

MEMBERS PRIVILEGES SUB (POLICY AND RESOURCES) COMMITTEE
Wednesday, 3 July 2013

Minutes of the meeting of the Members Privileges Sub (Policy and Resources)
Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on
Wednesday, 3 July 2013 at 10.30 am

Present

Members:

George Gillon (Chief Commoner) (Chairman)
Deputy Ken Ayers
Deputy Billy Dove
Deputy Robin Eve
Oliver Lodge

Officers:

Peter Nelson	- Assistant Town Clerk
Jacky Compton	- Committee & Member Services Officer
Paul Double	- City Remembrancer

1. **APOLOGIES**

Apologies received from Mark Boleat, Stuart Fraser, Jeremy Mayhew and David Thompson.

2. **MEMBERS DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

There were no declarations.

3. **MINUTES**

The minutes of the meeting held on 24 January 2013 were agreed as a correct record.

Matters Arising

Banquets at Mansion House (page 1) – in answer to a question, the Remembrancer advised that the Private Secretary to the Lord Mayor had sent an email out to all Members advising them of their allocated places for Banquets. He stated that he had received positive feedback and that the process would be kept under review.

Royal Garden Party Invitations (page 2) – in answer to a question, the Remembrancer advised that over the past 2 years, the Queen had reduced the allocation. He also stated that invites were normally sent to people leaving the Court or coming to the end of their Chairmanship. He also stated that information was given to him by the Human Resources Department on staff who had also been employed for a number of years.

Member Development Steering Group Update (page 2) – in answer to a question relating to training for Deputies, the Chairman advised that no meeting had been arranged. The Assistant Town Clerk advised that a document had been sent to all Deputies on their duties and the Chairman requested that this document be re-circulated to all Deputies and once received, all the Deputies would be invited to a meeting to discuss their roles and advise the new Members on the role of the Deputy and how they can help.

4. **MEMBER DEVELOPMENT STEERING GROUP UPDATE**

The minutes of the Member Development Steering Group meetings held on 15 February 2013 and 17 May 2013 were received.

MATTERS ARISING

Plasma Screen (page 5) – In answer to a question, the Chief Commoner advised that he would look into the matter of the disappearance of the Plasma Screen and report back at the next meeting.

Informal Members' Meetings (page 11) – The Chief Commoner advised that the next Informal Members' Meeting would take place in November and Members are advised to submit any items in advance they wish to be raised.

Member Induction Programme (page 12) – The Chief Commoner reported that he had received positive feedback from the April sessions of the Induction Programme and congratulated the Officers on all of their efforts to deliver a very impressive and successful programme.

In answer to a question, the Chief Commoner advised that the next round of the Induction Programme had begun this week and this would be reviewed once the sessions had been completed.

Learning & Development Questionnaire (page 15) – the Assistant Town Clerk advised that this would be reviewed once the Induction Programme scheduled for July had finished. He also advised that the results of the Questionnaire would then be reported back to the Steering Group for comments.

RECEIVED.

5. **SUPPORTING STATEMENTS AND CVS**

The Sub Committee considered a resolution of the Policy and Resources Committee relating to supporting statements and CVs.

RESOLVED: That

a) the arrangements for submitting statements and CVs, particularly with regard to the length of submissions, in support of candidature to serve on a Committee or as Chairman and Deputy Chairman of a Committee to be set as follows:

100 words for Membership on Committee appointed by the Court

300 words to be submitted as Chairman or Deputy Chairman of a Committee;

and

b) any Member who exceeds that limit will receive a letter from the Sub Committee of their concerns and will be requested to reduce their submission.

6. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

Update on Refurbishment Plans – In answer to a question, the Chief Commoner advised that programme of works was due to start on 1st August 2013 and be completed by the end of November 2013.

7. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

8. EXCLUSION OF THE PUBLIC

RESOLVED:– That under Section 100A(4) of the Local Government Act `972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act as follows:-

Item No.

9

Exempt Paragraphs

3

9. MEMBERS PROTOCOLS

The Chief Commoner was heard on a number of items relating to Members' Protocol.

10. QUESTIONS ON MATTERS RELATING TO THE SUB COMMITTEE

There were no questions.

11. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

There were no urgent items.

The Chief Commoner advised the Sub Committee that the next meeting would be held in January on a date to be arranged and that Members would be informed accordingly.

The meeting ended at 11.55 am

Chairman

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