

FREEDOM APPLICATIONS COMMITTEE
Thursday, 22 July 2021

Minutes of the meeting of the Freedom Applications Committee held at Microsoft
Teams on Thursday, 22 July 2021 at 10.30 am

Present

Members:

Jeremy Mayhew (Chairman)
Alderman Sir David Wootton (Deputy Chairman)
Tijs Broeke
Deputy Tom Hoffman (Ex-Officio Member)
Deputy Catherine McGuinness (Ex-Officio Member)
Deputy Brian Mooney (Chief Commoner) (Ex-Officio Member)
The Rt Hon.the Lord Mayor,Alderman William Russell

Officers:

Caroline Al_Beyerty	- The Chamberlain
Murray Craig	- The Clerk to the Chamberlain's Court
Rhiannon Leary	- Town Clerk's Department
Richard Holt	- Town Clerk's Department
Paul Wright	- The Deputy Remembrancer

1. APOLOGIES

Apologies for absence were received from Dominic Christian and Sheriff Christopher Hayward.

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

There were no declarations.

3. MINUTES OF THE PREVIOUS MEETING RESOLVED, that:

the public minutes and the non-public summaries of the meeting on 8 June 2021 be agreed as a correct record.

MATTERS ARISING

There were none.

4. OUTSTANDING ACTIONS LIST

The Committee considered the Outstanding Actions List. With reference to point 1, the Chairman noted the importance of completing outstanding actions promptly and to a specified deadline.

During a discussion under point 2, members agreed that the Chairman would write to Chairs of Committees to state clearly that a nominating department was responsible for payment for the Freedom ceremony, including any hospitality. It

was also agreed that the Chamberlain and the Remembrancer would jointly send similar correspondence to all Chief Officers.

There was a brief discussion in relation to point 4 and members agreed that the responsibility for production of the requested business plan lay with the Clerk to the Chamberlain's Court. It was also noted, however, that given the role of the Clerk to the Chamberlain's Court fed directly into the Senior Leadership Team's reporting line within the Chamberlain's Department, that the Chamberlain's Department's business manager would also assist in production of the business plan.

Resolved: that:

- (i) the Outstanding Actions List be noted;
- (ii) that the Chairman write to the Chairs of Committee to clarify the guidance for payment for Freedom ceremonies and hospitality; that the Chamberlain and the Remembrancer write to other Chief Officers to clarify the guidance for payment for Freedom ceremonies and hospitality.

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

There were none.

6. 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
8-9	1
10	-
11-14	1
15	-

7. NON-PUBLIC MINUTES

RESOLVED, that:

the non-public minutes of the meeting held on 8 June 2021 be agreed as a correct record.

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

There were none.

9. 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.

10. **CONFIDENTIAL MINUTES**
The Committee considered the confidential minutes of the meeting held on 8 June 2021.
11. **FREEDOMS DASHBOARD AND APPLICATIONS REQUIRING DISCUSSION**
The Committee considered a report of the Remembrancer and the Chamberlain.
12. **LIST OF HEADS OF MISSIONS**
The Committee considered a report of the Remembrancer.
13. **FREEDOMS BY SPECIAL NOMINATION - COMPOSITE LIST OF POTENTIAL RECIPIENTS**
The Committee considered a report of the Chamberlain.
14. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were four questions.
15. **ANY OTHER BUSINESS THAT THE COMMITTEE AGREES SHOULD BE CONSIDERED IN CONFIDENTIAL SESSION**
There was none.

The meeting ended at 11.42 am

Chairman

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