

MEMBERS PRIVILEGES SUB (POLICY AND RESOURCES) COMMITTEE

Thursday, 22 June 2017

**Minutes of the meeting of the Members Privileges Sub (Policy and Resources)
Committee held at the Guildhall EC2 at 10.30 am**

Present

Members:

Wendy Mead (Chief Commoner) (Chairman)
Ann Holmes
Deputy Jamie Ingham Clark
Deputy Edward Lord
Deputy Richard Regan
John Scott (Ex-Officio Member)
Michael Welbank

Officers:

Charlotte Taffel	-	Town Clerk's Department
Fiona Hoban	-	Assistant Remembrancer
Amy Poole	-	Remembrancer's Office
Dorian Price	-	Guildhall Manager
Alan Dingley	-	Head of Maintenance and Projects
Jim Graham	-	Assistant Director of Cleansing
Adam Collins	-	Department of Built Environment
Angela Roach	-	Committee and Member Services Manager

1. APOLOGIES

Apologies were received from Deputy Catherine McGuinness and Jeremy Simons.

2. DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING

There were no declarations.

3. MINUTES

RESOLVED – That the minutes of the meeting held on 19 January 2017 be approved as an accurate record.

4. OUTSTANDING REFERENCES

The Sub Committee noted that all actions were complete.

RECEIVED.

5. **APPLICATION OF THE CORPORATE TRANSPORT POLICY TO ALL MEMBERS - UPDATE**

The Sub Committee received a joint report of the Director of HR and the Director of Transportation & Public Realm regarding an update on the Corporate Transport Policy to all Members.

A Member queried the section of the Corporate Transport Policy which related to Members using their own vehicles in relation to City Business. The General Risk Assessment Form noted that Officers had not identified any examples where Members driving their own cars is a City Corporation business activity. Members noted however that the use of one's own vehicle to, for example, drive to a train station to attend a Corporation event or meeting in London should be regarded as a City Corporation Business activity. The Assistant Director of Cleansing agreed to investigate the issue and report back to the Sub Committee.

RESOLVED – That the Assistant Director of Cleansing be requested to investigate the issue of Members using their own vehicles in relation to City business and to report back to the Sub Committee.

6. **ORDER OF SENIORITY**

The Sub Committee received a report of the Town Clerk outlining the Order of Seniority.

Members agreed that the following amendments be made to the wording of the Court of Common Council Seniority report, and that such amendments be taken to the next meeting of the Policy and Resources Committee for decision:-

- a) To include the following paragraph under 2.3 – **Alderman, whether former Common Councilmen or not, who are elected to serve as Common Councilmen after their service on the Aldermanic Court, would take their seniority to their total length of service on Common Council, including as an Alderman.**
- b) To include the following amendment under paragraph 3.2 – The Senior Committee Chairman (i.e. particularly the Chairman of Policy and Resources, Finance, Planning and Transportation, Police **and Establishment**) are normally taken out of their seniority order.

RESOLVED – That:-

- a) **The Seniority report be amended as above; and**
- b) **The amended Seniority report be taken to the next meeting of the Policy and Resources Committee for decision.**

7. **PROVISION OF EVENING WEAR**

The Committee and Member Services Manager raised the issue of the expense of purchasing evening wear, in particular white tie, which had been brought to the fore following the recent election of the Court of Common Council. The Committee and Member Services Manager asked Members' views on the suggestion that the City of London Corporation acquire a selection of evening wear to be utilised by Members for events under the ownership of the Guildhall Club.

Discussion ensued on the wider issue of remuneration for Members, which was a matter likely to be considered by the Resource Allocation Sub Committee. Members suggested that a basic allowance for Members could be used for the purchase of evening wear. Members also noted that while the provision of white tie evening wear for gentleman would require the purchasing of a number of suits, providing evening wear for ladies would be a more complex task.

The wider issue of dress code was also discussed. The Sub Committee were of the opinion that certain standards and formalities should be upheld. Members suggested that the dress code should be reviewed as a matter of policy, and a Member advised that the issue would be considered as part of the work being undertaken by the Ceremonials Protocol Working Party. Members noted that any decision taken on the issue of dress code would require wide consultation with Members. The Chairman, who was also a Member of the Ceremonials Protocol Working Party, stated that any recommendations should be referred to the Member Privileges Sub Committee for consideration.

RESOLVED – That it be recommended to the Policy and Resource Committee:-

- a) **The Resource Allocation Sub Committee be requested to look into the issue of Member allowances as part of wider discussion on remuneration by considering the cost of evening wear; and**
- b) **Any recommendation made by the Ceremonials Protocol Working Party with regard to the City of London Corporation's dress code be brought back to the Member Privileges Sub-Committee for further consideration.**

8. **MEMBER BRIEFINGS**

The Past Chief Commoner was heard on the issue of Member Briefings following the election of the Court of Common Council. The Past Chief Commoner noted that many past Members were interested in keeping up to date with the City of London Corporation, and asked whether the Member Monthly Briefing could be circulated to past Members should they wish to subscribe. The Sub Committee agreed that there was no reason that the Member Briefing be non-public due to the innocuous nature of the content and requested that the Town Clerk investigate the issue.

The Sub Committee further noted that the process of recognising service of Members needed formalising, as there was disparity between those Members who stand down during their elected term and receive a formal resolution, and those who either do not stand for re-election or are un-elected. The Sub Committee requested that the Town Clerk look into formalising the process of recognising the service of past Members to ensure both clarity and consistence.

RESOLVED – That it be recommended to the Policy and Resource Committee that:-

- a) **The Director of Communication be requested to investigate making the Member Monthly Briefing available to past Members of the Court of Common Council and report back the Sub-Committee on the proposal; and**
- b) **The Town Clerk be requested to report back to the Sub-Committee on recognising the service of Members who stand down or are unelected from the Court of Common Council.**

9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

A Member queried the role and status of the Chief Commoner in relation to seniority within the Court of Common Council. On the City of London Corporation's website, the Chief Commoner is listed as the 4th Key Councillor under the Lord Mayor, Chairman of Policy and Resources and the Chairman of Finance. Deputy Edward Lord recommended that the following wording regarding the role and status of the Chief Commoner be used on the website:-

First established in 1444, the office of Chief Commoner is the highest civic position to which a Common Councilman, as such, can hope to be elected. It is akin to being the Civic Mayor of a Borough Council or Chairman of a District or County Council, i.e. it is not a role of 'political' leadership, but rather the ceremonial head of the Commoners, their conscience and counsellor, their spokesperson, and the defender of their rights and privileges.

Given the high profile international nature of the Lord Mayor's ambassadorial role, it is expected that the Chief Commoner will undertake many of the domestic (i.e. internal to the City and Corporation) ceremonial duties which would usually be part of the schedule of a civic head in any other local authority. The Chief Commoner also takes the lead on the planning of all Corporation hospitality and in authorising the use of Guildhall.

In Civic Precedence, the Chief Commoner follows immediately behind the Lord Mayor and Sheriffs, and ahead of all other Aldermen and Common Councilmen. The Chief forms part of the 'Civic Team' and should be acknowledged as such when on duty at Guildhall, Mansion House, or elsewhere in the City, for example at a Livery Company event. Recognition of

the Chief Commoner's status will be made by appropriate placement on the seating plan, and in processions, as well as in the allocution.

Within the Court of Common Council, the Chief Commoner has a pastoral responsibility for the Councilmen and will provide advice and guidance to Members where necessary. The Chief also has an informal disciplinary and dispute resolution function, including the authority to withdraw Corporation hospitality or access to facilities where they deem it appropriate.

Discussion ensued on the role of the Chief Commoner, the highest civic position held on the Court of Common Council and one to which all Members can aspire to by virtue. The Sub Committee agreed that a clear statement was required to enhance the formality of the role.

The Sub Committee agreed and thanked Deputy Edward Lord for the work he had undertaken in preparing the suggested wording, and requested that the report be taken to the Policy and Resources Committee for decision.

RESOLVED – That it be recommended to the Policy and Resources Committee that the role and status of the Chief Commoner be formulised and that the revised wording as proposed by Deputy Edward Lord and as set out above be included on the website and used in all public facing City of London Corporation Material.

10. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no urgent business.

11. EXCLUSION OF THE PUBLIC

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

12. NON-PUBLIC MINUTES

RESOLVED – That the non-public minutes of the meeting held on 19 January 2017 be approved as an accurate record.

13. GUILDHALL WEST WING - PROVISION OF UPGRADED LAVATORIES AND CLOAKROOM FACILITIES FOR MEMBERS AND GUILDHALL GUESTS

The Sub Committee received a report of the City Surveyor on the provision of upgraded lavatories and cloakroom facilities for Members and Guildhall Guests.

RECEIVED.

14. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE WHICH THE SUB-COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no non-public questions.

15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB-COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was no non-public urgent business.

The meeting closed at 11.50 am

Chairman

**Contact Officer: Charlotte Taffel
tel. no.: 020 7332 3801
charlotte.taffel@cityoflondon.gov.uk**