



Freedom Applications Committee

Date: THURSDAY, 20 FEBRUARY 2020

Time: 11.30 am

Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members: Alderman Sir David Wootton (Chairman)
Jeremy Mayhew (Deputy Chairman)
Tijs Broeke
Dominic Christian
Alderman Vincent Keaveny
Deputy Tom Hoffman (Chief Commoner) (Ex-Officio Member)
Deputy Catherine McGuinness (Ex-Officio Member)
Deputy Brian Mooney (Ex-Officio Member)
Deputy Tom Sleigh (Ex-Officio Member)

Enquiries: Joseph Anstee
Tel: 0207 332 1480
joseph.anstee@cityoflondon.gov.uk

N.B. Part of this meeting may be subject to audio-visual recording.

**John Barradell
Town Clerk**

AGENDA

1. APOLOGIES

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

3. MINUTES

To agree the public minutes and non-public summaries of the meetings held on 27 November 2019 and 19 December 2019.

For Decision

(Pages 1 - 6)

4. ANNUAL REVIEW OF THE COMMITTEE'S TERMS OF REFERENCE

Report of the Town Clerk

For Decision

(Pages 7 - 10)

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

6. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

7. EXCLUSION OF THE PUBLIC

MOTION - 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 the Schedule 12A of the Local Government Act.

For Decision

Part 2 - Non-Public Agenda

8. NON-PUBLIC MINUTES

To agree the non-public minutes of the meetings held on 27 November 2019 and 19 December 2019.

For Decision

(Pages 11 - 16)

9. HONORARY FREEDOM

Report of the Town Clerk

For Decision

(Pages 17 - 46)

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

Part 3 - Confidential Agenda

11. CONFIDENTIAL MINUTES

To agree the confidential minutes of the meeting held on 27 November 2019.

For Decision

12. FREEDOMS DASHBOARD AND APPLICATIONS REQUIRING DISCUSSION

Report of the Town Clerk

For Discussion

13. LIST OF HEADS OF MISSIONS

Report of the Town Clerk

For Discussion

14. FREEDOM BY SPECIAL NOMINATION - COMPOSITE LIST OF POTENTIAL RECIPIENTS

Report of the Chamberlain

For Decision

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

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FREEDOM APPLICATIONS COMMITTEE

Wednesday, 27 November 2019

Minutes of the meeting of the Freedom Applications Committee held at the Guildhall EC2 at 3.00 pm

Present

Members:

Alderman Sir David Wootton (Chairman)	Alderman Vincent Keaveny
Jeremy Mayhew (Deputy Chairman)	Deputy Tom Hoffman (Chief Commoner)
Tijs Broeke	(Ex-Officio Member)
Deputy Edward Lord (Representing Deputy Tom Sleigh)	Deputy Brian Mooney (Ex-Officio Member)

Officers:

Murray Craig	- Clerk of the Chamberlain's Court
Joseph Anstee	- Town Clerk's Department
Bruce Hunt	- Remembrancer's Department
Andrew Buckingham	- Town Clerk's

1. APOLOGIES

Apologies for absence were received from Dominic Christian, Deputy Catherine McGuinness, and Deputy Tom Sleigh.

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

There were no declarations.

3. MINUTES

RESOLVED – That the public minutes and non-public summary of the meeting held on 8 October 2019 be agreed as a correct record.

4. REVIEW OF THE VETTING PROCEDURE FOR APPLICANTS TO THE CITY FREEDOM BY REDEMPTION WITHOUT THE INTERVENTION OF A LIVERY COMPANY

The Committee received a report of the Chamberlain and the Town Clerk presenting the current arrangements for the vetting of candidates applying for the Freedom, for discussion. The Chairman introduced the item and outlined the context of the review before the Clerk of the Chamberlain's Court introduced the report.

Members noted that the vast nomination of cases carried very little risk and even where there was some indication of risk, this would not necessarily have an adverse impact for the City of London Corporation. However, the vetting process provided an important safety valve. The Committee noted that the Chamberlain's Court could only vet non-Livery applications, which made up a third of the total. The burden of expectation was on each Livery Company to vet

applications made through them, and Livery Companies often maintained stronger processes such as Membership Committees. Members noted that the City of London Corporation could not always apply the standards of the Livery, and that there were some factors beyond the Court of Common Council's control, such as Ward List applications.

The Committee agreed that a vetting process should be maintained, and that the current arrangements were satisfactory, noting the effectiveness of the process used so far.

RESOLVED – That the Freedom Applications Committee endorse the current vetting procedure and agree that it should continue as set out.

5. **EQUALITY AND DIVERSITY MONITORING SURVEY**

The Committee received a report of the Chamberlain presenting the annual Equality and Diversity Monitoring Survey. The Chairman introduced the item and gave some context around the survey before the Clerk of the Chamberlain's Court introduced the report.

The Committee discussed the methods behind undertaking the survey and recommended that further steps be taken to separate the survey from the assessment process, and strengthen confidentiality of the survey, in order to increase confidence and encourage a fuller response from Freeman. The Committee also advised that the Chamberlain's Court consult with the Communications team on the presentation and style of the survey template.

Members then discussed how the Committee could increase equality and diversity. Members broadly felt that encouragement was preferable to enforcement, and that encouragement of the Livery Companies was likely to be the most productive route. Whilst Members noted that some Livery Companies had made commendable efforts to increase diversity, others needed to do more. The City of London Corporation should also lead by example if it was to encourage and recognise the efforts of the Livery Companies.

The Committee then discussed the balance between encouragement and engineering that might be appropriate and how effective different methods might be in practice, using the Royal Honours system as a comparison of policy-driven process. Members recognised that without the City of London Corporation being proactive, things were unlikely to change. Whilst the City of London Corporation had little control over the Livery Companies, Members noted that direct action to influence them had been effective on occasions in the past. Furthermore, newer Livery Companies were more likely to be receptive.

Arising from the discussion, Members agreed that active encouragement and monitoring would be appropriate, alongside City of London Corporation initiatives such as the 100 Women campaign. The Corporation should also try to make more use of the data available and focus on opportunities to influence Livery Companies, such as the Guild of Young Freeman, Livery Committee, Corporation and Livery-sponsored schools, Clerks Associations and through

the Mayoralty, with particular focus on the newer/modern Livery Companies, highlighting and praising those Companies who had made notable efforts to improve their diversity.

RESOLVED – That the report be noted.

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

A Member advised that during 2020, Bangladesh would be commemorating the centenary of the birth of Sheikh Mujibur Rahman, the founder of Bangladesh, and suggested that the Committee consider an initiative in recognition of this, as well as the 50th Anniversary of Bangladeshi independence. The Chairman added that London had a strong Bangladeshi community with much history and agreed that this was a good proposal which the Committee could look into.

7. **ANY OTHER BUSINESS**

There was no other business.

8. **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 the Schedule 12A of the Local Government Act.

Item No.	Paragraph(s) in Schedule 12A
9	1, 3
10	3
11	-
12 - 15	1
16	-

9. **NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the meeting held on 8 October 2019 be agreed as a correct record.

10. **REVIEW OF THE PROCEDURE FOR APPLICANTS TO THE CITY FREEDOM THROUGH A LIVERY COMPANY**

The Committee received a report of the Chamberlain and the Town Clerk.

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

There was one question.

12. **CONFIDENTIAL MINUTES**

The Committee considered the confidential minutes of the meeting held on 8 October 2019.

13. **FREEDOMS DASHBOARD AND APPLICATIONS REQUIRING DISCUSSION**

The Committee considered a report of the Town Clerk.

14. **LIST OF HEADS OF MISSIONS**

The Committee considered a report of the Town Clerk.

15. **FREEDOM BY SPECIAL NOMINATION - COMPOSITE LIST OF POTENTIAL RECIPIENTS**

The Committee considered a report of the Chamberlain.

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

There was one item of other business.

The meeting closed at 4.25 pm

Chairman

Contact Officer: Joseph Anstee

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FREEDOM APPLICATIONS COMMITTEE
Thursday, 19 December 2019

Minutes of the meeting of the Freedom Applications Committee held at Committee Room - 2nd Floor West Wing, Guildhall on Thursday, 19 December 2019 at 4.30 pm

Present

Members:

Alderman Sir David Wootton (Chairman)
Jeremy Mayhew (Deputy Chairman)
Alderman Vincent Keaveny
Deputy Catherine McGuinness (Ex-Officio Member)

Officers:

Joseph Anstee	- Town Clerk's Department
Paul Double	- City Remembrancer
Bruce Hunt	- Remembrancer's Department
Bob Roberts	- Director of Communications

1. APOLOGIES

Apologies for absence were received from Tijs Broeke (dialled in), Dominic Christian, Deputy Tom Hoffman, Deputy Brian Mooney (dialled in) and Deputy Tom Sleigh (dialled in).

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

There were no declarations.

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

There were no questions.

4. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no other business.

5. 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 the Schedule 12A of the Local Government Act.

Item No.	Paragraph(s) in Schedule 12A
6	1
7-8	-

6. THE HONORARY FREEDOM

The Committee considered a report of the Town Clerk.

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

There were no questions.

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

There was no other business.

The meeting ended at 5.45 pm

Chairman

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Committee:	Date:
Freedom Applications Committee	20 February 2020
Subject: Annual Review of the Committee's Terms of Reference	Public
Report of: Town Clerk	For Decision
Report Author: Joseph Anstee, Committee & Member Services Officer	

Main Report

All Committees/Boards are asked to review their terms of reference annually. This will enable any proposed changes to be considered in time for the reappointment of Committees by the Court of Common Council.

The current terms of reference of the Freedom Applications Committee are attached as an appendix to this report for your consideration.

The Committee is currently scheduled to meet six times each year.

Recommendation(s)

That, subject to any comments, the terms of reference of the Committee be approved for submission to the Court as set out in the appendix.

The Committee are also asked to consider the frequency of their meetings going forward.

Appendices

- Appendix 1 – Terms of Reference of the Freedom Applications Committee

Joseph Anstee

Committee and Members' Services Officer

Town Clerk's Department

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FREEDOM APPLICATIONS COMMITTEE

1. Constitution

A Non-Ward Committee consisting of: -

- two Aldermen nominated by the Court of Aldermen
- one Member of the Policy and Resources Committee, appointed by that Committee
- two 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
- the following ex-officio Members: -
 - the Chief Commoner
 - The immediate past Chief Commoner until the election by Common Council of his or her successor
 - The Chief Commoner designate once elected by Common Council
 - the Chairman and a Deputy Chairman of the Policy & Resources Committee (or, in their absence, a nominated representative of each Member)

2. Quorum

The quorum consists of any three Members.

3. Membership 2019/20

Alderman Sir David Wootton

Alderman Vincent Keaveny

Tijs Broeke 1 (1)

Dominic Christian 1 (1)

together with the Members referred to in paragraph 1 above

4. Terms of Reference

- (a) To examine and report back on any applications for the Freedom referred to the Committee by the Court of Common Council.
- (b) To consider informally any non-livery nominations that may be referred to it, prior to their submission to the Court of Common Council.
- (c) To examine, consider, and report back on issues concerning the rules and principles relating to, and criteria for, the Freedom;
- (d) To consider matters relating to the general use of the Freedom, such as for City of London Corporation policy objectives;
- (e) To consider, and to provide guidance to Members of the Court of Common Council, and Livery Companies, on, the criteria for and processes relating to the award of the Freedom; and
- (f) To consider matters relating to the Honorary Freedom.

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

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