <b>Thomas Grenville Sharpe, OBE</b><br><i>Hugh Terence Ivan West</i><br><i>Steven Howard Rowe</i>                 | a Royal Naval Officer<br><br><i>Citizen and Marketor</i><br><i>Citizen and Marketor</i>                          | Lee on the Solent, Hampshire      |
| <b>Piers David Charles Wigam</b><br><i>Derek Thornton</i><br><i>Paul Geoffrey Copsey</i>                          | an Insurance Broker<br><br><i>Citizen and Upholder</i><br><i>Citizen and Tinplate Worker</i>                     | Great Bardfield, Braintree, Essex |
| <b>Derek Harold Philip Etherton</b><br><i>Alastair Ian Folliot Mackenzie</i><br><i>Timothy John Delano Cunis</i>  | an Hotelier, retired<br><br><i>Citizen and Fletcher</i><br><i>Citizen and Merchant Taylor</i>                    | Thameside, Staines                |
| <b>Jeremy Charles Burgess Peachey</b><br><i>Graham Arthur Jackman</i><br><i>John Frederick Jackman</i>            | a Chartered Surveyor<br><br><i>Citizen and Butcher</i><br><i>Citizen and Butcher</i>                             | Cobham, Surrey                    |
| <b>Kiaran Whyte Macdonald</b><br><i>Nicholas Rettie</i><br><i>Sir Robert Finch, Ald.</i>                          | an Hotelier<br><br><i>Citizen and Innholder</i><br><i>Citizen and Solicitor</i>                                  | Cobham, Surrey                    |
| <b>Leonard Mills-Smith</b><br><i>Stephen Henry John Hall</i><br><i>Edward Clarence Newman</i>                     | a Technical Director, retired<br><i>Citizen and Hackney Carriage Driver</i><br><i>Citizen and Loriner</i>        | Bromley                           |
| <b>Eliahu Dwek</b><br><i>Leonard William Kelsey</i><br><br><i>Simon Michael Thompson</i>                          | a Finance Director<br><i>Citizen and Tobacco Pipe Maker and Tobacco Blender</i><br><i>Citizen and Apothecary</i> | Edgware, Barnet                   |
| <b>David Charles Rolfe</b><br><br><i>Hansraj Gudka</i><br><i>Wesley Val Hollands</i>                              | a Telecommunication Company Vice President<br><br><i>Citizen and Plumber</i><br><i>Citizen and Loriner</i>       | Benfleet, Essex                   |
| <b>Carolyn Jane Ward</b><br><i>Peter Bernard Hardwick, QHP, CC</i><br><i>Wendy Mead, Deputy, Sheriff</i>          | an Investment Manager<br><i>Citizen and Barber</i><br><br><i>Citizen and Glover</i>                              | Westminster                       |
| <b>Anita Ruth Zabudowicz</b><br><i>Peter Bernard Hardwick, QHP, CC</i><br><i>Wendy Mead, Deputy, Sheriff</i>      | an Arts and Philanthropist<br><i>Citizen and Barber</i><br><br><i>Citizen and Glover</i>                         | Hampstead, Barnet                 |
| <b>Peter Adam Daichies Dubens</b><br><i>Peter Bernard Hardwick, QHP, CC</i><br><i>Wendy Mead, Deputy, Sheriff</i> | a Financial Services Company Director<br><i>Citizen and Barber</i><br><br><i>Citizen and Glover</i>              | Chelsea, Kensington and Chelsea   |
| <b>Wendy Fisher</b><br><i>Peter Bernard Hardwick, QHP, CC</i><br><i>Wendy Mead, Deputy, Sheriff</i>               | a Clinical Psychologist<br><i>Citizen and Barber</i><br><br><i>Citizen and Glover</i>                            | Hampstead, Barnet                 |

|   |   |  |
|---|---|--|
| <b>Marie-Anne Maja Hoffmann</b>               | an Arts Philanthropist                    | Westminster                              |
| <i>Peter Bernard Hardwick, QHP, CC</i>        | <i>Citizen and Barber</i>                 |  |
| <i>Wendy Mead, Deputy, Sheriff</i>            | <i>Citizen and Glover</i>                 |  |
| <b>Kelvin William Darlington Ramsey</b>       | a Surgeon                                 | Wandsworth                               |
| <i>Ian Ronald Evans Williams</i>              | <i>Citizen and Marketor</i>               |  |
| <i>Michael Ernest Garrett, MBE</i>            | <i>Citizen and Water Conservator</i>      |  |
| <b>Lynda Gail Darlington</b>                  | a Consultant Physician and Rheumatologist | Kingswood, Surrey                        |
| <i>Ian Ronald Evans Williams</i>              | <i>Citizen and Marketor</i>               |  |
| <i>Michael Ernest Garrett, MBE</i>            | <i>Citizen and Water Conservator</i>      |  |
| <b>Professor Trevor William Stone</b>         | a Professor of Pharmacology               | Kingswood, Surrey                        |
| <i>Ian Ronald Evans Williams</i>              | <i>Citizen and Marketor</i>               |  |
| <i>John Richard Garrett</i>                   | <i>Citizen and Painter Stainer</i>        |  |
| <b>Valerie Ebsworth</b>                       | a Banker, retired                         | Pickwell, Melton Mowbray, Leicestershire |
| <i>Alison Jane Gowman, Ald.</i>               | <i>Citizen and Glover</i>                 |  |
| <i>Keith John Ebsworth</i>                    | <i>Citizen and Glover</i>                 |  |
| <b>Lawson Cameron Muncaster</b>               | a Newspaper Managing Director             | North Berwick, Scotland                  |
| <i>Alan Colin Drake Yarrow, Ald., Sheriff</i> | <i>Citizen and Fishmonger</i>             |  |
| <i>Jeffrey Richard Evans, Ald.</i>            | <i>Citizen and Shipwright</i>             |  |
| <b>Jens Johan Torpe</b>                       | a Media Company Director                  | Richmond upon Thames                     |
| <i>Wendy Mead, Deputy, Sheriff</i>            | <i>Citizen and Glover</i>                 |  |
| <i>Jeffrey Richard Evans, Ald.</i>            | <i>Citizen and Shipwright</i>             |  |

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## Report – Community and Children’s Services Committee

### Appointments to Academies

*To be presented on Thursday 21<sup>st</sup> June 2012  
To the Right Honourable The Lord Mayor, Aldermen and Commons  
of the City of London in Common Council assembled.*

#### **Summary**

1. This report seeks the approval of the Court to formalise the arrangements for appointing City of London Corporation (City Corporation) governors to the governing bodies of its three sponsored academies in Hackney, Islington and Southwark. The majority of City Corporation appointments to each academy are subject to appointment at the same time. We believe, however, that it would be more beneficial to stagger these appointments. As the City Corporation is soon to reappoint governors to two of its sponsored academies, now is the ideal opportunity to establish the conditions for appointments to the governing bodies of these academies.
2. We recommend that:
  - Members are appointed to the governing bodies of the City Corporation’s sponsored academies following the usual arrangements for Member appointments to outside bodies;
  - Approval is given to delegate the ratification of non-Member appointments from the Court to this, your Community and Children’s Services Committee.
  - That future appointment of Members is phased and based on the share of the vote received by each appointee in ballot at the Court of Common Council;
  - The process for appointing non-Members is agreed, with this Committee approving the appointment;
  - Non-Member appointments are phased, with this Committee deciding on the length of term for each appointee; and
  - Approval is granted to increase the number of sponsor governors at the Hackney Academy to reflect the increase in parental representation on the governing body.

## Main Report

### **Background**

1. The City Corporation currently sponsors three London academy schools; in Southwark, Islington and Hackney. Under the schools' governance arrangements, as approved by the Court of Common Council in 2003 (Southwark) and 2008 (Islington and Hackney), the City Corporation appoints Common Council Members to the schools' governing bodies for a 4-year term. There are 4 Member appointments to the City of London Academy Southwark (Southwark Academy), where the City Corporation is the sole sponsor, and 2 Member appointments to the City Academy Hackney (Hackney Academy) and the City of London Academy Islington (Islington Academy).
2. In 2008 the Court resolved that subsequent appointments to the governing bodies of the Islington and Hackney schools would be undertaken following the usual arrangements for membership of other outside bodies. As 2012 is the first year in which Member appointments to these governing bodies expire, we note that the appointment process will be carried out in this manner. Southwark Academy does not at present have these stipulations on the appointment of City Corporation Members to its governing body.
3. The City Corporation also appoints non-Members to the governing bodies: 4 to Southwark and 2 to Hackney and Islington. There is currently no uniform arrangement across the 3 schools on the process of appointing non-Member Governors.
4. The terms of office of City Corporation Members currently sitting on the Hackney and Islington governing bodies will expire in the coming months. The terms of all City Corporation Members on the Southwark Academy governing body expire in October 2015.
5. The Member terms on each Board, with the exception of the slight time-lag at Islington, expire at the same time, leaving the City Corporation in a position where the Court will need to appoint all its Members for one Board at the same time.
6. In its report to the Court of Common Council in 2003 regarding the constitutional arrangements of Southwark Academy, the Policy and Resources Committee asked officers to explore the possibility for 'phased retirements' of the Member Governors.
7. To improve the management of the City Corporation's relationship with its sponsored academies, we recommend more formal and uniform arrangements for the appointment and management of City Corporation appointments. This includes following the usual arrangements for appointments to outside bodies when appointing City Corporation Members to the governing bodies. This was recommended by the Court in 2008 when the governance arrangements of the Hackney and Islington Academies were approved.
8. In addition, to avoid a situation where all City Corporation Member appointments are made at the same time, we propose that for the next set of elections, appointments be staggered to allow for a phased approach. This is in accordance with the practice for all non-ward committee appointments.

9. To ensure continuity, should the Chairman of the Board be re-elected then they will serve the full 4-year term and the term limits of the other Court appointees will be dependent on the number of votes obtained. If the Chairman is not re-elected then the terms of all Court appointees shall be based on the number of votes obtained. Consequently, for Boards with two Court Members the appointee with the highest number of votes will be awarded a 4-year term and the second placed appointee will be awarded a 3-year term. For Boards with 4 Court Members, it will be phased in yearly stages; 4,3,2,1. As per the usual arrangements, should a ballot not be necessary, terms will be based on seniority on the Court.
10. To formalise the arrangement for the appointment of non-Members to the governing bodies, we propose that the ratification of the appointment of non-Members should be delegated from the Court of Common Council to your Community and Children's Services Committee.
11. Under these proposed arrangements, for the next set of appointments we will propose a term length for non-Members that will ensure all City Corporation appointments are staggered over the next 4 years.
12. We anticipate that this procedure will only need to be carried out once. With the phasing in place, each subsequent appointment or re-appointment, both Member and non-Member, will be for the usual 4-year term.
13. Moreover, Hackney Academy is expanding its pupil numbers and as a result the governing body is seeking to expand its parental representation on the Board. In accordance with statutory practice, the number of governors appointed by the school's sponsors must also be increased. We therefore propose that approval is granted to increase the number of sponsor appointments as per the school's Articles of Association.

### **Conclusion**

14. The first round of re-appointments to the governing bodies of the Hackney and Islington academies presents an opportunity to formalise and make uniform governing arrangements surrounding City Corporation appointments to the respective Boards; including both Member and non-Member appointments.
15. To avoid a situation where all appointments will need to be reviewed at the same time, a phased process is felt to be the best way to continue in the future, beginning with the next round of appointments in July 2012.
16. In codifying this process, the City Corporation is able to better support the governance of its sponsored academies in future years.

All which we submit to the judgement of this Honourable Court

DATED this 11<sup>th</sup> Day of May 2012

SIGNED on behalf of the Committee

**The Revd. Dr Martin Dudley**  
**Chairman of the Community and Children's Services Committee**

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## Report – Standards Committee

### Standards Regime under the Localism Act 2011

*To be presented on Thursday 21<sup>st</sup> June 2012  
To the Right Honourable The Lord Mayor, Aldermen and Commons  
of the City of London in Common Council assembled.*

#### **Summary**

1. This report seeks the approval of the Court for the transitional arrangements in respect of the City of London Corporation's standards arrangements, following the introduction of The Localism Act 2011 ("the Act") which will, once fully brought into force, replace the current standards regime set up under the Local Government Act 2000.
2. A report was taken to this Committee on 28 February 2012 seeking comments on the various options available under the new standards arrangements following the introduction of the Act. At that time there were a number of areas that had not been clarified by the Department for Communities and Local Government (DCLG), to enable detailed proposals to be worked up and, to some extent, this is still the case.
3. As a code of conduct must be adopted by 1 July 2012, in order to comply with statutory requirements, it is proposed that the City's existing code of conduct (Appendix 1) be re-adopted for the time being, until such time as the regulations defining disclosable pecuniary interests have been made, and a new code of conduct reflecting these provisions can be brought to this Committee and to the Court for consideration and approval. The new code of conduct does not have to be in any prescribed form, but must include such provision as the City considers appropriate in respect of the registration and disclosure of pecuniary interests and other interests. When viewed as a whole the code must also be consistent with the seven 'Nolan' principles: selflessness; integrity; objectivity; accountability; openness; honesty; and leadership. It is also recommended that a revised constitution and terms of reference for your Standards Committee (Appendix 2 or Appendix 3) be adopted from the point that section 28 of the Localism Act 2011 comes into force; and that the appointment of three independent persons from the point that section 28 of the Localism Act 2011 comes into force.

4. We recommend that:
- (ii) the City's existing code of conduct (Appendix 1) be adopted for the time being as the code of conduct to be effective once section 27 of the Localism Act 2011 comes into force;
  - (iii) the options for the revised constitution and terms of reference for the Standards Committee (Appendix 2 and Appendix 3) be considered and a revised constitution approved;
  - (iv) a revised constitution be adopted from the point that section 28 of the Localism Act 2011 comes into force; and
  - (v) three independent persons be appointed from the point that section 28 of the Localism Act 2011 comes into force.

## **Main Report**

### **Background**

5. The Localism Act 2011 ("the Act") will, once fully brought into force, abolish the current standards regime under the Local Government Act 2000, which provides for a mandatory model code of conduct for members and a statutory Standards Committee.
6. The Standards Board for England, the regulatory body which accepted referrals from local standards committees and conducted investigations in certain circumstances, was abolished on 31 March 2012.
7. The Department for Communities and Local Government ("DCLG") has confirmed that the remaining local elements of the current regime will be abolished on 1 July 2012. At the same time new standards arrangements provided for in the Act will come into force.
8. A report was brought to us on 28 February 2012 seeking comments on the various options available under the new arrangements. At that time there were a number of areas that had not been clarified by DCLG, to enable detailed proposals to be worked up and, to some extent, this is still the case.

### **Application**

9. The new standards arrangements apply to the Common Council of the City of London in its capacity as a local authority or police authority. However, it is proposed that, as previously, these arrangements be extended to all of the Common Council's functions.
10. The new standards arrangements apply to elected Members and co-opted members (in this report referred to collectively as "members"). Non-members of the Court with voting rights on City committees are co-opted members for these purposes.

### **Duty to promote and maintain high standards of conduct**

11. The City will be under a duty to promote and maintain high standards of conduct by members.

## **Code of conduct**

12. The City's existing mandatory model code of conduct was adopted in accordance with section 51 of the Local Government Act 2000 ("the 2000 Act"). Once the provisions of the Act are fully brought into force, this section will no longer apply to the City. Instead the City will have to adopt a code of conduct under section 27 of the Act. There is no six month grace period for adoption as there was under the 2000 Act.
13. Therefore, if the Act comes into force as anticipated, the City must adopt and publicise a code by 1 July 2012 dealing with the conduct that is expected of members when they are acting in that capacity. The new code of conduct does not have to be in any prescribed form, but must include such provision as the City considers appropriate in respect of the registration and disclosure of pecuniary interests and other interests. When viewed as a whole the code must also be consistent with the seven 'Nolan' principles: selflessness; integrity; objectivity; accountability; openness; honesty; and leadership.
14. At this stage, a new code of conduct cannot be finalised as any code adopted must include such provision as the City considers appropriate in respect of the registration and disclosure of pecuniary interests and other interests. What constitutes a disclosable pecuniary interest will be defined in regulations, although those regulations have not yet been made, are not available in draft form, and the DCLG is unable to provide a date when they will come into force. Until it is known what interests are classed as disclosable pecuniary interests, members will not be able to consider what other interests should also be registered and disclosed, and in what manner. The City's future code will, following further consideration in due course, take into account Members comments about alternative provisions such as those set out in the DCLG's "illustrative text" for a code of conduct and the Local Government Association's ("LGA") "template" code of conduct.
15. As a code of conduct must be adopted by 1 July 2012, in order to comply with statutory requirements, it is recommended that the City's existing code of conduct (Appendix 1) be re-adopted for the time being, until such time as the regulations defining disclosable pecuniary interests have been made, and a new code of conduct reflecting these provisions can be brought to this Court for consideration and approval.

## **Interests**

16. Although new provisions regarding disclosable pecuniary interests are expected to come into force on 1 July 2012, these cannot be implemented until the regulations defining such interests have been made. The City will in addition be under a duty to determine what other interests should be registered and disclosed, and in what manner. For the time being it is recommended that the existing arrangements for the registration and disclosure of interests contained in the current code of conduct are re-adopted. These will operate in the same way as at present, although the consequences of a breach will be different.

## **Independent persons**

17. Under section 28 of the Act the City must appoint at least one independent person whose views:
- must be sought, and taken into account, by the City before it makes its decision on an allegation that it has decided to investigate;
  - may be sought by the City in relation to an allegation in other circumstances;
  - may be sought by a member against whom an allegation has been made.
18. Given the contrasting roles that an independent person may be asked to perform and taking into account scheduling considerations, it is recommended that three independent persons be appointed.
19. The recommendations in respect of appointments to the post of independent person are addressed in a separate item on the Court agenda.

## **Arrangements for investigation and decision-making**

20. The City must by 1 July 2012 have in place arrangements under which written allegations of a breach of the code can be investigated and decisions on those allegations taken. A failure to comply with the code of conduct must not be dealt with otherwise than in accordance with these arrangements.
21. The arrangements do not have to take any prescribed form, and the existing statutory duty to have a Standards Committee and prescribed sub-committees will disappear. However a Standards Committee can be retained, under section 101 of the Local Government Act 1972, and this is recommended. The proposed constitution and terms of reference for the revised Standards Committee are set out at Appendix 2.
22. A decision will have to be taken on a case by case basis whether to investigate an allegation and it is recommended that the initial assessment of allegations, and the decision whether to investigate, be delegated to the revised Standards Committee, thus mirroring existing arrangements.
23. Although it is not obligatory for a committee to examine the evidence of an investigation, hear from the parties concerned and make a decision on culpability and any sanction, it is recommended that these functions be delegated to the revised Standards Committee.
24. As the views of an independent person will have to be sought, and taken into account, before any decision is taken at this stage, it is recommended that an independent person be a party to any hearing and deliberation. Again, this has been reflected in the proposed terms of reference of the revised Standards Committee.
25. Under the Act there is no power to require access to documents or to require members or officers to attend interviews or a hearing. Any committee hearing would also be subject to the same provisions regarding public access to information as any other committee.
26. Under the outgoing standards regime, an appeal against a decision of the statutory Standards Committee could be made to the First-tier Tribunal (Local Government Standards in England). This appeals process will no longer be in place and, although the sanctions available under the new standards regime are

not so severe, it is thought to be desirable to establish an internal appeals process for members against whom sanctions are imposed, also delegated to the revised Standards Committee.

27. This will require the revised Standards Committee to appoint sub-committees consisting of three members for the separate assessment, hearing and appeals stages. Again, this broadly mirrors current arrangements. It is anticipated that the same three members would sit for the assessment and hearing stages, but that three different members would hear any appeal. On this basis it was recommended that the revised Standards Committee consist of eight members, including one Alderman as this was considered sufficient to form two sub-committees of three people to deal with assessment/hearing and any appeal, with some slack to cover absence or conflicts of interest. This has been reflected in the appended constitution.
28. At its meeting on 7<sup>th</sup> June 2012, your Standards Committee queried why a decrease in the composition of a future Standards Committee had been proposed and some concern was expressed regarding the need to maintain impartiality, particularly if complaints were to be heard and adjudicated solely by elected Members. Following a discussion about the importance of maintaining a level of independent membership on the Committee to preserve the Nolan principles, there was a consensus amongst those present that the proposed composition should be increased to 5 Commoners, 1 Alderman and 4 Co-opted Members (drawn from external representatives), in addition to the three Independent Persons who would fulfil the statutory requirements. Appendix 3 sets out the proposed terms of reference as recommended by your Standards Committee.
29. The Comptroller & City Solicitor has since confirmed that any co-opted "independent" representatives on the revised Standards Committee would not have any voting rights. This proposal would also be a workable arrangement provided that the quorum of voting members was fixed at two or alternatively, the number of Commoners increased by two.
30. Your Policy & Resources Committee, following consideration of the proposed arrangements at its meeting on 7<sup>th</sup> June 2012, and taking into account your Standards Committee's views, recommended the composition, as follows and as set out at Appendix 2:  
  
A Non-Ward Committee consisting of one Aldermen appointed by the Court of Aldermen and seven Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment.
31. This Court is therefore asked to consider the composition of the revised Standards Committee taking into account those views expressed by your Standards Committee and your Policy & Resources Committee (Appendix 2 and Appendix 3).

## **Sanctions**

32. The Act does not give any statutory powers to take action in respect of a breach of the code of conduct. In particular, under the new arrangements there will be no statutory power to suspend or disqualify a member. However it is considered that under existing powers the following sanctions will be lawfully available,

subject to the particular facts and circumstances and lawful and proportionate manner of application: formal censure; withdrawal of City hospitality for a specified period; and removal from a particular committee or committees.

33. The option of removal from a particular committee or committees would include sub-committees. The revised Standards Committee would make a recommendation to the relevant appointing body in each case. This is reflected in the appended terms of reference.
34. There is no power to impose alternative sanctions, such as training or an apology, although the willingness of a member to undergo further training, or to provide an apology, could have a bearing on any sanction that is imposed.

### **Training**

35. All members will be offered guidance and training on the new standards regime once the regulations defining disclosable pecuniary interests have been made and a replacement code of conduct has been adopted.

### **Conclusion**

36. Whilst there are still a number of areas that are yet to be clarified by the Department for Communities and Local Government (DCLG) to enable detailed proposals to be formulated in respect of the standards arrangements, a code of conduct must be adopted by 1 July 2012, in order to comply with statutory requirements. It is therefore proposed that the City's existing code of conduct (Appendix 1) be re-adopted for the time being, until such time as the regulations defining disclosable pecuniary interests have been made, and a new code of conduct reflecting these provisions can be brought to Committee and the Court for consideration and approval.
37. A revised constitution and terms of reference for the Standards Committee (Appendix 2) will be adopted from the point that section 28 of the Localism Act 2011 comes into force; and the appointment of three independent persons from the point that section 28 of the Localism Act 2011 comes into force.

All which we submit to the judgement of this Honourable Court

DATED this 7<sup>th</sup> Day of June 2012

SIGNED on behalf of the Committee

**Dr Colin Kolbert**  
**Chairman of the Standards Committee**



## CODE OF CONDUCT FOR MEMBERS' IN RESPECT OF THE CITY OF LONDON CORPORATION'S LOCAL AUTHORITY, POLICE AUTHORITY AND NON-LOCAL AUTHORITY FUNCTIONS

### PART 1

#### GENERAL PROVISIONS

##### *Introduction and interpretation*

1. (1) This Code applies to **you** as a member of an authority.
- (2) You should read this Code together with the general principles prescribed by the Secretary of State
- (3) It is your responsibility to comply with the provisions of this Code.
- (4) In this Code –  
"meeting" means any meeting of –
  - (a) the authority;
  - (b) n/a
  - (c) any of the authority's committees, sub-committees, joint committees or joint sub-committees;"member" includes a co-opted member and an appointed member.
- (5) n/a

##### *Scope*

2. (1) Subject to sub-paragraphs (2) to (5), you must comply with this Code whenever you –
  - (a) conduct the business of your authority (which, in this Code, includes the business of the office to which you are elected or appointed); or
  - (b) act, claim to act or give the impression you are acting as a representative

of your authority,

and references to your official capacity are construed accordingly.

- (2) Subject to sub-paragraphs (3) and (4), this Code does not have effect in relation to your conduct other than where it is in your official capacity.
- (3) In addition to having effect in relation to conduct in your official capacity, paragraphs 3(2)(c), 5 and 6(a) also have effect, at any other time, where that conduct constitutes a criminal offence for which you have been convicted.
- (4) Conduct to which this Code applies (whether that is conduct in your official capacity or conduct mentioned in sub-paragraph (3)) includes a criminal offence for which you are convicted (including an offence you committed before the date you took office, but for which you are convicted after that date).
- (5) Where you act as a representative of your authority –
  - (a) on another relevant authority, you must, when acting for that other authority, comply with that other authority's code of conduct; or
  - (b) on any other body, you must, when acting for that other body, comply with your authority's code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.

#### *General obligations*

3. (1) You must treat others with respect.
- (2) You must not –
  - (a) do anything which may cause your authority to breach any of the equality enactments (as defined in section 33 of the Equality Act 2006);
  - (b) bully any person;
  - (c) intimidate or attempt to intimidate any person who is or is likely to be:-
    - (i) a complainant,
    - (ii) a witness, or
    - (iii) involved in the administration of any investigation or proceedings in relation to an allegation that a member (including yourself) has failed to comply with his or her authority's code of conduct; or



- (d) do anything which compromises or is likely to compromise the impartiality of those who work for, or on behalf of, your authority.
- (3) In relation to police authorities and the Metropolitan Police Authority, for the purposes of sub-paragraph 2(d) those who work for, or on behalf of, an authority are deemed to include a police officer.
- 4. You must not –
  - (a) disclose information given to you in confidence by anyone, or information acquired by you which you believe, or ought reasonably to be aware, is of a confidential nature, except where –
    - (i) you have the consent of a person authorised to give it;
    - (ii) you are required by law to do so;
    - (iii) the disclosure is made to a third party for the purpose of obtaining professional advice provided that the third party agrees not to disclose the information to any other person; or
    - (iv) the disclosure is –
      - (aa) reasonable and in the public interest; and
      - (bb) made in good faith and in compliance with the reasonable requirements of the authority; or
  - (b) prevent another person from gaining access to information to which that person is entitled by law.
- 5. You must not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute.
- 6. You –
  - (a) must not use or attempt to use your position as a member improperly to confer on or secure for yourself or any other person, an advantage or disadvantage; and
  - (b) must, when using or authorising the use by others of the resources of your authority –
    - (i) act in accordance with your authority's reasonable requirements;
    - (ii) ensure that such resources are not used improperly for political purposes (including party political purposes); and
  - (c) must have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.
- 7. (1) When reaching decisions on any matter you must have regard to any

relevant advice provided to you by –

(a) your authority's chief finance officer; or

(b) your authority's monitoring officer,

where that officer is acting pursuant to his or her statutory duties.

- (2) You must give reasons for all decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by your authority.

## PART 2

### INTERESTS

#### *Personal interests*

8. (1) You have a personal interest in any business of your authority where either –

(a) it relates to or is likely to affect –

(i) any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;

(ii) any body –

(aa) exercising functions of a public nature;

(bb) directed to charitable purposes; or

(cc) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union),

of which you are a member or in a position of general control or management;

(iii) any employment or business carried on by you;

(iv) any person or body who employs or has appointed you;

(v) any person or body, other than a relevant authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties;

- (vi) any person or body who has a place of business or land in your authority's area, and in whom you have a beneficial interest in a class of securities of that person or body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital (whichever is the lower);
  - (vii) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi);
  - (viii) the interests of any person from whom you have received a gift or hospitality with an estimated value of at least £25;
  - (ix) any land in your authority's area in which you have a beneficial interest;
  - (x) any land where the landlord is your authority and you are, or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi) is, the tenant;
  - (xi) any land in the authority's area for which you have a licence (alone or jointly with others) to occupy for 28 days or longer; or
- (b) a decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a relevant person to a greater extent than the majority of –
- (i) (in the case of authorities with electoral divisions or wards) other council tax payers, ratepayers or inhabitants of the electoral division or ward, as the case may be, affected by the decision;
  - (ii) (in the case of the Greater London Authority) other council tax payers, ratepayers or inhabitants of the Assembly constituency affected by the decision; or
  - (iii) (in all other cases) other council tax payers, ratepayers or inhabitants of your authority's area.
- (2) In sub-paragraph (1)(b), a relevant person is –
- (a) a member of your family or any person with whom you have a close association; or
  - (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;

- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph (1)(a)(i) or (ii).

*Disclosure of personal interests*

9. (1) Subject to sub-paragraphs (2) to (7), where you have a personal interest in any business of your authority and you attend a meeting of your authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.
- (2) Where you have a personal interest in any business of your authority which relates to or is likely to affect a person described in paragraph 8(1)(a)(i) or 8(1)(a)(ii)(aa), you need only disclose to the meeting the existence and nature of that interest when you address the meeting on that business.
- (3) Where you have a personal interest in any business of your authority of the type mentioned in paragraph 8(1)(a)(viii), you need not disclose the nature or existence of that interest to the meeting if the interest was registered more than three years before the date of the meeting.
- (4) Sub-paragraph (1) only applies where you are aware or ought reasonably to be aware of the existence of the personal interest.
- (5) Where you have a personal interest but, by virtue of paragraph 14, sensitive information relating to it is not registered in your authority's register of members' interests, you must indicate to the meeting that you have a personal interest, but need not disclose the sensitive information to the meeting.
- (6) n/a
- (7) n/a

*Prejudicial interests generally*

10. (1) Subject to sub-paragraph (2), where you have a personal interest in any business of your authority you also have a prejudicial interest in that business where the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.
- (2) You do not have a prejudicial interest in any business of the authority where that business –
- (a) does not affect your financial position or the financial position of a

person or body described in paragraph 8;

- (b) does not relate to determining any approval, consent, licence, permission or registration in relation to you or any person or body described in paragraph 8; or
- (c) relates to the functions of your authority in respect of –
  - (i) housing, where you are a tenant of your authority provided that those functions do not relate particularly to your tenancy or lease;
  - (ii) school meals or school transport and travelling expenses, where you are a parent or guardian of a child in full time education, or are a parent governor of a school, unless it relates particularly to the school which the child attends;
  - (iii) statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where you are in receipt of, or are entitled to the receipt of, such pay;
  - (iv) an allowance, payment or indemnity given to members;
  - (v) any ceremonial honours given to members; and
  - (vi) setting council tax or a precept under the Local Government Finance Act 1992.

*Prejudicial interests arising in relation to overview and scrutiny committees*

- 11.** You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or of a sub-committee of such a committee) where –
- (a) that business relates to a decision made (whether implemented or not) or action taken by another of your authority's committees, sub-committees, joint committees or joint sub-committees; and
  - (b) at the time the decision was made or action was taken, you were a member of the committee, sub-committee, joint committee or joint sub-committee mentioned in paragraph (a) and you were present when that decision was made or action was taken.

*Effect of prejudicial interests on participation*

- 12.** (1) Subject to sub-paragraph (2), where you have a prejudicial interest in any business of your authority –
- (a) you must withdraw from the room or chamber where a meeting

considering the business is being held –

- (i) in a case where sub-paragraph (2) applies, immediately after making representations, answering questions or giving evidence;
- (ii) in any other case, whenever it becomes apparent that the business is being considered at that meeting;

unless you have obtained a dispensation from your authority's standards committee;

- (b) n/a
  - (c) you must not seek improperly to influence a decision about that business.
- (2) Where you have a prejudicial interest in any business of your authority, you may attend a meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

### **PART 3**

#### **REGISTRATION OF MEMBERS' INTERESTS**

##### *Registration of members' interests*

- 13.** (1) Subject to paragraph 14, you must within 28 days of –
- (a) this Code being adopted by or applied to your authority; or
  - (b) your election or appointment to office (where that is later),

register in your authority's register of members' interests (maintained under section 81(1) of the Local Government Act 2000) details of your personal interests where they fall within a category mentioned in paragraph 8(1)(a), by providing written notification to your authority's monitoring officer.

- (2) Subject to paragraph 14, you must, within 28 days of becoming aware of any new personal interest or change to any personal interest registered under paragraph (1), register details of that new personal interest or change by providing written notification to your authority's monitoring officer.

##### *Sensitive information*

- 14.** (1) Where you consider that the information relating to any of your personal interests is sensitive information, and your authority's monitoring officer

agrees, you need not include that information when registering that interest, or, as the case may be, a change to that interest under paragraph 13.

- (2) You must, within 28 days of becoming aware of any change of circumstances which means that information excluded under paragraph (1) is no longer sensitive information, notify your authority's monitoring officer asking that the information be included in your authority's register of members' interests.
- (3) In this Code, "sensitive information" means information whose availability for inspection by the public creates, or is likely to create, a serious risk that you or a person who lives with you may be subjected to violence or intimidation.



## GENERAL PRINCIPLES

**Selflessness** – members should serve only the public interest and should never improperly confer an advantage or disadvantage on any person.

**Honesty and integrity** – members should not place themselves in situations where their honesty and integrity may be questioned, should not behave improperly and should on all occasions avoid the appearance of such behaviour.

**Objectivity** – members should make decisions on merit, including when making appointments, awarding contracts, or recommending individuals for rewards or benefits.

**Accountability** – members should be accountable to the public for their actions and the manner in which they carry out their responsibilities, and should co-operate fully and honestly with any scrutiny appropriate to their particular office.

**Openness** – members should be as open as possible about their actions and those of their authority, and should be prepared to give reasons for those actions.

**Personal judgement** – members may take account of the views of others, including their political groups, but should reach their own conclusions on the issues before them and act in accordance with those conclusions.

**Respect for others** – members should promote equality by not discriminating unlawfully against any person, and by treating people with respect regardless of their race, age, religion, gender, sexual orientation or disability. They should respect the impartiality and integrity of the authority's statutory officers and its other employees.

**Duty to uphold the law** – members should uphold the law and, on all occasions, act in accordance with the trust that the public is entitled to place in them.

**Stewardship** – members should do whatever they are able to do to ensure that their authorities use their resources prudently and in accordance with the law.

**Leadership** – members should promote and support these principles by leadership, and by example, and should act in a way that secures or preserves public confidence.



### STANDARDS COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- one Aldermen appointed by the Court of Aldermen
- seven Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment

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

2. **Quorum**

The quorum consists of three Members.

3. **Membership 2012/13**

**ALDERMAN**

1 Fiona Woolf, C.B.E.

**COMMONERS**

2 (2) Charles Edward Lord, O.B.E., J.P Deputy, for two years

2 (1) Robin Anthony Eve, O.B.E., Deputy, *for two years*

2 (2) Matthew Richardson

5 (1) Julian Henry Malins, Q.C., Deputy

together with three Members to be appointed.

4. **Terms of Reference**

To be responsible for:-

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

In relation to the City of London Corporation's role as a Local Authority and Police Authority, to:-

- (a) consider any application for exemption from political restriction that is made to the Committee in respect of any post by the holder of that post;
- (b) where appropriate, give directions requiring the authority to include a post in the list of politically restricted posts that it maintains;
- (c) direct that a post should not be politically restricted where an application has been made and the Committee is satisfied that the duties of the post involve neither providing advice to the authority or its Committees nor speaking on behalf of the authority to journalists and broadcasters.

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**STANDARDS COMMITTEE**

**1. Constitution**

A Non-Ward Committee consisting of,

- one Alderman appointed by the Court of Aldermen
- five Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- four representatives who must not be Members of the Court of Common Council or employees of the City of London Corporation

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

**2. Quorum**

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

**3. Membership 2012/13**

**ALDERMAN**

1 Fiona Woolf, C.B.E.

**COMMONERS**

- 2 (2) Charles Edward Lord, O.B.E., J.P Deputy, for two years
- 2 (1) Robin Anthony Eve, O.B.E., Deputy, *for two years*
- 2 (2) Matthew Richardson
- 5 (1) Julian Henry Malins, Q.C., Deputy

together with one Commoner and four non-Common Council Members to be appointed.

**4. Terms of Reference**

To be responsible for:-

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

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## Report – Policy and Resources Committee

### Management Arrangements for the Olympic and Paralympic Games Period

*To be presented on Thursday 21<sup>st</sup> June, 2012  
To the Right Honourable The Lord Mayor, Aldermen and Commons  
of the City of London in Common Council assembled.*

#### **Summary**

1. This summer, the Olympic and Paralympic Games will impose unique challenges on London as a whole and the City in particular. National, regional and local plans have been developed to manage the Games.
2. At a local level, the Town Clerk will manage the coordination of all the City of London Corporation's services this summer through a Borough Olympic Coordination Centre (BOCC) which will be running continuously in Committee Room 3 from 13 July until 12 September.
3. In this report we explain how the BOCC will report upwards to Government, and liaise with and if necessary coordinate and control, key service delivery activities through Single Points of Contact (SPOCs) in individual Departments.
4. Your Policy and Resources Committee has considered the issues and authorised the Town Clerk to take any action necessary in support of the City Corporation's contribution to the Olympic and Paralympic operations, consulting with relevant Members where practicable.

#### **Recommendations**

We recommend that the Court note the contents of this report.

## **Main Report**

### **Background**

1. Plans have been made for the Olympic and Paralympic Games this summer on the assumption that this will be a time of particular pressure on transport and certain local services. Notwithstanding efforts by Transport for London (TfL) to encourage more flexible working during this period, the City will continue to function as a business centre with the associated flows of workers into and out of the City. Overlaid on this will be an increased number of visitors enjoying the atmosphere of the Games in London, exceptional numbers of VIP visitors and people using the City's local transport links to attend Games events.
2. Arrangements for the City of London Corporation's involvement in the events of this summer and management of the challenges imposed by this exceptionally busy period have been overseen by your 2012 Sub-Committee. The Chairman of your Committee updated Members on a range of activities at a post-Court briefing on 24 May.
3. Detailed preparations have been coordinated by the 2012 Lead Officer – Assistant Town Clerk, Peter Lisley - who has worked closely with a number of colleagues from operational areas, particularly the Director of the Built Environment on transport matters, and reported regularly to the Town Clerk and the Economic Development Chief Officers Group (EDCOG).
4. Specific guidance on operational preparedness was issued last year by London Councils and this has proved a useful checklist to ensure that we learnt from others and issues were not overlooked. An assurance statement has been submitted to London Councils by the Town Clerk to the effect that we have addressed the issues identified and have appropriate plans in place for the Games period and this will be the basis for a wider assurance for national Government that Local Authorities are ready for the challenges ahead.
5. This external engagement has characterised the preparations for the Games period. National and pan-London coordination arrangements have been developed and the City of London Corporation's management arrangements described below fit into this larger framework.

### **Current Position**

6. Arrangements are in place to establish a permanent Borough Olympic Coordination Centre (BOCC) in Committee Room 3 from 13 July until 12 September. This covers the period we are required to report upwards to our Borough Group Support Unit (BGSU) located in Westminster which coordinates information flows for the Central Zone of six central London Boroughs and the City before itself reporting to the Local Authority Olympic Coordination Centre (LAOCC).
7. The Town Clerk has been closely involved in the development of these plans through his role as the Chairman of the London Local Authorities Resilience Panel and will be part of an on-call rota of Chief Executives for the LAOCC as a Local Authority Olympic Director (LAOD), whilst Assistant Town Clerk, Simon Murrells and the Exchequer & Business Support Director, Suzanne Jones will be on duty in the LAOCC as Deputy LAODs.

8. In the event of an emergency, existing management arrangements will be invoked, including the manning of a Borough Emergency Coordination Centre (BECC). These arrangements are well-tested and our plans have enough staffing resilience to ensure that both the BOCC and BECC can run simultaneously, although to facilitate coordination and control they will be co-located in Committee Room 3.

### **Management Arrangements**

9. Departments have drawn up service delivery plans for the Olympic period and have put in place their own resilient management arrangements. However, as explained above, the pan-London nature of the Olympic and Paralympic activities requires a greater degree of coordination and joint action that is normal. To that end it is expected that, as well as coordinating existing activities, at times the BOCC will need to move into a more directing role.
10. Arrangements for the management of the BOCC are documented in a Concept of Operations drawn up by the Town Clerk's Security and Contingency Planning Group. This Group will also provide the core staffing for the BOCC supported by staff from Corporate and Democratic Services. A Senior Officer – the "Olympic Gold" - will be on duty for a 24 hour period to ensure appropriate coordination of the City of London Corporation's operations, services and functions and personally agree the reports to the BGSU.
11. Service areas have nominated an on-call Single Point of Contact (SPOC) who will be responsible for being the primary interface between the BOCC and the service areas. SPOCs will attend daily briefings in the BOCC and will either work in the BOCC, in their normal area of work or be on call depending upon the business need.
12. The BOCC will have a link to the City of London Police control room to ensure joined up action can be taken if necessary.
13. Officers are also keen to ensure timely and accurate travel information is available in the BOCC and will be raising the best means of ensuring this is the case in a meeting with the Chief Operating Officer of London Underground on 30 May.
14. Our website already contains a large amount of information about the Games and this can be updated throughout the Games period as needs arise.
15. The Public Relations Office will be represented in the BOCC to manage information flows to Members and the Public. The Contact Centre will be briefed on key issues and will have access to the BOCC as necessary. It is suggested that if Members have queries during the Games period, the contact centre would be the best first point of contact.

### **Summary of key service delivery activities**

16. Our preparations are well advanced and the management arrangements have been exercised across London and locally. Further briefings and exercises are planned for all staff at different level in the arrangements as we approach the Games period to ensure that all plans are in place and exercised well in advance of the Games.

17. Key service delivery areas have special arrangements in place for the Olympic Period. More detail of their activities were contained in the report "Preparing for the operational impact of London 2012" which was considered at a recent meeting of the Policy and Resources Committee, however, a brief summary of key issues to note:

#### Public Relations

Building upon the lessons of the St Pauls protest, PRO will be represented in the BOCC to monitor external communications e.g. social media and provide information for Members, staff and the public as necessary. It is likely that a daily update to Members will be offered. In addition a programme of interesting opportunities for non-accredited journalists will be offered daily.

#### Cleansing:

This service will have increased City management and monitoring to oversee delivery of an enhanced and pro-active pre-planned cleansing regime to deliver the best possible street-scene environment at a time when general visitor numbers to the City are expected to increase and particularly when the marathons come through the City (Sundays 5 and 12 August and 9 September). Post marathons, extra supervisors, thirty barrow beats sweepers and other specialist teams will be deployed and on other days manual sweeps will be increased supported by increased mechanical sweeping and specialist teams.

#### Highways and Parking enforcement:

Parking enforcement on the Olympic Route Network will be undertaken by TfL. In the rest of the City the City's contractor will increase enforcement at certain key locations and extend their operations to seven nights per week to help keep the City moving.

The Highways team are key to a number of activities over the Games period such as setting up for the marathons and ensuring that traffic arrangements around the International Paralympic hotel at the Grange St Pauls work as planned. In addition, highways contractors will be on call in the City to ensure rapid response to issues such as pot holes.

#### Public Protection

During the Olympic Games, Environmental Health (EH) will be operating a 24 hour rota with four Officers working until 2200 and two Environmental Health Officers (EHOs) on standby in the City overnight; on Saturdays, there will be two EHOs on duty in the City overnight. In addition, there will be the normal out of hours (24/7) cover provided by Street Enforcement Officers.

There will be proactive visits to areas where events are planned or known previously to be a source of concern. Additional staff, including Licensing Officers, will be in the City for the three marathon days.

Enforcement, where necessary, will be carried out, primarily using nuisance legislation.



### Open Spaces

There will be additional evening and weekend cover, maintenance of look and feel and enhanced litter collection arrangements throughout the Games period to ensure that the City's Open Spaces are kept at their best. In addition, outside the City attention will be paid to supporting the Metropolitan police's use of Wanstead Flats as a Muster centre and the possibility of car drivers attempting to use Epping Forest as an informal "Park and Ride" for the Games site. Other Open Spaces will seek to deliver services as usual as well as a complimentary Wellbeing Festival.

### Visitor Services

Volunteer staff streetguides will be deployed at particularly busy times under the direction of Visitor Services. At other times, these trained volunteers may be deployed by the BOCC to provide information at hotspots – for example particularly busy transport hubs. The City Information Centre will remain open until 8.00pm and as the only Tourist Information Centre in London (and now accredited and promoted by Visit England) it is likely to be very busy. They will be coordinating the Mayor's Big Busk activities at main transport hubs and in the run up to the Games are marketing and helping Sir Nicholas Kenyon programme the Celebrate the City events.

### **Conclusion**

18. Preparations for the challenges of the Olympic and Paralympic Games are now well advanced and being exercised. Central coordination (and where necessary, control) will be implemented on behalf of the Town Clerk through a permanent BOCC linking to individual service areas through SPOCs. At the same time sufficient resilience has been built into the planning to allow for a simultaneous emergency response through a BECC.
19. These arrangements meet the requirements placed upon us to report upwards on local authority issues, whilst ensuring that we run as efficient and effective an operation as possible for those living, working and visiting the City during the period of the Games.

All which we submit to the judgement of this Honourable Court

DATED this 7<sup>th</sup> June 2012

SIGNED on behalf of the Committee

**Mark Boleat**  
**Chairman of the Policy and Resources Committee**

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