

PLEASE BRING THIS AGENDA WITH YOU

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 Common Council, to be held through **MICROSOFT TEAMS**, on **THURSDAY** next, the **15th day of April, 2021**.

Members of the public can observe this virtual public meeting at the below link:

<https://youtu.be/lwOfKjQCXaA>

This meeting will be a virtual meeting and therefore will not take place in a physical location following regulations made under Section 78 of the Coronavirus Act 2020. A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

JOHN BARRADELL,
Town Clerk & Chief Executive.

Guildhall

Sir David Wootton

Bronek Masojada

}

Aldermen on the Rota

1 **Apologies**

2 **Declarations by Members under the Code of Conduct in respect of any items on the agenda**

3 **Minutes**

To agree the minutes of the meeting of the Court of Common Council held on 4 March 2021.

For Decision
(Pages 1 - 28)

4 **Mayoral Visits**

The Right Honourable The Lord Mayor to report on his recent engagements.

5 **Policy Statement**

To receive a statement from the Chairm of the Policy and Resources Committee.

6 **Appointment of Committees (White Paper)**

To appoint the Committees until the first meeting of the Court in April 2022 and to agree the terms of reference and constitution for each Committee.

(A list of the proposed appointments, terms of reference including proposed amendments, and constitutions has been separately circulated).

(Unless otherwise stated the requirement for certain Committees to have a Member with fewer than five or ten years' service on the Court, at the time of their appointment, is fulfilled by the existing membership).

(Supporting statements in respect of the contested vacancies outlined below are set out immediately following the White Paper, at pages 79 to 88).

(Where vacancies are contested, ballot papers have been circulated electronically for completion by 12noon on Wednesday 14 April. The results of these indicative ballots will be made known to the Court and recommendations for appointment put for approval at the meeting accordingly).

Nominations received for vacancies of varying terms:-

Where appropriate:-

** denotes a Member standing for re-appointment;*

denotes a Member with fewer than five years' service on the Court;

† denotes a Member whose primary residence is in the City;

^ denotes a Member who currently serves on the Committee in either an ex-officio capacity or as a representative of another Committee with appointment rights.

To consider the following appointments:

(A) **Policy and Resources Committee** (five vacancies).
(Contest)

Nominations received:-

^Randall Keith Anderson

*Deputy Keith David Forbes Bottomley

*Simon D'Olier Duckworth, O.B.E., D.L.

Caroline Wilma Haines
 *Sheriff Christopher Michael Hayward
 *Sir Michael Snyder
 James Richard Tumbridge
 *Deputy Philip Woodhouse

- (B) **Hospitality Working Party of the Policy and Resources Committee** (one vacancy).
 (No contest)
Nominations received:-
 *Wendy Mead, O.B.E.
- (C) **Members' Privileges Sub (Policy and Resources) Committee** (four vacancies).
 (No contest)
Nominations received:-
 *Simon D'Olier Duckworth, O.B.E., D.L.
 *Deputy Edward Lord, O.B.E., J.P.
 *Deputy Richard David Regan, O.B.E.
 *Jeremy Lewis Simons, O.B.E.
- (D) **Capital Buildings Committee** (one vacancy).
 (No contest)
Nominations received:-
 *Deputy Edward Lord, O.B.E., J.P.
- (E) **Investment Committee** (four vacancies).
 (No contest)
Nominations received:-
 *Simon D'Olier Duckworth, O.B.E., D.L.
 *Tim Levene
 *Deputy James Henry George Pollard
 *Alderman Robert Picton Seymour Howard
- (F) **Audit and Risk Management Committee** (three vacancies).
 (Contest)
Nominations received:-
 Rehana Banu Ameer
 *Anne Fairweather
 Deputy Robert Allan Merrett
 *John Petrie, O.B.E.
- (G) **Police Authority Board** (three vacancies).
 (Contest)
Nominations received:-
 *Nicholas Michael Bensted-Smith, J.P.
 *Deputy Keith David Forbes Bottomley
 Simon D'Olier Duckworth, O.B.E., D.L.
 †Helen Lesley Fentimen, O.B.E.
 †Jeremy Paul Mayhew
 †Graham David Packham
 James Richard Tumbridge

- (H) **Education Board** (three vacancies).
(No contest)
Nominations received:-
*Caroline Wilma Haines
*Alderman Robert Picton Seymour Howard
*Benjamin Murphy
- (I) **Board of Governors of the Guildhall School of Music & Drama** (four vacancies).
(No contest)
Nominations received:-
*Randall Keith Anderson
Simon D'Olier Duckworth, O.B.E., D.L.
*Vivienne Littlechild, M.B.E., J.P.
*Andrew Paul Mayer
- (J) **Gresham (City Side) Committee** (two vacancies).
(No contest)
Nominations received:-
#Alexander Robertson Martin Barr
*Sheriff Christopher Michael Hayward
- (K) **Establishment Committee** (four vacancies).
(No contest)
Nominations received:-
*Deputy Keith David Forbes Bottomley
*Sheriff Christopher Michael Hayward
#*Tracey Graham
Deputy Tom Sleigh
- (L) **Open Spaces, City Gardens and West Ham Park Committees** (two vacancies on each Committee).
(Contest)
Nominations received:-
Andrew Stratton McMurtrie, J.P.
*Deputy Barbara Patricia Newman, C.B.E.
*Deputy John Tomlinson
- (M) **Epping Forest & Commons Committee** (four vacancies).
(No contest)
Nominations received:-
*Peter Gordon Bennett
*Caroline Wilma Haines
*Gregory Alfred Lawrence
Deputy Edward Lord, O.B.E., J.P.
- (N) **Hampstead Heath, Highgate Wood & Queen's Park Committee** (four vacancies).
(No contest)
Nominations received:-
*William Upton, Q.C.

- (O) **Barbican Residential Committee**, in the category of non-resident (two vacancies).
(No contest)
Nominations received:-
*Andrew Stratton McMurtrie, J.P.
- (P) **Barbican Centre Board** (four vacancies).
(Contest)
Nominations received:-
^Tijs Broeke
*Alderman David Graves
*Wendy Mead, O.B.E.
Deputy James Henry George Pollard
*Deputy Tom Sleigh
- (Q) **Bridge House Estates Board** (eight vacancies).
(Contest)
Nominations received:-
Henry Nicholas Almroth Colthurst
Simon D'Olier Duckworth, O.B.E., D.L.
Deputy Jamie Ingham Clark
Paul Nicholas Martinelli
Jeremy Paul Mayhew
Dhruv Patel, O.B.E.
#John Petrie, O.B.E.
Judith Lindsay Pleasance
Deputy James Henry George Pollard
Deputy Dr Giles Robert Evelyn Shilson
Jeremy Lewis Simons, O.B.E.
- (R) **Licensing Committee** (four vacancies).
(No contest)
Nominations received:-
*Peter Gerard Dunphy
*Mary Durcan
*Deputy Jamie Ingham Clark
- (S) **Health & Social Care Scrutiny Committee** (two vacancies).
(No contest)
Nominations received:-
*Andrew Paul Mayer
*Deputy Barbara Patricia Newman, C.B.E.
- (T) **Health & Wellbeing Board** (one vacancy).
(No contest)
Nominations received:-
*Mary Durcan
- (U) **Local Government Pensions Board** (one vacancy).
(No contest)
Nominations received:-
*Mark Raymond Peter Henry Delano Wheatley

- (V) **Markets Committee** (three vacancies).
(No contest)

Nominations received:-

*Deputy David John Bradshaw

*Wendy Mead, O.B.E.

*Deputy Philip Woodhouse

- (W) **Culture, Heritage & Libraries Committee** (one vacancy).
(No contest)

Nominations received:-

Mary Durcan

- (X) **Community & Children's Services Committee** (one vacancy).
(Contest)

Nominations received:-

*Munsur Ali

*Mary Durcan

*Alderman David Graves

Jeremy Lewis Simons, O.B.E.

For Decision
(Pages 29 - 88)

7 **Policy and Resources Committee**

To consider proposals in relation to the holding of meetings over the coming period.

For Decision
(Pages 89 - 104)

8 **Establishment Committee**

To consider reports of the Establishment Committee as follows:-

- (A) **Election of Chamberlain and appointment of other Senior Officers** – To elect a Chamberlain and note the appointment of various other Senior Officers.

NB – During consideration of this item, the Court will be invited to exclude the public for a period to facilitate the candidate for Chamberlain appearing before it. 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 made known.

For Decision
(Pages 105 - 112)

- (B) **Recruitment Panels for Tier 1 and 2 positions** – To consider proposals relating to the arrangements for recruiting Senior Officers.

For Decision
(Pages 113 - 118)

9 **Hospitality Working Party of the Policy and Resources Committee**

To consider applications for hospitality.

For Decision
(Pages 119 - 120)

- 10 **The Freedom of the City**
To consider a circulated list of applications for the Freedom of the City.
For Decision
(Pages 121 - 124)
- 11 **Resolutions on Retirements, Congratulatory Resolutions, Memorials.**
- 12 **Petitions**
To receive a petition submitted by Mark Bostock pursuant to Standing Order No.20, relative to the City Corporation's planning processes.
For Decision
(Pages 125 - 126)
- 13 **Questions**
- 14 **Motions**
- 15 **Policy and Resources Committee**
To note reports of the Policy and Resources Committee, as follows:-
- (A) **Report of Urgent Action Taken: Amendments to the Scheme of Delegations** - to note action taken under urgency procedures concerning minor amendments to the Scheme of Delegations, required as a result of the Target Operating Model.
For Information
(Pages 127 - 128)
- (B) **Report of Urgent Action Taken: Ward Committee appointments** - to note action taken under urgency procedures concerning an amendment to Standing Orders, facilitating Ward Committee service by Aldermen.
For Information
(Pages 129 - 132)
- (C) **Report of Action Taken: Statues Working Group** – to note action taken under urgency procedures to allow the Working Group to report directly to the Court of Common Council.
For Information
(Pages 133 - 134)
- 16 **Finance Committee**
To note action taken under urgency procedures to rectify an inconsistency within the City Fund budget approved on 4 March 2021.
For Information
(Pages 135 - 146)
- 17 **Legislation**
To receive a report setting out measures introduced into Parliament which may have an effect on the services provided by the City Corporation.
For Information
(Pages 147 - 148)

8

18 **Docquets for the Hospital Seal**

19 **Awards and Prizes**

MOTION

20 **By the Chief Commoner**

That the public be excluded from the meeting for the following items of business below on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A of the Local Government Act, 1972.

For Decision

21 **Non-Public Minutes**

To agree the non-public minutes of the meeting of the Court held on 4 March 2021.

For Decision
(Pages 149 - 150)

22 **Establishment Committee**

To consider the confidential annex to the report at Item 8(a) and elect the Chamberlain.

For Decision
(Pages 151 - 154)

23 **Policy and Resources**

To consider proposals relating to the Secure City Programme.

For Decision
(Pages 155 - 162)

24 **Property Investment Board**

To note action taken under urgency procedures concerning the refurbishment of a Bridge House Estates property.

For Information
(Pages 163 - 166)



RUSSELL, MAYOR

COURT OF COMMON COUNCIL

4th March 2021
MEMBERS PRESENT

ALDERMEN

Sir Charles Edward Beck Bowman
Emma Edhem
Sir Peter Estlin
Sir Roger Gifford
Alison Gowman
Prem Goyal
David Andrew Graves

Timothy Russell Hailes
Robert Picton Seymour Howard
Robert Charles Hughes-Penney
Vincent Thomas Keaveny
Alastair John Naisbitt King
Susan Langley
Ian David Luder

Nicholas Stephen Leland Lyons
Sheriff Professor Michael Raymond Mainelli
The Rt Hon. The Lord Mayor, Alderman
William Anthony Bowater Russell
Sir David Hugh Wootton
Sir Alan Colin Drake Yarrow

COMMONERS

George Christopher Abrahams
John David Absalom, Deputy
Caroline Kordai Addy
Munsur Ali
Rehana Banu Ameer
Randall Keith Anderson
Alexander Robertson Martin Barr
Douglas Barrow
Adrian Mark Bastow
Matthew Bell
John Bennett, Deputy
Peter Gordon Bennett
Nicholas Michael Bensted-Smith
Christopher Paul Boden
Mark Bostock
Keith David Forbes Bottomley,
Deputy
David John Bradshaw, Deputy
Tijs Broeke
Michael John Cassidy, Deputy
Roger Arthur Holden Chadwick,
Deputy
John Douglas Chapman
Dominic Gerard Christian

Graeme Doshi-Smith
Karina Dostalova
Peter Gerard Dunphy, Deputy
Mary Durcan
John Ernest Edwards
Anne Helen Fairweather
Helen Lesley Fentimen
Sophie Anne Fernandes
John William Fletcher
Marianne Bernadette Fredericks
Tracey Graham
Caroline Wilma Haines
The Revd Stephen Decatur
Haines
Graeme Harrower
Sheriff Christopher Michael
Hayward
Christopher Hill
Tom Hoffman, Deputy
Ann Holmes
Michael Hudson
Wendy Hyde, Deputy
Jamie Ingham Clark, Deputy
Clare James, Deputy

Henry Llewellyn Michael Jones,
Deputy
Shravan Joshi
Gregory Alfred Lawrence
Tim Levene
Natasha Maria Cabrera Lloyd-Owen
Oliver Arthur Wynlayne Lodge
Edward Lord, Deputy
Paul Nicholas Martinelli
Jeremy Mayhew
Catherine McGuinness, Deputy
Andrew Stratton McMurtrie
Wendy Mead
Robert Allan Merrett, Deputy
Andrien Gereith Dominic Meyers,
Deputy
Brian Desmond Francis Mooney,
Deputy
Hugh Fenton Morris
Alastair Michael Moss, Deputy
Benjamin Daniel Murphy
Barbara Patricia Newman
Graham Packham
Dhruv Patel
Susan Jane Pearson

John Petrie
Judith Pleasance
James Henry George Pollard,
Deputy
Henrika Johanna Sofia Priest
Stephen Douglas Quilter
Elizabeth Rogula, Deputy
James de Sausmarez
Ruby Sayed
John George Stewart Scott
Oliver Sells QC
Dr Giles Robert Evelyn Shilson,
Deputy
Jeremy Lewis Simons
Tom Sleigh, Deputy
Sir Michael Snyder
James Michael Douglas
Thomson, Deputy
John Tomlinson, Deputy
James Richard Tumbridge
William Upton QC
Mark Raymond Peter Henry
Delano Wheatley
Philip Woodhouse, Deputy
Dawn Linsey Wright

1. Apologies The apologies of those Members unable to attend this meeting of the Court were noted.
2. Declarations There were no additional declarations.
3. Minutes *Resolved* – That the minutes of the last Court are correctly recorded.
4. Mayoral The Rt Hon the Lord Mayor took the opportunity to update the Court on his virtual

- Visits engagement programme.
5. Policy Statement There was no statement.
6. Questions **COVID-19 Vaccination – Prospective use of Great Hall**
 Marianne Fredericks asked a question of the Chair of the Policy and Resources Committee concerning the prospective use of the Great Hall as a mass vaccination site, as part of efforts to assist with the COVID-19 response.

Responding, the Chair confirmed that officers had looked into the possibility but had been advised that NHS England were not engaging with further mass vaccination sites at this stage and, consequently, did not have interest in exploring this option further. The City Corporation was, however, continuing to work with the NHS to explore localised pharmacy options for vaccination within the Square Mile and across North East London, as well as with the City and Hackney's Clinical Commissioning Group and NHS partners to maintain the high rates of vaccination within the City.

The Chair noted that the Guildhall Yard was currently playing a significant role in the provision of testing and compatible uses of the Guildhall complex would be kept under review.

She also took the opportunity to invite Members to a briefing on Wednesday 31 March with Public Health colleagues and the Clinical Commissioning Group, adding that further details would be circulated by e-mail.

In response to a supplementary question from Marianne Fredericks concerning the prospective use of sites such as the Barbican Exhibition Halls, the Chair suggested that she might wish to discuss the matter further with relevant officers or at the Health and Wellbeing Board to see if there was any potential scope for this, but reiterated the general position of NHS England in respect of large venues for mass vaccination. She also added that, in respect of the Great Hall in particular, there would likely be a need to use this for City Corporation meetings in the near future so offering it as a potential site to the NHS could cause complications in due course.

Following a further supplementary question from Paul Martinelli relating to the possibility of a physical Court meeting in April, the Chair sympathised with the desire to reinstate physical meetings but observed the need to comply with Government guidelines and social distancing requirements, which would be prohibitive until a later stage in the Government's "roadmap" process.

7. **FINANCE COMMITTEE**

(Jeremy Paul Mayhew)

16 February 2021

(A) City Fund 2021/22 Budget Report and Medium-Term Financial Strategy

The Court considered a report presenting the overall financial position of the City Fund (i.e. the City Corporation's finances relating to Local Government, Police and Port Health services).

The Chairman spoke to introduce the budget, together with the City Cash and Bridge House Estate budgets at items 7(B) and 7(C), as well as clarifying a number of elements.

Concern was raised by a Member in respect of the proposal to not increase the core council tax level. In particular, the requirement to draw significantly from capital reserves to achieve a balanced budget over the length of the Medium Term Financial Plan (MTFP) was highlighted, together with the significant risks and exposures in relation to bad debts, for which it was argued that insufficient provision was being made. It was argued that an increase was required now to ensure that the cumulative impact of the rises, as achieved through the compound nature of annual increases, was sufficient to meet the requirements of the MTFP across the period. The wisdom of not raising levels now and the commensurate political message this sent ahead of the Government's Fair Funding Review was also questioned, as it gave an incorrect impression as to the challenges faced by City Fund.

Responding, the Chairman agreed with the importance of fiscal discipline and emphasised the difficult budgetary challenges ahead; however, he advised that the Finance Committee had taken the view that now was not the correct time to increase such taxes in view of the challenges facing residents and businesses at this difficult time.

Resolved – That the report be agreed to and the Court do pass a Resolution in the following terms:-

1. That for the 2021/22 financial year the Court of Common Council approves:
 - the Premium multiplier on the Non-Domestic Rate and Small Business Rate multipliers be set at £0.008 to enable the City to continue to support the City of London Police, security and contingency planning activity within the Square Mile at an enhanced level;
 - an increase of 3% in the 'relevant basic amount' of Council Tax to £952.91 based on a 3% increase for Adult Social Care for a Band D property (excluding the GLA precept);
 - the overall financial framework and the revised Medium-Term Financial Strategy for the City Fund; and
 - the City Fund Net Budget Requirement of £161,559,574

Council Tax

2. It be noted that in 2012 the Finance Committee delegated the calculation of the Council Tax Base to the Chamberlain and the Chamberlain has calculated the following amounts for the year 2021/22 in accordance with Section 31B of the Local Government Finance Act 1992:
 - (a) 8,169.64 being the amount calculated by the Chamberlain (as delegated by the Finance Committee), in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as the City's Council Tax Base for the year; this amount

includes a calculation of the amount of council tax reduction; and

(b) Parts of Common Council's Area

Inner Temple	Middle Temple	City excl. Temples (special expense area)
85.39	61.11	8,023.14

being the amounts calculated by the Chamberlain, in accordance with the Regulations, as the amounts of the City's Council Tax Base for the year for dwellings in those parts of its area to which the special items relate.

3. For the year 2021/22 the Common Council determines, in accordance with Section 35(2)(d) of the Local Government Finance Act 1992, that any expenses incurred by the Common Council in performing in a part of its area a function performed elsewhere in its area by the Sub-Treasurer of the Inner Temple and the Under Treasurer of the Middle Temple shall not be treated as special expenses, apart from the amount of £20,807,000 being the expenses incurred by the Common Council in performing in the area of the Common Council of the City of London the City highways, street cleansing, waste collection and disposal, road safety, drains and sewer functions.
4. That the following amounts be now calculated by the Common Council for the year 2021/22 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992:

- | | |
|------------------|---|
| (a) £477,493,000 | Being the aggregate of the amounts which the Common Council estimates for the items set out in Section 31A(2) (a) to (f) of the Act, including the local precepts issued by the Inner and Middle Temples |
| (b) £469,708,068 | Being the aggregate of the amounts which the Common Council estimates for the items set out in Section 31A(3) (a) to (d) of the Act; |
| (c) 7,784,932 | Being the amount by which the aggregate at 4(a) above exceeds the aggregate at 4(b) above, calculated by the Common Council, in accordance with Section 31A(4) of the Act, as its council tax requirement for the year; |
| (d) £952.91 | Being the amount of 4(c) above, divided by the amount at 2(a) above, |

calculated by the Common Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year;

(e) £21,186,928.70

Being the aggregate amount of all special items referred to in Section 34(1) of the Act, including the local precepts issued by the Inner and Middle Temples;

(f) £1,640.46

Being the amount at 4(d) above less the result given by dividing the amount at 4(e) above by the amount at 2(a) above, calculated by the Common Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.

(g) Parts of Common Council's Area

Inner Temple	Middle Temple	City excl. Temples (special expense area)
£	£	£
952.91	952.91	952.91

being the amounts given by adding to the amount at 4(f) above the amounts of the special item or items relating to dwellings in those parts of the Common Council's area mentioned above divided in each case by the amount at 2(b) above, calculated by the Common Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one of the special items relate; and

(h) Council Tax Valuation Bands

Valuation Bands	Inner Temple	Middle Temple	City excluding Temples (special expense area)
	£	£	£
A	635.27	635.27	635.27
B	741.15	741.15	741.15

C	847.03	847.03	847.03
D	952.91	952.91	952.91
E	1,164.67	1,164.67	1,164.67
F	1,376.43	1,376.43	1,376.43
G	1,588.18	1,588.18	1,588.18
H	1,905.82	1,905.82	1,905.82

being the amounts given by multiplying the amounts at 4(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which, in that proportion, is applicable to dwellings listed in valuation band D, calculated by the Common Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

5. It be noted that for the year 2021/22 the Greater London Authority has proposed the following amounts in precepts issued to the Common Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

<u>Valuation Bands</u>	<u>Precepting Authority</u>
	Greater London Authority
	£
A	64.35
B	75.08
C	85.80
D	96.53
E	117.98
F	139.43
G	160.88
H	193.06

6. Having calculated the aggregate in each case of the amounts at 4(h) and 5 above, the Common Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby proposes the following amounts as the amounts of Council Tax for the year 2021/22 for each of the categories of dwelling as shown below:

Council Tax Valuation Bands Inclusive of GLA Precept

Valuation Bands	Inner Temple	Middle Temple	City excluding Temples (special expense area)
	£	£	£

A	699.62	699.62	699.62
B	816.23	816.23	816.23
C	932.83	932.83	932.83
D	1,049.44	1,049.44	1,049.44
E	1,282.65	1,282.65	1,282.65
F	1,515.86	1,515.86	1,515.86
G	1,749.06	1,749.06	1,749.06
H	2,098.88	2,098.88	2,098.88

7. The Common Council of the City of London hereby determines that the following amounts of discount be awarded:

- i. dwellings in Class B as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992 should be nil;
- ii. dwellings in Class C as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992:

- (a) in the case of a vacant dwelling that has been such for a continuous period of less than 6 months ending immediately before the day in question: should be nil;

- (b) in the case of a vacant dwelling that has been such for a continuous period of 6 months or more: should be nil;

- iii. dwellings in Class D as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992 should be nil;
- iv. care leavers within the City up to the age of 25, under Section 13A(1)(c) of the Local Government Finance Act 1992 subject to liability considerations should be 100%; and
- v. discretionary discounts up to 100% under Section 13A(1)(c) of the Local Government Finance Act 1992 to provide council tax support in exceptional circumstances as agreed by the Finance Committee at its meeting in November 2017.

8. The Common Council of the City of London determines that for 2021/22 a long-term empty property premium is levied under the provisions of Section 11B of the Local Government Finance Act 1992 at the maximum rate in accordance with legislation. (For 2021/22 this will result in an additional levy of 100% i.e. a council tax charge of 200% for applicable vacant dwellings empty over 2 years but empty less than 5 years. An additional levy of 200% i.e. a council tax charge of 300% will be applicable for dwellings empty over 5 years).

9. The Common Council of the City of London hereby determines that its relevant basic amount of council tax for 2021/22, calculated in accordance with Section 52ZX of the Local Government Finance Act 1992 is not excessive in accordance with the Referendums Relating to Council Tax Increases (Principles) (England) Report 2021/22.

Council Tax Reduction (formerly Council Tax Benefit)

10. It be noted that at the Court of Common Council meeting in January 2017 Members approved the Council Tax Reduction Scheme for 2017/18 and future years to be the same as the scheme for 2016/17. There were no proposals to make any specific amendments to the Council Tax Reduction Scheme for that or future years, beyond keeping the scheme in line with Housing Benefit.

Effectively, therefore, the City's Local Council Tax Reduction Scheme for 2021/22 will remain the same as was administered in 2017/18, 2018/19, 2019/20 and 2020/21 subject to the annual uprating of non-dependent income and deductions, and income levels relating to Alternative Council Tax Reduction, or any other uprating as it applies to working age claimants, adjusted in line with inflation levels by reference to relevant annual uprating in the Housing Benefit Scheme or The Prescribed Council Tax Reduction Scheme for Pensioners.

Non Domestic Rates

11. The Common Council of the City of London being a special authority in accordance with Section 144(6) of the Local Government Finance Act 1988 hereby sets for the chargeable financial year beginning with 1st April 2021, a Non-Domestic Rating Multiplier of 0.520 and a Small Business Non-Domestic Rating Multiplier of 0.507 in accordance with Part II of the Schedule 7 of the said Act. (Both multipliers are inclusive of the City business rate premium of 0.008).
12. In addition, the levying by the Greater London Authority of a Business Rate Supplement in 2021/22 of 0.020 (i.e. 2.0p in the £) on hereditaments with a rateable value greater than £70,000, to finance its contribution to Crossrail, be noted.
13. A copy of the said Council Taxes and the Non-Domestic Rating Multipliers, signed by the Town Clerk, be deposited in the offices of the Town Clerk in the said City, and advertised within 21 days from the date of the Court's decision, in at least one newspaper circulating in the area of the Common Council.

Capital Expenditure and Financing for the Year 2021/22

It be further resolved that: -

14. The City Fund capital budget is approved, and its final financing be determined by the Chamberlain, apart from in regard to any possible borrowing options.

15. For the purpose of Section 3(1) of the Local Government Act 2003, for the financial years 2021/22 to 2023/24, the Court of Common Council hereby determines that at this stage the amount of money (referred to as the "Authorised Limit"), which is the maximum amount which the City may have outstanding by way of external borrowing, shall be £411,300,000.
16. For the purpose of Section 21(A) of the Local Government Act 2003, for the financial year 2021/22, the Court of Common Council hereby determines that the prudent amount of Minimum Revenue Provision is £1,100,000 using the asset life method over the useful economic life of the relevant assets and which equals the amount of deferred income released from the premiums received for the sale of long leases in accordance with the Minimum Revenue Provision Policy at Appendix E.
17. Any potential external borrowing requirement and associated implications will be subject to a further report to Finance Committee and the Court of Common Council.
18. The Chamberlain be authorised to lend surplus monies on the basis set out in the Annual Investment Strategy, with an absolute limit of £500m for maturities in excess of 365 days.
19. The following Prudential Indicators be set:

	2021/22	2022/23	2023/24
Estimates of the ratio of financing costs to net revenue stream:			
HRA	0.24	0.30	0.35
Non-HRA	-0.27	-0.30	-0.32
Total	-0.23	-0.25	-0.26
Estimates of Capital Expenditure	£m	£m	£m
HRA	65.125	32.398	0.000
Non-HRA	179.993	201.331	232.469
Total	245.118	233.729	232.469
Estimates of Capital Financing Requirement – underlying need to borrow	£m	£m	£m
HRA	19.227	29.746	28.211
Non-HRA	104.755	232.140	270.860
Total	123.982	261.886	299.071

	Period 2021/22 to 2023/24 £m
Gross Debt	13.302
Capital Financing Requirement – underlying need to borrow	299.071

Prudential indicators for affordability, prudence, capital expenditure and external debt:

TREASURY MANAGEMENT INDICATORS	2019/20	2020/21	2021/22	2022/23
	actual	probable outturn	estimate	estimate
	£m	£m	£m	£m
Authorised Limit for external debt -				
Borrowing	145.3	164.9	224.0	361.0
other long-term liabilities	13.8	13.7	13.5	13.4
TOTAL	159.1	178.6	237.5	375.3
Operational Boundary for external debt -				
Borrowing	45.3	64.9	124.0	261.0
other long-term liabilities	13.8	13.7	13.5	13.4
TOTAL	59.1	78.6	137.5	275.3
Actual external debt*	0	0	-	-
Upper limit for total principal sums invested for over 365 days (per maturity date)	£300m	£500m	£500m	£500m

Maturity structure of borrowing during 2021/22	upper limit	lower limit
- under 12 months	50%	0%
- 12 months and within 24 months	50%	0%
- 24 months and within 5 years	50%	0%
- 5 years and within 10 years	75%	0%
- 10 years and above	100%	0%

Local Indicator focusing on revenue reserves:

	2019/20	2020/21	2021/22	2022/23
Times cover on unencumbered revenue reserves	(1.8)	6.2	5.0	2.6
<i>At this time last year</i>	(3.8)	0.1	N/a	-

Other Recommendations

20. The Treasury Management Strategy Statement and Annual Investment Strategy 2021/22 are endorsed.
21. The Chamberlain's assessment of the robustness of budgets and the adequacy of reserves and contingencies is endorsed.

(B) 2021/22 City's Cash Budgets and Medium-Term Financial Plan

The Court considered a report of the Finance Committee presenting the overall financial position of City's Cash.

Snyder, Sir
Michael;
Hayward, C.M.,
Sheriff

Amendment – That the following additional recommendation be added, as follows:-

“7. Agree the creation of a City of London Covid Business Recovery Fund to alleviate some of the worst effects of the pandemic upon the Square Mile’s support infrastructure and to enable the City to emerge with a functional and thriving economy, by drawing-down up to £50 million from City’s Cash balances and short-term financial investments, or alternatively financed through borrowing. Grants from the Fund will be made available to small and independent retailers and hospitality businesses together with those providing clinical and professional services (e.g. dentists and opticians) necessary for the successful return of all those who work in businesses in the City. Businesses applying for support from the Fund, the process of which must be easily accessible, must demonstrate that they are capable of surviving on a viable and going concern basis and that owners have taken necessary steps including, where possible, financial contributions to their business. Grants from the Fund would normally be dependent on the businesses also receiving substantial financial support (not just rent deferrals) from their landlords. Officers are instructed to bring forward a report to the next meeting of the Policy & Resources Committee, who will be responsible for the fund and its deployment, recommending arrangements and detailed criteria to implement the deployment of the Fund, including the appointment of professional firm(s) with relevant expertise necessary for providing advice and support to enable the Fund to commence making grants as soon as is reasonably practicable.”

Sir Michael Snyder, as the Mover of the Amendment, spoke to introduce the proposal and outlined the rationale and urgency associated with it, commenting on the unprecedented challenges facing City businesses and the need to show leadership at this time more than ever. He reflected on the crucial role of the City for London and the nation in generating income and observed that, notwithstanding the Government's many support packages offered to businesses to-date, City businesses had particular issues which required further assistance to be offered, in particular those smaller enterprises so dependent on footfall given the proportion of

residents to workers in the City in normal times. The infrastructure provided by these small businesses in supporting the workforce of the larger businesses was essential to the success of the City; therefore, a robust plan for their support was imperative. Sir Michael outlined the content of the Amendment

Members proceeded to debate the Amendment. During discussion, a large number of Members spoke to express strong support for the proposal, with the following points arising:

- Members reflected on the cost of the proposal, noting that the likely detrimental impact of not acting to support businesses in this way would far outweigh the £50m cost of this particular package. It was observed that such extraordinary circumstances required extraordinary steps to be taken by the City Corporation and that the survival of small and micro businesses which supported the City infrastructure and sustained the larger businesses was vital.
- The detail of the scheme would be important to get right, both in terms of ensuring the application process was efficient so as not to be problematic for businesses, as well as ensuring that the grants were only given to sustainable businesses. In respect of the latter point, it was suggested that this sustainability should apply not only to financial sustainability, but also with a view to considering the nature of businesses in the City and their alignment with the City Corporation's wider corporate plan for the City including in relation to climate action, commitment to the London Living Wage, and so on. However, it was observed that many small and micro businesses did not have the capacity to have climate strategies or so on, with it urged that focus should instead be on making the scheme auditable, quick, and flexible. A suggestion was made that the United Nations' Principles of Responsible Investment approach be looked at, this being an aspirational approach in nature.
- Noting the source of the fund, it was observed that other areas of City activity paid for by City's Cash were currently subject to funding cuts and had also suffered from the impact of Covid. It was, therefore, urged that this be borne in mind in future when the costs of this Recovery Fund were being met and that such areas not be targeted for any further contributions. The open spaces in particular were referenced, as these had been particularly vital for Londoners during lockdown, both in terms of physical and mental wellbeing, and required significant investment in terms of maintenance as a result.
- Several Members commented on the fundamental importance of getting footfall back into the City, as this Fund would not work in isolation and custom was required to keep businesses going.
- It was urged that the scheme be made measurable so that its effectiveness could be assessed, both in terms of stimulating the re-opening of businesses and stimulating an increase in footfall through increased workers back in the City.
- A suggestion was also made that the application scheme should be digitally-led, so as to mitigate against fraud, although it was also urged that "perfect not be the enemy of the good" in respect of policies and controls on the

dispensation of funds.

Closing the debate, the Mover of the Amendment thanked Members for their support and reflected on the galvanising and enabling intention of this amendment. He stressed the importance of any system being user-friendly for businesses and, above all, focused on getting people back into the City.

Upon the amendment being put, the Lord Mayor declared it to be carried, unanimously.

The report as amended being then before the Court, the Lord Mayor declared it to be carried.

Resolved – That Members of the Court of Common Council:-

1. Note the latest revenue budgets for 2020/21 (paragraphs 18 to 25).
2. Agree the 2021/22 revenue budgets, including the following measures:
 - Note the **overall budget envelope** for City Cash incorporates 12% savings as agreed by the Finance Committee in December and are consistent with the approved savings flightpath.
 - **Unfunded additional revenue bids:** To be avoided during 2021/22 - 2024/25 and carry forwards from 2020/21 to be minimised.
 - **Grants:** Application of 12% savings, unless agreed co-funding arrangement is in place.
3. Approve the 2021/22 Capital and Supplementary Revenue Project Budgets for City's Cash amounting to £33.3m (paragraph 27).
4. Approve the allocation of central funding of up to £17.7m for City's Cash to meet the cost of the 2021/22 capital schemes. Release of such funding being subject to approval at the relevant Gateway and specific agreement of your Resource Allocation Sub-Committee at Gateway 4(a) (paragraph 29).
5. Approve the allocation of central funding to provide an internal loan facility of up to £15.6m for the City of London School (CLSG) to progress its masterplan – release of such funding being subject to approval at the relevant Gateway and separate approval of the loan terms and conditions (paragraph 30).
6. Delegate authority to the Chamberlain to determine the final financing of capital and supplementary revenue project expenditure.
7. Agree the creation of a City of London Covid Business Recovery Fund to alleviate some of the worst effects of the pandemic upon the Square Mile's support infrastructure and to enable the City to emerge with a functional and thriving economy, by drawing-down up to £50 million from City's Cash balances and short-term financial investments, or alternatively financed through borrowing. Grants from the Fund will be made available to small and independent retailers and hospitality businesses together with those providing

clinical and professional services (e.g. dentists and opticians) necessary for the successful return of all those who work in businesses in the City. Businesses applying for support from the Fund, the process of which must be easily accessible, must demonstrate that they are capable of surviving on a viable and going concern basis and that owners have taken necessary steps including, where possible, financial contributions to their business. Grants from the Fund would normally be dependent on the businesses also receiving substantial financial support (not just rent deferrals) from their landlords. Officers are instructed to bring forward a report to the next meeting of the Policy & Resources Committee, who will be responsible for the fund and its deployment, recommending arrangements and detailed criteria to implement the deployment of the Fund, including the appointment of professional firm(s) with relevant expertise necessary for providing advice and support to enable the Fund to commence making grants as soon as is reasonably practicable.

(C) Bridge House Estates – Revenue Budget 2021/22 and Medium-Term Financial Plan

The Court considered a report of the Finance Committee presenting the overall financial position of Bridge House Estates.

Resolved – That, Members of the Court of Common Council, acting for the City Corporation as the charity trustee of Bridge House Estates and solely in the charity's best interests:

1. Note the latest revenue forecast for 2020/21 (paragraphs 6 to 7 of the report).
2. Approve the 2021/22 revenue budget and Medium-Term Financial Plan for period 2022/23 – 2024/25 (paragraphs 8 to 10).
3. Approve that the additional allocation of income reserves available for charitable funding be held at £180m, a reduction of £20m from the sum allocated in March 2020, until a further forecast is presented for review (paragraph 12).
4. Approve that free reserves are maintained at between £33-55m over and above the agreed policy of £35m across the period of the Medium-Term Financial Plan as a mitigation against the uncertain period in which the charity is operating (paragraph 11).
5. Approve the 2021/22 capital and supplementary revenue project budgets (paragraph 16).
6. Note that a revised Medium-Term Financial Plan for the charity will be presented for approval, should the power for total return accounting for endowed charities be granted by Supplemental Royal Charter currently under consideration by the Privy Council's Office – timing to be confirmed (paragraph 15).

*Mooney, B.D.F.,
Deputy; Moss,
A.M., Deputy*

Further resolved - That the thanks of the Court be given to the Chairman of the Finance Committee for his introduction to the budget reports before the Court this day and that a copy be circulated to every Member in the usual way.

8. **ESTABLISHMENT COMMITTEE****(Deputy Edward Lord, O.B.E., J.P.)****Draft Pay Policy Statement**

The Localism Act 2011 requires the City of London Corporation to prepare and publish a Pay Policy Statement setting out its approach to pay for the most senior and junior members of staff. This must be agreed each year by the full Court of Common Council.

The statement, having been updated for 2021/22 and approved by both the Establishment Committee and Policy and Resources Committee, was therefore presented to the Court of Common Council with the **recommendation** that it be approved.

Resolved – That the draft Pay Policy Statement for 2021/22, as set out in the Appendix to the report, be approved.

9. **POLICY AND RESOURCES COMMITTEE****(Deputy Catherine McGuinness)**

18 February 2021

Governance Review: Competitiveness

The Court was recommended to approve a series of proposals relating to Competitiveness, following a consultation process on the associated recommendations emerging from the Lisvane Review.

Resolved – That:-

1. The proposals in relation to Competitiveness made by Lord Lisvane in Section 6 of his Review (Appendix 1) be noted and the recommendations of the Policy and Resources Committee thereon, as set out in paragraph 15 of the report, be approved.
2. The Town Clerk be authorised to take such actions as are required to give effect to the decisions taken by the Court and facilitate their implementation.

18 February 2021

(B) Proposed Terms of Reference for a Bridge House Estates Board

In December 2020, the Policy & Resources Committee considered a report, for the City Corporation as Trustee for Bridge House Estates (charity no. 1035628) (“BHE”), relating to the creation of a dedicated committee of the Court of Common Council from April 2021 to be responsible for the administration of BHE under the oversight of the Court.

The recommendations relating to the establishment of a BHE committee of the Court reflected the views of professional officers and legal advisors arising from the BHE Strategic Governance Review (“the BHE Review”). A single committee was recommended to support regulatory best practice and ensure that, by the implementation of a governance and operational framework providing for cohesive

oversight of this large and complex charity in this way, the City Corporation as Trustee will better discharge its duties to administer the charity effectively, solely in the charity's best interests and in furtherance of BHE's charitable objects, thus helping to deliver maximum impact for beneficiaries.

The Policy and Resources Committee agreed in principle the recommendation to create a BHE committee in December 2020 but requested that the proposed arrangements be brought back for consideration in more detail in advance of any recommendations being presented to the Court. At the Committee's meeting in February, proposed Terms of Reference for the new BHE committee, to be called the "Bridge House Estates Board", were presented for approval, together with further details of the necessary changes to the City Corporation's corporate governance framework that would need to be made to support the effective implementation of the new BHE Board from April 2021. Members will be further engaged in implementing the corporate governance arrangements to be adopted in the administration of the charity, including for collaboration across all the City Corporation's functions (and Funds), particularly in relation to investment matters (refer paragraph 28 of the Report).

Resolved – That the Court of Common Council in the discharge of its functions for the City Corporation as Trustee for Bridge House Estates and solely in the charity's best interests, agrees:-

1. To constitute a committee to be named the "Bridge House Estates Board" to exercise day-to-day management and control of the charity solely in its best interests, on behalf of and under the oversight of, and with certain matters reserved to, the Court of Common Council, for implementation from April 2021;
2. To approve the draft Terms of Reference for the Bridge House Estates Board set out in Appendix A; and to delegate authority to the Town Clerk in consultation with the Chair and Deputy Chair of the Policy & Resources Committee to settle the proposed Terms of Reference following any additional comments from the Court, to be presented to the Court of Common Council in April 2021 for approval in constituting all the Court's Committees for 2021/22.
3. To authorise the Town Clerk, in consultation with the Comptroller & City Solicitor, to make any other consequential changes to the City Corporation's corporate governance documents which are required to support the effective implementation of the new Bridge House Estates Board from April 2021.

18 February 2021

(C) Fraud and Cyber Crime Reporting Service - Governance

The next generation Fraud and Cyber Crime Reporting and Analysis Service (FCCRAS) was to be a replacement for Action Fraud, the national fraud reporting service, which was a key component of the City of London Police's (COLP) function as National Lead Force for Economic Crime. Whilst the COLP had been nominated to lead the procurement of the new service, it remained majority-funded by the Home Office, so was subject to their governance requirements. Due to the estimated cost of the project exceeding £100m, it was also subject to HM Treasury governance and as well as being subject to the government's Infrastructure and Project Authority's (IPA) gateway process. The project was also currently required to report to a number of City of London Corporation Committees and Sub-

Committees.

'Governance overload' was cited as a critical risk to the project by the IPA in its recent Gateway 2 report. This was a view shared at the Home Office Finance and Investment Committee, which was due to consider the project on 18th March 2021 for approval to the next stage. Given their stated concerns and in order to streamline the governance and provide assurance that this risk was being recognised and mitigated, it was **recommended** that a dedicated Committee be established to take on the oversight and decision-making roles of the Committees and Sub-Committees that the project would otherwise report to. The new committee would be called the Fraud and Cyber Crime Reporting and Analysis Service Procurement Committee. The Chairs and Deputy Chairs of those Committees and Sub-Committees that the project would otherwise report to would comprise the membership of this new Committee, which would be time-limited for the duration of the procurement (no more than three years). This would address the serious concerns of the Home Office and IPA, while maintaining appropriate oversight and scrutiny of the procurement of what was a critical service for COLP and the Corporation.

Resolved - That the establishment of a Fraud and Cyber Crime Reporting and Analysis Service Procurement Committee be approved, to oversee the procurement of the next generation Fraud and Cyber Crime Reporting and Analysis Service. The new committee would be time limited to a period of three years (from April 2021 to April 2024) to cover the duration of the procurement of this service and would take on the responsibilities of those Committees and Sub-Committees currently overseeing this project, whose Chairs and Deputy Chairs will comprise the membership of the new Committee (as set out at Appendix 1).

4 February 2021

(D) Report of Action Taken: London Councils Grant Scheme

The Court received a report advising of action taken under urgency procedures regarding the issue of annual levies for subscriptions to the constituent councils of the London Councils Grant Scheme. Following consideration by constituent councils, the approval of the Court was required under urgency procedures to issue the levies before the statutory deadline of 15 February 2021.

Resolved – That the action taken under urgency procedures be noted.

10. **CAPITAL BUILDINGS COMMITTEE**

(Sir Michael Snyder)

13 January 2021

Extension of Current Chairman's Term

In accordance with Standing Order 29(2) the Chairman of Capital Buildings Committee was subject to annual re-election and was limited to serving a maximum term of three years. The current Chairman was now in his third and final year and was not currently eligible to seek election for a fourth year in this position.

However, the Capital Buildings Committee was currently at a critical stage in overseeing the range of projects it is responsible for delivering. Following a recommendation of the Chair of the Policy and Resources Committee, the

Committee had unanimously agreed that maintaining continuity of leadership would be crucial in guiding the work of the Committee during the next year. It was, therefore, recommended that Standing Order 29(2) be waived in respect of this Committee for the coming year, to allow for a fourth year of service.

Resolved - That Standing Order No. 29(2) be waived in respect of the Chairmanship of the Capital Buildings Committee for a period of one year, to allow the current Chairman to be eligible to seek a fourth year as Chairman.

11. **AUDIT AND RISK MANAGEMENT COMMITTEE**

(Alexander Robertson Martin Barr)

9 February 2021

External Member Recommendation

In September 2011, the Court of Common Council agreed that the Audit and Risk Management Committee should have the ability to recruit up to three External Members to provide additional expertise and challenge.

The final term of one of the current External Members was due to expire on 31 March 2021 and, in advance of this, a recruitment process had been undertaken to identify a suitable successor and the appointment of the successful candidate was now **recommended**.

Resolved – That Gail Le Coz be appointed as an External Member of the Audit and Risk Management Committee, for an initial three-year term commencing 1 April 2021.

12. **PLANNING AND TRANSPORTATION COMMITTEE**

(Deputy Alastair Moss)

16 February 2021

Annual On-Street Parking Accounts 2019/20 and Related Funding of Highway Improvements and Schemes

The Court received a report advising of action taken in respect of any deficit or surplus in its On-Street Parking Account for 2019/20. This information was required to be reported to the Mayor of London.

The report informed Members that:

- the surplus arising from on-street parking activities in 2019/20 was £10.876m;
- a total of £5.005m was applied in 2019/20 to fund approved projects; and
- the surplus remaining on the On-Street Parking Reserve at 31st March 2020 was £42.713m, which will be wholly allocated towards the funding of various highway improvements and other projects over the medium term.

Resolved – That the report be noted and its submission to the Mayor of London be approved.

13. **PORT HEALTH AND ENVIRONMENTAL SERVICES COMMITTEE**

(Deputy Keith David Forbes Bottomley)

20 January 2021

Animal Reception Centre – Heathrow Airport: Annual Review of Charges

It is necessary to submit periodic recommendations to the Court for an increase to be applied to the Schedule of Charges in respect of services provided at the Heathrow Animal Reception Centre (HARC), for the forthcoming financial year.

The Byelaws, incorporating a new schedule of charges for the services provided, were set out in Appendix 1 to the report and the Committee recommended approval thereof; the Comptroller and City Solicitor being instructed to seal the Byelaws accordingly.

Resolved – That the Byelaws, as set out in Appendix 1, be approved and the Comptroller and City Solicitor be instructed to seal the Byelaws accordingly.

14. Freedoms

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

Alexandra Allan <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Headteacher <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Wandsworth, London
Farouk Bastaki <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Vincent Keaveny</i>	an Investment Authority Managing Director <i>Citizen and Solicitor</i>	Al Murqab, Kuwait
Nilesh Kumar Maganlal Bathia <i>Dr Chuba Cyprian Chigbo</i> <i>Hansraj Gudka</i>	a Pharmacist <i>Citizen and Apothecary</i> <i>Citizen and Plumber</i>	Arkley, Hertfordshire
Annabel Kate Bennett <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Charity and Media Worker. <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Old Hatfield, Hertfordshire
Mansoor Bin Ebrahim Al-Mahmoud <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Vincent Keaveny</i>	an Investment Authority Chief Executive <i>Citizen and Solicitor</i>	Doha, Qatar
Geraldine Blake <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Charity Director. <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Camberwell, London
Gemma Bowsher <i>Neville John Watson</i> <i>Peter Francis Clark</i>	a Medical Student <i>Citizen and Fletcher</i> <i>Citizen and Mason</i>	Barnes, London
Roderick Grant Church Calton <i>Peter Francis Clark</i> <i>Gerald Michael Edwards</i>	a Company Director <i>Citizen and Mason</i> <i>Citizen and Fruiterer</i>	Chelsea, London
Casper Cech-Lucas <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Funding Officer <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Peckham, London
Kenneth John Codd <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Hydrant Technician <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Garston, Hertfordshire

Paul Crudgington <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Street Environmental Officer <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Benfleet, Essex
Clair Frances Dart <i>Ann-Marie Jefferys</i> <i>Anne Elizabeth Holden</i>	a Chartered Accountant <i>Citizen and Glover</i> <i>Citizen and Basketmaker</i>	Edgware, Middlesex
James Peter Davis <i>Timothy Russell Hailes, Ald, JP.</i> <i>Deputy Charles Edward Lord, OBE, JP</i>	a Health & Wellness Company Director <i>Citizen and Pewterer</i> <i>Citizen and Broderer</i>	Dartford, Kent
Shaun Dellenty <i>Ald. Timothy Russell Hailes, JP</i> <i>Carolyn Foreman Dwyer</i>	an Educator and Consultant <i>Citizen and Pewterer</i> <i>Citizen and Pavior</i>	Rotherhithe, London
Andrew James Dias <i>Ann-Marie Jefferys</i> <i>Anne Elizabeth Holden</i>	a Civil Servant <i>Citizen and Glover</i> <i>Citizen and Basketmaker</i>	Camberley, Surrey
Kay Phyllis Sheard English <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Traffic Manager <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Frinton On Sea, Essex
Clara Ann Espinosa <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Funding Officer. <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Levenshulme, Manchester
Graham Neil Faggetter <i>Donald Howard Coombe, MBE</i> <i>Martin Robinson</i>	a Lloyd's Syndicate Manager, retired <i>Citizen and Poulter</i> <i>Citizen and Poulter</i>	Orpington, Kent
Jane Fitzgerald <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Community Centre Assistant <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Islington, London
Nigel Anthony Francis <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Street Environment Officer. <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Wembley, Middlesex
Damani Nicholas Goldstein <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Public Health Consultant <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Walthamstow, London
Marek Habrda <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Funding Manager <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Stoke Newington, London
Katherine Hannah Louise Halahan <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Funding Manager <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Bristol, Gloucestershire
His Excellency Erlan Idrissov <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Catherine Sidony McGuinness</i>	The Ambassador of Kazakhstan <i>Citizen and Solicitor</i>	Westminster, London
Md Shohidul Islam <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Patient Co-Ordinator. <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Bethnal Green, London

Ryan Philip Jones <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Communications Officer <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Croydon, Surrey
Ovssanna Kalenderian <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Library Assistant <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Islington, London
Chloe Elizabeth Evans Kane <i>Jeremy Paul Mayhew, CC</i> <i>Deputy Robert James</i> <i>Ingham Clark</i>	a Civil Servant <i>Citizen and Loriner</i> <i>Citizen and Clothworker</i>	Wood Green, London
Suzanna Kate Evans Kane <i>Jeremy Paul Mayhew, CC</i> <i>Deputy Robert James</i> <i>Ingham Clark</i>	a Teacher <i>Citizen and Loriner</i> <i>Citizen and Clothworker</i>	Hornsey, London
Frederick Martin Kinahan <i>James De Sausmarez, CC</i> <i>Alexander Barr, CC</i>	an Investment Company Director <i>Citizen and Joiner & Ceiler</i> <i>Citizen and Ironmonger</i>	Shoreditch, London
Edwina Koffie <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Weighbridge Officer <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	New Addington, Croydon
Xenia Jacovou Koumi <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Public Health Specialist <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	East Finchley, London
Ian John Lacey <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Clerk <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Becontree, Essex
Andrew Eric Law <i>The Rt. Hon The Lord Mayor</i> <i>William Francis Charnley</i>	an Asset Manager <i>Citizen and Draper</i>	Chelsea, London
Wing Yen Lindsay <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Library Assistant <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Hackney, London
His Excellency Manuel Lobo Antunes <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Catherine Sidony</i> <i>McGuinness</i>	The Ambassador of Portugal <i>Citizen and Solicitor</i>	Belgravia, London
Suzanne Lyons <i>Michael John James</i> <i>James Patrick Vaughan</i>	an Operations Director <i>Citizen and Stationer &</i> <i>Newspaper Maker</i> <i>Citizen and Stationer &</i> <i>Newspaper Maker</i>	Luton, Bedfordshire
Alan Bruce Mackie <i>John Alexander Smail</i> <i>Dorothy Newlands of</i> <i>Lauriston</i>	a Data Company Director <i>Citizen and Distiller</i> <i>Citizen and Basketmaker</i>	Atlanta, Georgia, United States of America
Melanie Pinkerton Mackie <i>John Alexander Smail</i> <i>Dorothy Newlands of</i> <i>Lauriston</i>	an Information Technology Consultant <i>Citizen and Distiller</i> <i>Citizen and Basketmaker</i>	Atlanta, Georgia, United States of America
Sarah Maxwell <i>Ald. Sir David Wootton, Kt.</i>	a Transport Fleet Compliance Manager <i>Citizen and Fletcher</i>	Canvey Island, Essex

<i>Ald. Vincent Keaveny</i>	<i>Citizen and Solicitor</i>	
Sir Adrian Alastair Montague	an Insurance Company Chairman	Selbourne, Hampshire
<i>The Rt. Hon The Lord Mayor</i>		
<i>Deputy Catherine Sidony McGuinness</i>	<i>Citizen and Solicitor</i>	
James Vincent Mraz	a Deputy Agent General,	Islington
<i>Ann-Marie Jefferys</i>	<i>Citizen and Glover</i>	
<i>Anne Elizabeth Holden</i>	<i>Citizen and Basketmaker</i>	
Scott Myers	a Strategy Officer	Beckenham, Kent
<i>Ald. Sir David Wootton, Kt.</i>	<i>Citizen and Fletcher</i>	
<i>Ald. Vincent Keaveny</i>	<i>Citizen and Solicitor</i>	
Arash Nassouri	a Civil Engineer	Colindale, London
<i>Abdul Latif</i>	<i>Citizen and Poulter</i>	
<i>Ali Reza Latif</i>	<i>Citizen and Poulter</i>	
Katherine Agnieszka Oberc	a Post Graduate Student	Twickenham, Middlesex
<i>Mrs Ann-Marie Jefferys</i>	<i>Citizen and Glover</i>	
<i>Anne Elizabeth Holden</i>	<i>Citizen and Basketmaker</i>	
Kevin Paul Ogilvie	a Self-employed Bookkeeper	Uxbridge, Middlesex
<i>Anthony Ben Charlwood</i>	<i>Citizen and Basketmaker</i>	
<i>Donald Newell</i>	<i>Citizen and Pattenmaker</i>	
Salvatore Olivari De La Moneda	a Marine Captain, retired	Rome, Italy
<i>Matthew Timothy Schellhorn</i>	<i>Citizen and Musician</i>	
<i>Julian Richard Cable</i>	<i>Citizen and Musician</i>	
Scott Douglas O'Malia	a Chief Executive Officer	St. John's Wood, London
<i>Erica Elliott Richardson</i>	<i>Citizen & Painter Stainer</i>	
<i>Deputy Catherine Sidony McGuinness</i>	<i>Citizen and Solicitor</i>	
Lydia Grace Parr	a Funding Officer	Camberwell, London
<i>Ald. Sir David Wootton, Kt.</i>	<i>Citizen and Fletcher</i>	
<i>Ald. Vincent Keaveny</i>	<i>Citizen and Solicitor</i>	
Catherine Elsie Robertson	a Facilities Manager	Southfields, Wimbledon
<i>James De Sausmarez</i>	<i>Citizen and Joiner and Ceiler</i>	
<i>Alexander Barr, CC</i>	<i>Citizen & Ironmonger</i>	
Benjamin Robert Rooms	a Medical Practitioner	Newcastle Upon Tyne
<i>Gerald Michael Edwards</i>	<i>Citizen and Fruiterer</i>	
<i>George Niblett</i>	<i>Citizen and Mason</i>	
Angelo Anthony Sedacca	a Police Officer, retired	Little Neck, New York, United States of America
<i>Mr Michael Forster Pisapia</i>	<i>Citizen and Scrivener</i>	
<i>John Leslie Barber, DL</i>	<i>Citizen and Blacksmith</i>	
Lucy Victoria Sicks	a Charity Chief Executive Officer	Lutterworth, Leicestershire
<i>The Rt. Hon The Lord Mayor</i>		
<i>Hilary Ann Russell</i>	<i>Citizen and Farmer</i>	
Nan Rachel Smart	a Student.	Northwood Hills, Middlesex
<i>Ald. Sir David Wootton, Kt.</i>	<i>Citizen and Fletcher</i>	
<i>Ald. Vincent Keaveny</i>	<i>Citizen and Solicitor</i>	
Karl Sprackling	a Street Environmental Officer	Leavenheath, Colchester
<i>Ald. Sir David Wootton, Kt.</i>	<i>Citizen and Fletcher</i>	
<i>Ald. Vincent Keaveny</i>	<i>Citizen and Solicitor</i>	
Sally Priscilla Spry	a Salvation Army Officer.	Hoxton.

<i>Ald. Sir David Wootton, Kt.</i>	<i>Citizen and Fletcher</i>	
<i>Ald. Vincent Keaveny</i>	<i>Citizen and Solicitor</i>	
Alexis Grant Taw	a Weighbridge Attendant.	Islington.
<i>Ald. Sir David Wootton, Kt.</i>	<i>Citizen and Fletcher</i>	
<i>Ald. Vincent Keaveny</i>	<i>Citizen and Solicitor</i>	
Lee Turner	a Local Government Manager	Lancing, West Sussex
<i>Ald. Sir David Wootton, Kt.</i>	<i>Citizen and Fletcher</i>	
<i>Ald. Vincent Keaveny</i>	<i>Citizen and Solicitor</i>	
Andrew George Philip Tusa	a Banking Company Managing Director	Litlington, Cambridgeshire
<i>The Rt. Hon The Lord Mayor Hilary Ann Russell</i>	<i>Citizen and Farmer</i>	
Bridget Ajua Uku	a Chartered Accountant	Ealing
<i>Deputy Andrien Meyers</i>	<i>Citizen & Common Councillor</i>	
<i>Prem Babu Goyal, OBE, ALD.</i>	<i>Citizen & Plumber</i>	
Colin Lynn Ussher	an Almshouse Association Manager	Chelsea
<i>Wendy Davina Calder Parmley</i>	<i>Citizen and Information Technologist</i>	
<i>Sir Andrew Charles Parmley, Ald.</i>	<i>Citizen and Musician</i>	
Ronald David Wood	a Musician	Maida Vale, London
<i>Ald. Sir David Wootton, Kt.</i>	<i>Citizen and Fletcher</i>	
<i>Deputy Robert James Ingham Clark</i>	<i>Citizen and Clothworker</i>	
Jane Annis Wright	an Educator, retired	Chipping Norton, Oxfordshire
<i>Mark Sutherland Johnson</i>	<i>Citizen and Woolman</i>	
<i>Robyn Mary Allardice</i>	<i>Citizen and Woolman</i>	
Michael Richard Wright	an Educator, Retried	Chipping Norton, Oxfordshire
<i>Mark Sutherland Johnson</i>	<i>Citizen and Woolman</i>	
<i>Robyn Mary Allardice</i>	<i>Citizen and Woolman</i>	

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 the Chamberlain do admit them severally to their Freedom accordingly.

15.
Appointments

The Court proceeded to consider appointments to the Committees and Outside Bodies, as follows:-

**denotes a Member standing for re-appointment.*

- (A) At paragraph (A), it was noted that a vacancy on the Licensing Committee had been advertised in error.
- (B) One Member on the City & Metropolitan Welfare Charity, for a four-year term expiring in March 2025.

Nominations received:-

*Mark Wheatley

Read.

Whereupon the Lord Mayor declared Mark Wheatley to be appointed to the City & Metropolitan Welfare Charity.

- (C) Three Members on the Guild Church Council of St Lawrence Jewry, for a one-year term expiring in March 2022.

Nominations received:-

- *Deputy Roger Chadwick
- *Simon Duckworth
- *Alderman Gregory Jones

Read.

Whereupon the Lord Mayor declared Deputy Roger Chadwick, Simon Duckworth, and Alderman Gregory Jones to be appointed to the Guild Church Council of St Lawrence Jewry.

- (D) One Member on the Homerton University Hospital NHS Foundation Trust, for a three-year term expiring in March 2024.

Nominations received:-

- *Randall Anderson

Read.

Whereupon the Lord Mayor declared Randall Anderson to be appointed to the Homerton University Hospital NHS Foundation Trust.

- (E) Five Members on the Statues Working Group.

Nominations received:-

- Munsur Ali
- Doug Barrow
- Mary Durcan
- Anne Fairweather
- Ann Holmes
- Natasha Lloyd-Owen
- Andy Mayer
- John Scott
- Jeremy Simons
- James Tumbridge
- Mark Wheatley

Read.

Resolved – That, in accordance with the outcomes of the indicative ballot process, the appointment to the Statues Working Group of Doug Barrow, Ann Holmes, Jeremy Simons, James Tumbridge, and Mark Wheatley be confirmed.

16. Irish
Society

- (A) The Court proceeded to appoint three Members on The Honourable The Irish Society.

*denotes a Member standing for re-appointment.

Nominations received:-

*Sheriff Christopher Hayward
Deputy Edward Lord
*Deputy Richard Regan
*Ian Seaton

Read.

Resolved – That, in accordance with the outcomes of the indicative ballot process, the appointment to the Hon. The Irish Society of Sheriff Christopher Hayward, Deputy Edward Lord, and Ian Seaton be confirmed.

- (B) The Court noted that Alderman William Russell would serve as Governor of The Honourable The Irish Society for a three-year term, expiring in March 2024.
- (C) The Court noted that Alderman Nicholas Lyons would continue to serve as one of the appointed Aldermen on The Honourable The Irish Society, having previously been appointed for a term expiring in March 2022.
- (D) The Court noted that Alderman Gregory Jones Q.C. would continue to serve as one of the appointed Aldermen on The Honourable The Irish Society, having previously been appointed for a term expiring in March 2023.

17. The Court received a report on measures introduced by Parliament which might have an effect on the services provided by the City Corporation as follows:-

Statutory Instruments

Date in force

**The Whole of Government Accounts (Designation of Bodies)
Order 2021 No. 6**

31st January 2021

This Order designates the Common Council of the City of London and the Board of Governors of the Museum of London as bodies which are required to prepare and present to the Treasury such financial information in relation to the financial year ending on 31st March 2020 as the Treasury may request to enable them to prepare 'Whole of Government Accounts', as provided by section 10 of the Government Resources and Accounts Act 2000.

The Health Protection (Coronavirus, Restrictions) (No. 3) and (All Tiers) (England) (Amendment) Regulations 2021 No. 8

6th January 2021

These Regulations, which introduced the current 'lockdown', amend earlier Coronavirus Regulations to strengthen the Tier 4 restrictions and apply those restrictions to every area in England, and clarify the powers of police community support officers (PCSOs). The application of the Regulations relating to PCSOs was extended from 17 January to 17 July 2021; the application of the Regulations detailing the Tier-specific restrictions was extended from 2 February to 31 March 2021.

The Public Health (Coronavirus) (Protection from Eviction) (England) Regulations 2021 No.15

11th January 2021

These Regulations prevent, except in specified circumstances, attendance at a residence for the purpose of executing a writ or warrant of possession or delivering a notice of eviction. The specified circumstances are where the court is satisfied that the claim is against trespassers who are persons unknown or where it was made wholly or partly on the grounds of anti-social behaviour, nuisance, domestic abuse in social tenancies, false statements, substantial rent arrears exceeding 6 months' rent or, in cases where the person attending is satisfied that the residence is unoccupied at the time of attendance, death of the occupant. These Regulations expire at the end of 21st February 2021.

18. There were no motions.
19. There were no resolutions.
20. There were no docquets for the Seal.
21. There were no awards or prizes.
22. *Resolved* – that the public be excluded from the meeting for the following items of business below on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of the Local Government Act, 1972.

Mooney, B.D.F.,
Deputy; Mayhew,
J.P.

Summary of exempt items considered whilst the public were excluded:-

23. *Resolved* – That the non-public minutes of the last Court are correctly recorded.
24. **Finance Committee**
The Court:-
- (A) approved the extension of an existing contract of a managed service temporary agency;
 - (B) approved an extension to an existing contract for supply of heat and chill; and
 - (C) approved an increase in contract value for the provision of mechanical and electrical maintenance services and building repairs and maintenance

services.

25. **Property Investment Board**

The Court noted action taken under urgency procedures in relation to the disposal of a freehold.

The meeting commenced at 1.00pm and ended at 2.37pm

BARRADELL.

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For use at the Court of Common Council on Thursday, 15th April 2021

2021/2022

APPOINTMENT OF MEMBERS ON COMMITTEES

1. The format of this paper shows the constitution of each Committee, followed by the proposed membership and, lastly, its terms of reference.

2. Against the names of Common Councillors are one or more numbers. A number shown *without brackets* reflects the total number of years that a Member has served on the Committee since first elected to the Court, including the forthcoming 2021/22 year. Numbers *in brackets* apply only to Committees for which the Court makes an appointment for a four-year period, and indicate which year of the period that Member is entering in 2021. (In the case of the Board of Governors of the Guildhall School of Music & Drama, the Barbican Centre Board, and the Audit & Risk Management Committee, appointments are for a three-year period).

N.B. – Terms associated with membership of the Board of Governors of the three independent City Schools run from July to July, rather than April to April, to coincide with the academic year. Please note that appointment to the School Boards is subject to satisfactory completion of Disclosure & Barring Service Checks.

Nominations

3. Nominations for appointments on Ward Committees have been submitted in accordance with Standing Order No. 23(5).

4. Where a Ward chooses not to make a nomination to a Ward Committee or pair with another Ward, the vacancy shall be advertised to all Members and, on the basis of the nominations received, the appointment made by the Court.

5. Where a vacancy exists on a Ward Committee, an interim ward pairing option may be exercised (in accordance with the agreed ward pairing arrangements) until the replacement ward representative is agreed subsequent to the election of a new Common Councilman for the Ward.

Compliance with Standing Orders

6. Each Committee or Board, in carrying out the functions and responsibilities delegated to it by the Court of Common Council, shall do so in compliance with the City Corporation's Standing Orders, Financial Regulations and such other requirements as the City Corporation may determine. This includes Committees or Boards with different constitutional arrangements and/or extended delegations, such as the Board of Governors of the Guildhall School of Music & Drama (which operates under a separate Instrument and Articles of Government in accordance with section 29 of the Further and Higher Education Act 1992); the Police Authority Board (which has vested in it the powers and duties of the Court of Common Council as Police Authority for the City of London by virtue of the City of London Police Act 1839, together with other relevant legislation, save the appointment of the Commissioner of Police); and the Bridge House Estates Board (which has vested in it all the duties and powers of the Court of Common Council as Trustee of Bridge House Estates (Charity Reg. No. 1035628), except those matters expressly reserved to the Court).

Terms of Reference and Delegation

7. The Court of Common Council may discharge its functions and responsibilities through delegation to the several committees and through delegation to officers, in accordance with the Framework for Accountability and Delegation (agreed by the Court in January 2005).

8. Committees have delegated authority to discharge their functions as set out in their terms of reference and in accordance with Standing Orders. Where Committees have requested amendments to their Terms of Reference or compositions, the proposed amendments are set out in red text with proposed deletions struck through. The affected Committees are the Policy & Resources, Culture Heritage & Libraries, and Community & Children's Services Committees, as well as the Education, Barbican Centre, and Police Authority Boards, and the Board of Governors of the City of London Freemen's School. In addition, the Markets Committee has proposed change to its Terms of Reference which (at the time of writing) is under consideration by the relevant committees. The final terms of any proposed amendment will be communicated to the Court prior to consideration of this item.

9. Further, with the constitution of a new Bridge House Estates Board (as approved by the Court in March 2021), that Board will now discharge all the functions of the City of London Corporation as the charity Trustee, except where they have been expressly reserved to the Court of Common Council. Specific changes have been made to the Terms of Reference of the Policy & Resources, Planning & Transportation, Investment, Audit & Risk Management, and Culture, Heritage & Libraries Committees to reflect the transfer of functions to the Bridge House Estates Board, which are also marked in red text with proposed deletions struck through. For the avoidance of doubt, where the discharge of City Corporation functions by any other committee impacts upon the Board's remit (acting for the City Corporation as charity trustee of Bridge House Estates), consultation between committees will take place in the usual way.

10. Lands and/or property in the purview of committees shall be managed and maintained by the relevant committee.

11. Committees may also choose to delegate the exercise of their functions to sub-committees and to officers.

Matters of Policy and/or Strategic Importance

12. The creation of a new, or the amendment of an existing, corporate or strategic policy, or other matters of corporate or strategic importance, should be referred by committees to the Policy & Resources Committee for consideration prior to the matter being referred, as necessary, to the Court of Common Council.

Chief Commoner – Attendance at Committee Meetings

13. The Chief Commoner shall have the ability to attend any City Corporation Committee meeting and to speak at such meetings.

Matters of Dispute

14. The Policy & Resources Committee shall attempt to resolve matters of dispute between individual committees, reporting as necessary to the Court of Common Council.

General

15. For ease of reference, the Committees have been grouped by function.

POLICY & RESOURCES COMMITTEE

1. Constitution

A Non-Ward Committee consisting of,

- four Aldermen nominated by the Court of Aldermen
- 20 Commoners elected by the Court of Common Council, at least four of whom shall have fewer than 10 years' service on the Court, and two of whom shall be residents (NB. these categories are not exclusive i.e. one Member can fulfil both criteria)
- the following ex-officio Members:-
 - The Right Honourable the Lord Mayor for the time being
 - The Chief Commoner (who will chair any Sub-Committees regarding Hospitality and Privileges)
 - such Members of the Court of Common Council as have seats in Parliament
 - the Chairmen of the following Committees:-
 - Finance
 - Planning & Transportation
 - Port Health & Environmental Services
 - Police
 - Community & Children's Services
 - Establishment
 - Barbican Centre
 - Investment
 - Culture, Heritage and Libraries
 - The Deputy Chairmen of the Finance and Investment Committees

2. Quorum

The quorum consists of any nine Members.

3. Membership 2021/22

ALDERMEN

- 4 Timothy Russell Hailes, J.P.
- 6 Ian David Luder, J.P.
- 3 Vincent Thomas Keaveny
- 12 Sir David Wootton

COMMONERS

- 4 (4) Tijs Broeke
- 4 (4) Jamie Ingham Clark, Deputy
- 21 (4) Jeremy Paul Mayhew
- 4 (4) Andrew Stratton McMurtrie, J.P.
- 4 (4) Mark Raymond Peter Henry Delano Wheatley
- 3 (3) Karina Dostalova
- 3 (3) Anne Helen Fairweather
- 3 (3) Shravan Joshi, M.B.E.
- 13 (3) Edward Lord, O.B.E., J.P., Deputy
- 2 (2) Rehana Banu Ameer
- 10 (2) Marianne Bernadette Fredericks
- 17 (2) Catherine McGuinness, Deputy
- 2 (2) Andrien Gereith Dominic Meyers, Deputy
- 6 (2) Tom Sleigh, Deputy

together with the ex-officio Members referred to in paragraph 1 above and five Members to be appointed this day.

4. Terms of Reference

To be responsible for:-

General

- (a) considering matters of policy and strategic importance to the City of London Corporation including matters referred to it by other Committees and/or Chief Officers;

- (b) the review and co-ordination of the governance of the City of London Corporation including its Committees, Standing Orders and Outside Bodies Scheme, reporting as necessary to the Court of Common Council, together with the City Corporation's overall organisation and administration;
- (c) overseeing, generally, the security of the City and the City of London Corporation's security and emergency planning;
- (d) the support and promotion of the City of London as the world leader in international financial and business services and to oversee, generally, the City of London Corporation's economic development activities, communications strategy and public relations activities;
- (e) the use of the City's Armorial bearings ~~and the Bridge Mark~~;
- (f) the appointment of the City Surveyor (in consultation with the Investment Committee ~~and the Bridge House Estates Board~~);
- (g) general matters not otherwise expressly provided for within the terms of reference of any other Committee;
- (h) approving the City Corporation's annual contribution to the London Councils' Grants Scheme and agreeing, alongside other constituent councils, the proposed overall budget;
- (i) making recommendations to the Court of Common Council in respect of:
 - (i) the appointment of the Town Clerk & Chief Executive, Comptroller & City Solicitor and Remembrancer;
 - (ii) the Corporate Plan, Community Strategy, and other corporate strategies, statements or resolutions;
 - (iii) the issuing of levies to all the constituent councils for their contributions to the London Councils' Grants Scheme, for which the Court of Common Council is a levying body; and
 - (iv) the promotion of legislation and, where appropriate, byelaws;

Resource Allocation

- (j) determining resource allocation in accordance with the City of London Corporation's strategic policies;

Corporate Assets

- (k) (i) determining the overall use of the Guildhall Complex; and
 - (ii) approving overall strategy and policy in respect of the City Corporation's assets;

Projects

- (l) scrutiny and oversight of the management of major projects and programmes of work, including considering all proposals for capital and supplementary revenue projects, and determining whether projects should be included in the capital and supplementary revenue programme as well as the phasing of any expenditure;

Hospitality

- (m) arrangements for the provision of hospitality on behalf of the City of London Corporation;

Privileges

- (n) Members' privileges, facilities and development;

Sustainability

- (o) strategies and initiatives in relation to sustainability;

~~(p) **City Courts**~~

~~for a period of five years, from June 2016 to April 2021, to be responsible for oversight of the management of all matters relating to the City Courts;~~

(p) **Business Improvement Districts**

responsibility for the functions of the BID Proposer and BID Body (as approved by the Court of Common Council in October 2014);

(q) **Sub-Committees**

appointing such Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-

- * Resource Allocation
 - Projects
 - Outside Bodies
 - Public Relations and Economic Development
 - Courts
- †Hospitality
- †Members' Privileges *(including such items concerning the standards regime as set out in sub-section*

~~(r)~~

* The constitution of the Resource Allocation Sub Committee is set by the Court of Common Council and comprises the Chairman and Deputy Chairmen of the Grand Committee, past Chairmen of the Grand Committee providing that they are Members of the Committee at that time, the Chairman of the General Purposes Committee of Aldermen, the Chairman and Deputy Chairman of the Finance Committee, the Chairman of the Establishment Committee, the Senior Alderman below the Chair and six Members appointed by the Grand Committee.

† the Working Parties or Sub Committees responsible for hospitality and Members' privileges shall be able to

report directly to the Court of Common Council and the Chief Commoner able to address reports and respond to matters in the Court associated with these activities.

(r) **Standards and Code of Conduct**

Following the decision of the Court of Common Council on 14 January 2021, the Committee (through its Members' Privileges Sub-Committee) shall have interim responsibility for the following matters, previously under the purview of the Standards Committee, until such time as the Court determines otherwise:-

- (i) 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;
- (ii) 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;
- (iii) keeping under review, monitoring and revising as appropriate the City of London Corporation's Guidance to Members on the Code of Conduct;
- (iv) keeping under review by way of an annual update by the Director of HR, the City of London Corporation's Employee Code of Conduct and, in relation to any revisions, making recommendations to the Establishment Committee;
- (v) keeping under review and monitoring the Protocol on Member/Officer Relations and, in relation to any revisions, making recommendations to the Establishment Committee;
- (vi) advising and training Members and Co-opted Members on matters relating to the City of London Corporation's Code of Conduct.

FINANCE COMMITTEE

1. **Constitution**

A Ward Committee consisting of,

- four Aldermen nominated by the Court of Aldermen
- up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward
- the Chairman and Deputy Chairman of the Policy & Resources Committee (ex-officio)
- the Chairman and Deputy Chairman of the Investment Committee (ex-officio)

2. **Quorum**

The quorum consists of any nine Members.

3. **Membership 2021/22**

ALDERMEN

- 4 Sir Peter Estlin
- 2 Prem Babu Goyal, O.B.E., J.P.
- 1 Robert Hughes-Penney
- 1 Emma Edhem

COMMONERS (OR ALDERMEN APPOINTED BY WARDS IN LIEU OF COMMONERS)

22	Jeremy Paul Mayhew	Aldersgate
9	Randall Keith Anderson.....	Aldersgate
5	Hugh Fenton Morris.....	Aldgate
9	Robert Allan Merrett, Deputy.....	Bassishaw
8	Jamie Ingham Clark, Deputy.....	Billingsgate
3	Benjamin Murphy.....	Bishopsgate
11	Wendy Marilyn Hyde, Deputy.....	Bishopsgate
8	Oliver Arthur Wynlayne Lodge	Bread Street
5	Timothy Levene.....	Bridge and Bridge Without
13	John George Stewart Scott, J.P.....	Broad Street
7	James de Sausmarez.....	Candlewick
2	Angus Knowles Cutler.....	Castle Baynard
5	Michael Hudson.....	Castle Baynard
8	Nicholas Michael Bensted-Smith, J.P.....	Cheap
3	Andrew Stratton McMurtrie, J.P.....	Coleman Street
31	Sir Michael Snyder.....	Cordwainer
11	Ian Christopher Norman Seaton.....	Cornhill
5	William Pimlott.....	Cripplegate
4	Susan Jane Pearson.....	Cripplegate
2	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
3	Graeme Martyn Doshi-Smith.....	Farringdon Within
9	Clare James, Deputy.....	Farringdon Within
9	Gregory Alfred Lawrence.....	Farringdon Without
6	Paul Nicholas Martinelli.....	Farringdon Without
9	Philip Woodhouse, Deputy.....	Langbourn
1	Henry Nicholas Almroth Colthurst.....	Lime Street
2	Munsur Ali.....	Portsoken
1	Alastair John Naisbitt King, Alderman.....	Queenhithe
19	Roger Arthur Holden Chadwick, O.B.E., Deputy.....	Tower
3	Rehana Banu Ameer.....	Vintry
6	James Michael Douglas Thomson, Deputy.....	Walbrook

Together with the ex-officio Members referred to in paragraph 1.

4. **Terms of Reference**

To be responsible for:-

f

Finance

- (a) Ensuring effective arrangements are made for the proper administration of the City Corporation's financial affairs;
- (b) making recommendations to the Court of Common Council in respect of:-
 - (i) the audited accounts, the Annual Budget and to recommend the non-domestic rate and Council Tax to be levied and to present the capital programme and make recommendations as to its financing;
 - (ii) the appointment of the Chamberlain;
- (c) considering the annual budget of several committees, to ascertain that they are within the resources allocated, are applied to the policies for which those resources were allocated and represent value for money in the achievement of those policies;
- (d) determining annually with the Resource Allocation Sub-Committee, the appropriate performance return bench marks for the City's **and Bridge House** Estates;
- (e) obtaining value for money in all of the City of London Corporation's activities, contracts, and in the City of London Police;
- (f) monitoring performance against individual Departmental Business Plans and bringing about improvements in performance;
- (g) the effective and sustainable management of the City of London's operational assets, to help deliver strategic priorities and service needs;
- (h) overseeing the City of London Corporation's approved list of contractors and consultants;
- (i) dealing with requests for allowances, expenses, insurance, business travel, treasure trove and Trophy Tax;
- (j) providing strategic oversight and performance management of all grant giving activity by the Corporation, **excluding other than for the Bridge House Estates City Bridge Trust.**
- (k) strategies and initiatives in relation to energy;

Sub-Committees

- (l) appointing such Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-

Efficiency & Performance

The Efficiency & Performance Sub Committee was created in 2011 to scrutinise plans for efficiency and performance across all of the City Corporation's departments and the City of London Police. It supports officers to drive value for money in areas such as third-party contracts, budgeting and facilities/asset management, and promotes effective planning - both on a departmental basis and for the Corporation as a whole.

Finance Grants Oversight & Performance

The Finance Grants Oversight and Performance Sub Committee provides strategic oversight of the City of London Corporation's Central Grants Programme, including reviewing progress, performance, impact against outcomes, and risks for all grants.

Digital Services

The Digital Services Sub Committee recommends IT strategy and oversees implementation for both the City of London Corporation and the City of London Police to the Finance Committee. Furthermore, the Sub Committee also monitors delivery of IT internally and our contractor partners supplying the delivery of IT.

Corporate Assets

The Corporate Asset Sub Committee is responsible for the effective and sustainable management and strategic plans for the City of London Corporation's operational property portfolio; this includes the monitoring of capital projects, acquisitions and disposals, and the upkeep, maintenance and, where appropriate, furnishing for operational properties (including the Guildhall Complex). In addition, the Sub Committee is responsible for strategies, performance, and monitoring initiatives in relation to energy usage, and for monitoring and advising on bids for Heritage Lottery funding.

Procurement

The Procurement Sub Committee provides dedicated scrutiny for all City Corporation and City of London Police procurement contracts above £2m, with a view to driving value for money.

CAPITAL BUILDINGS COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- 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
- Two Members appointed by the Policy & Resources Committee
- The Chairman and Deputy or a Vice Chairman of the Policy & Resources Committee (ex-officio)
- The Chairman and Deputy Chairman of the Finance Committee (ex-officio)
- The Chairmen and Deputy Chairmen of those service committees which will become responsible for completed capital building projects, or their nominees (ex-officio)*
- The Chairman of the General Purposes Committee of Aldermen (ex-officio)

** Such Chairmen and Deputy Chairmen (or their nominees) to become ex-officio Members of the Committee upon the Court of Common Council giving its approval in principle for the project to proceed, with their membership to cease upon the new building being handed over to their Committee.*

Together with up to two non-City of London Corporation Members and a further two Court of Common Council Members with appropriate experience, skills or knowledge.

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2021/22**

Elected by the Court of Common Council:-

- 4 (4) Christopher Michael Hayward, Sheriff
- 4 (4) Sir Michael Snyder, Deputy
- 4 (3) Ian David Luder, J.P., Alderman
- 4 (2) Alderman Alison Gowman

together with:-

up to two non-City of London Corporation Members:

- David Brooks Wilson (*for a term expiring January 2023*)

up to two co-opted Members of Common Council:

- Oliver Sells, Q.C. (*for a term expiring March 2022*)

one Member to be appointed this day;

two Members to be appointed by the Policy & Resources Committee, and

the several ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**

In respect of major capital building projects[†] which have been approved in principle by the Court of Common Council, to be responsible for (without recourse to any other Committee):-

- (a) overall direction and co-ordination;
- (b) financial control and variances within the overall approved budget for the project;
- (c) review of progress;
- (d) decisions on significant option development and key policy choices; and
- (e) decisions in relation to the acquisition and disposal of properties related to the project, including disposal or alternative use of current operational properties to be vacated on completion of the project. Such properties, upon the approval of the capital building project, shall sit outside of the normal Standing Orders (53-60) governing acquisitions and disposals.[‡]

[†] Defined as projects for new or substantially refurbished buildings or associated preparatory works and enabling projects with an estimated budget of £100 million or more, or which have been otherwise referred to the Committee.

[‡] Such transactions shall therefore not require the additional approvals of the Property Investment Board, Corporate Asset Sub-Committee, Finance Committee, and Court of Common Council. However, the Policy & Resources Committee shall reserve the right to retain ultimate decision-making powers in respect of properties where the disposal is considered to have significant strategic or policy implications.

Notes:

- (i) Membership of this Committee shall not count towards the limit on the number of committees on which a Member may serve contained in Standing Order 22 and its Chairman shall be eligible to be Chairman of another Committee (Ward or non-Ward) at the same time, pursuant to the provisions of Standing Order 29 (3).

- (ii) *The Chairman and Deputy/Vice-Chairmen of the Policy & Resources and Finance Committees shall have the power to vote in the election of Chairman and Deputy Chairman.*
- (iii) *Whilst the Committee will need to have dealings with external parties relevant to the buildings concerned in projects for which the Committee is responsible, ownership and custody of these relationships shall rest with the relevant service committee and the Capital Buildings Committee shall act in accordance with this.*

INVESTMENT COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- 14 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
- eight Members nominated by the Policy & Resources Committee
- the Chairman and a Deputy Chairman of the Policy & Resources Committee (ex-officio)
- the Chairman and Deputy Chairman of the Finance Committee (ex-officio)
- the Chairman of the Social Investment Board (ex-officio)

2. **Quorum**

The quorum consists of any seven Members.

3. **Membership 2021/22**

- | | | |
|----|-----|--|
| 4 | (4) | Andrien Gereith Dominic Meyers, Deputy |
| 11 | (4) | Michael John Cassidy, C.B.E., Deputy |
| 11 | (4) | Ian Christopher Norman Seaton, M.B.E. |
| 9 | (3) | Henry Nicholas Almroth Colthurst |
| 3 | (3) | Alison Jane Gowman, Alderman |
| 3 | (3) | Robert Charles Hughes-Penney, Alderman |
| 7 | (3) | Philip Woodhouse, Deputy |
| 6 | (2) | Nicholas Michael Bensted-Smith, J.P. |
| 5 | (2) | James de Sausmarez |
| 10 | (2) | Claire James, Deputy |

together with the Members referred to in paragraph 1 and four Members to be appointed this day.

4. **Terms of Reference**

- (a) To be responsible for the strategic oversight and monitoring of the performance, risk profile and adherence of fund managers of all of the City of London Corporation's investments, in accordance with the investment strategy determined by the Policy & Resources Committee.
- (b) To monitor and oversee the performance of the Sir William Coxen Trust Fund's (206936) investments and the investment fund manager, and to report back and provide relevant advice to the trustees.
- (c) To fulfil (a) and (b) above by means of the appointment of a Property Investment Board **and** a Financial Investment Board **and a Social Investment Board** responsible for property **and** financial investments **and social investments**, respectively.
- (d) To provide the Resource Allocation Sub Committee with recommended proportions between property and non-property assets as part of the resource allocation process with the final decision remaining with the Resource Allocation Sub Committee.

Note: The Property Investment Board **and** Financial Investment Board **and Social Investment Board** shall have the power to:-

- i) co-opt people with relevant expertise or experience, including non-Members of the Court; and
- ii) submit reports on matters relevant to their responsibilities directly to the Court of Common Council.

AUDIT & RISK MANAGEMENT COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- ten 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
- three external representatives (i.e. non-Members of the Court of Common Council with no voting rights)
- the Chairman and Deputy Chairman of the Finance Committee (ex-officio with no voting rights)
- a representative of the Policy & Resources Committee (ex-officio with no voting rights)

**NB:- The Chairmen of the Policy and Resources, Finance and Investment Committees are not eligible for election to this Committee and the Deputy Chairman of the Audit & Risk Management Committee for the time being may not be a Chairman of another Committee.*

From April 2017 onwards, Members of the Court of Common Council are appointed for terms of three years. The maximum continuous period of service (except when serving as Chairman or Deputy Chairman) shall be nine years in any twelve-year period.

The Committee shall also have a second Deputy Chairman, appointed from the External Membership of the Committee.

2. **Quorum**

The quorum consists of five Members i.e. at least three Members elected by the Court of Common Council and at least one external representative.

3. **Membership 2021/22**

- 5 (3) Alexander Robertson Martin Barr
- 4 (3) Andrien Gereith Dominic Meyers, Deputy
- 2 (2) Ruby Sayed, *for two years*
- 5 (2) Randall Keith Anderson
- 5 (2) Christopher Paul Boden
- 2 (2) Prem Goyal, O.B.E., J.P., Alderman
- 5 (2) Paul Nicholas Martinelli

together with three external representatives :-

Hilary Daniels (*appointed for a three-year term expiring in March 2022*)

Dan Worsley (*appointed for a three-year term expiring in April 2023*)

Gail Le Coz (*appointed for a three-year term expiring in April 2024*)

and together with the Members referred to in paragraph 1, as well as three Members to be appointed this day.

4. **Terms of Reference**

Audit

- (a) To consider and approve annually the rolling three-year plan for Internal Audit.
- (b) To consider and approve the annual External Audit Plan.
- (c) To commission and to receive reports from the Chief Internal Auditor on the extent that the City of London Corporation can rely on its system of internal control and to provide reasonable assurance that the City of London Corporation's objectives will be achieved efficiently.
- (d) To meet with the external auditors prior to the presentation of the Accounts to the Court, consider the audited annual accounts of the City Fund and the various non-local authority funds (**other than for Bridge House Estates**) to receive and consider the formal reports, letters and recommendations of the City of London Corporation's external auditors (**other than for Bridge House Estates**) and to make recommendations relating to the approval of the accounts to the Finance Committee (**other than for Bridge House Estates**).
- (e) To meet with the external auditors of the City's various funds at least once in each calendar year prior to the presentation of the financial statements to the Court.
- (f) In addition to (e), to meet with the external auditors of the City's various funds at least once in each calendar year.
- (g) To report back, as necessary and at least annually, to the Court of Common Council.
- (h) To appoint an Independent Audit Panel to make recommendations on the appointment of external auditors to the Court of Common Council.

Risk Management

- (a) To monitor and oversee the City of London Corporation's risk management strategy, anti-fraud and anti-corruption arrangements; and to be satisfied that the authority's assurance framework properly reflect the risk environment.

- (b) To consider all audit or external inspection reports relating to any department at the City of London Corporation and seek assurance that action has been taken where necessary.
- (c) To receive an annual report from the Chamberlain reviewing the effectiveness of the City of London's risk management strategy.
- (d) To consider and report back to the Court on any risks related to all governance issues.
- (e) To undertake periodic reviews of the risk management procedures, financial capabilities, controls, and safeguarding procedures of the City of London School, the City of London School for Girls, the City of London Freemens' School, the City of London Academies Trust (including its embedded academies) and the City Academies which are free-standing entities.

PLANNING & TRANSPORTATION COMMITTEE

- 1. Constitution**
A Ward Committee consisting of,
 - four Aldermen nominated by the Court of Aldermen
 - up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward.

- 2. Quorum**
The quorum consists of any nine Members.

- 3. Membership 2021/22**

ALDERMEN

- 1 Alastair King
- 1 Broniek Masojada
- 2 Sue Langley, O.B.E.
- 4 Sir David Wootton

COMMONERS

20	Barbara Patricia Newman, C.B.E, Deputy.....	Aldersgate
9	Randall Keith Anderson.....	Aldersgate
2	Douglas Barrow, M.B.E.....	Aldgate
6	Graeme George Harrower.....	Bassishaw
5	Jamie Ingham Clark, Deputy.....	Billingsgate
4	Shravan Joshi, M.B.E.....	Bishopsgate
5	Andrew Paul Mayer.....	Bishopsgate
13	Oliver Arthur Wynlayne Lodge.....	Bread Street
5	Keith David Forbes Bottomley, Deputy.....	Bridge and Bridge Without
9	Christopher Michael Hayward, Sheriff.....	Broad Street
7	James de Sausmarez.....	Candlewick
4	Natasha Maria Cabrera Lloyd-Owen.....	Castle Baynard
8	Graham David Packham.....	Castle Baynard
8	Alastair Michael Moss, Deputy.....	Cheap
12	Sophie Anne Fernandes.....	Coleman Street
3	Tracey Graham.....	Cordwainer
13	Peter Gerard Dunphy, Deputy.....	Cornhill
5	Mark Bostock.....	Cripplegate Without
5	Susan Jane Pearson.....	Cripplegate Within
19	James Henry George Pollard, Deputy.....	Dowgate
3	John Ernest Edwards.....	Farringdon Within
5	Christopher Hill.....	Farringdon Within
5	William Upton, Q.C.....	Farringdon Without
5	Oliver Sells, Q.C.....	Farringdon Without
7	Judith Lindsay Pleasance.....	Langbourn
1	Thomas Cowley Clementi.....	Lime Street
1	John William Fletcher.....	Portsoken
23	Brian Desmond Francis Mooney, Deputy.....	Queenhithe
14	Marianne Bernadette Fredericks.....	Tower
4	Rehana Banu Ameer.....	Vintry
4	Peter Gordon Bennett.....	Walbrook

4. **Terms of Reference**

To be responsible for:-

- (a) All functions of the City as local planning authority [relating to town and country planning and development control] pursuant to the Town and Country Planning Act 1990, the Planning (Listed Building and Conservation Areas) Act 1990 and Compulsory Purchases Act 2004, the Planning Act 2008 and all secondary legislation pursuant to the same and all enabling legislation (including legislation amending or replacing the same).
- (b) Making recommendations to Common Council relating to the acquisition, appropriation and disposal of land held for planning purposes and to exercise all other functions of the local planning authority relating to land held for planning (or highways) purposes, and making determinations as to whether land held for planning or highways purposes is no longer required for those purposes, other than in respect of powers expressly delegated to another committee.
- (c) All functions of the Common Council as local highway, traffic, walkway and parking authority (other than in respect of powers expressly delegated to another committee) and the improvement of other open land under S.4 of the City of London (Various Powers) Act 1952.
- (d) All functions under part II of the City of London (Various Powers) Act 1967 including declaration, alteration and discontinuance of City Walkway.
- (e) All functions relating to the construction, maintenance and repair of sewers in the City, including public sewers (on behalf of Thames Water under an agency arrangement).
- (f) All functions of Common Council as Lead Local Flood Authority in relation to the Flood and Water Management Act 2010.
- (g) All functions relating to the Stopping Up of highway (including as local planning authority and highway authority).
- (h) All functions relating to street naming and numbering under the London Building Acts (Amendment) Act 1939.
- ~~(i) All functions relating to the control, maintenance and repair of the five City river bridges (insofar as matters not within the delegated authority of another Committee).~~
- (j) All functions relating to building control under the Building Act 1984, Building Regulations 2000-10 and London Building Acts 1930-82.
- (k) The setting of building control charges under the Building (Local Authority Charges) Regulations 2010.
- (l) Response to and resolution of dangerous structures under the London Building Acts (Amendment) Act 1939.
- (m) All functions relating to the City of London Corporation's commemorative blue plaques.
- (n) All functions relating to the Local Land Charges Act 1975.
- (o) The appointment of the Chief Planning Officer & Development Director.
- (p) The appointment of the Director of the Built Environment (in consultation with the Port Health and Environmental Services Committee).
- (q) The appointment of such Sub-Committees as is considered necessary for the better performance of its duties including a Streets & Walkways Sub-Committee.

PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

1. **Constitution**
A Ward Committee consisting of,
 - two Aldermen nominated by the Court of Aldermen
 - up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward.

2. **Quorum**
The quorum consists of any nine Members.

3. **Membership 2021/22**

ALDERMEN

- 1 Sue Langley, OBE
- 3 Gregory Percy Jones, Q.C.

COMMONERS

5	Adrian Mark Bastow.....	Aldersgate
1	Helen Lesley Fentimen, O.B.E.....	Aldersgate
5	Andrien Gereith Dominic Meyers, Deputy	Aldgate
9	Robert Allan Merrett, Deputy.....	Bassishaw
1	John Petrie, O.B.E.....	Billingsgate
4	Shravan Joshi, M.B.E.....	Bishopsgate
7	Wendy Marilyn Hyde, Deputy.....	Bishopsgate
	(Bread Street has paired with Cordwainer for this appointment).....	Bread Street
7	Keith David Forbes Bottomley, Deputy.....	Bridge and Bridge Without
15	John Alfred Bennett, M.B.E., Deputy.....	Broad Street
21	Kevin Malcolm Everett, Deputy.....	Candlewick
8	Henrika Johanna Sofia Priest.....	Castle Baynard
17	Jeremy Lewis Simons, O.B.E.....	Castle Baynard
5	Tijs Broeke.....	Cheap
3	Sophie Anne Fernandes.....	Coleman Street
5	Alexander Robertson Martin Barr.....	Cordwainer
9	Peter Gerard Dunphy, Deputy.....	Cornhill
12	Vivienne Littlechild, M.B.E., J.P.	Cripplegate
5	Mary Durcan.....	Cripplegate
8	James Henry George Pollard, Deputy.....	Dowgate
2	John Ernest Edwards.....	Farringdon Within
5	Christopher Hill.....	Farringdon Within
1	George Christopher Abrahams.....	Farringdon Without
1	Edward Lord, O.B.E., J.P., Deputy.....	Farringdon Without
9	John Douglas Chapman.....	Langbourn
5	Elizabeth Rogula, Deputy.....	Lime Street
4	Jason Paul Pritchard.....	Portsoken
23	Brian Desmond Francis Mooney, Deputy.....	Queenhithe
6	Anne Helen Fairweather.....	Tower
3	Rehana Banu Ameer.....	Vintry
5	Peter Gordon Bennett.....	Walbrook

4. **Terms of Reference**

To be responsible for:-

- (a) all the City of London Corporation's environmental health, port health, animal health, consumer protection, licensing (with the exception of those which are in the province of another Committee), public conveniences, street cleansing, refuse collection and disposal, the street trading enforcement functions in the London Local Authorities Act 1990 including any decision as to whether the s.101 arrangements should be discontinued, and cemetery and crematorium functions;
- (b) the implementation of those sections of any Acts of Parliament and/or European legislation which direct that the local authority take action in respect of those duties listed at (a) above;
- (c) the appointment of the Director of the Built Environment (acting jointly with the Planning & Transportation Committee);
- (d) the appointment of the Director of the Markets and Consumer Protection (acting jointly with the Markets and Licensing Committees);
- (e) the appointment of the Director of Open Spaces (acting jointly with the Open Spaces & City Gardens Committee);
- (f) determining any appeals against a decision not to grant City premises a licence under the provisions of the Marriage Act 1994 and the City of London (Approved Premises for Marriage) Act 1996 to conduct civil marriage ceremonies;
- (g) the appointment of the City of London Coroner;
- (h) making recommendations to the Court of Common Council in respect of the making and sealing of byelaws for the variance of charges at the Animal Reception Centre.

MARKETS COMMITTEE

1. **Constitution**
A Ward Committee consisting of,
 - two Aldermen nominated by the Court of Aldermen
 - up to 31 Commoners representing each Ward or Side of Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides).

2. **Quorum**
The quorum consists of any nine Members.

3. **Membership 2021/22**

ALDERMEN

- 1 Prem Babu Goyal O.B.E. J.P
- 2 Alison Gowman

COMMONERS

1	Adrian Mark Bastow	Aldersgate
2	Helen Lesley Fentimen, O.B.E.....	Aldersgate
9	Hugh Fenton Morris,	Aldgate
13	Robert Allan Merrett, Deputy.....	Bassishaw
3	John Petrie, O.B.E.....	Billingsgate
2	Simon D'Olier Duckworth, O.B.E., D.L.....	Bishopsgate
11	Dr Giles Robert Evelyn Shilson, Deputy.....	Bread Street
12	John George Stewart Scott, J.P.....	Broad Street
6	Kevin Malcolm Everett, Deputy.....	Candlewick
14	Michael Hudson.....	Castle Baynard
5	Angus Knowles-Cutler.....	Castle Baynard
8	Nicholas Michael Bensted-Smith, J.P.....	Cheap
3	Dawn Lindsay Wright.....	Coleman Street
9	Ian Christopher Norman Seaton.....	Cornhill
10	Stephen Douglas Quilter.....	Cripplegate
4	Mark Bostock.....	Cripplegate
1	James Henry George Pollard, Deputy.....	Dowgate
5	John Ernest Edwards.....	Farringdon Within
5	Matthew Bell.....	Farringdon Within
5	Gregory Alfred Lawrence.....	Farringdon Without
1	Caroline Kordai Addy.....	Farringdon Without
15	John Douglas Chapman.....	Langbourn
2	Elizabeth Rogula, Deputy.....	Lime Street
13	Henry Llewellyn Michael Jones, Deputy.....	Portsoken
5	Brian Desmond Francis Mooney, Deputy.....	Queenhithe
13	James Richard Tumbridge.....	Tower
9	Tom Hoffman, M.B.E., Deputy.....	Vintry
5	Peter Gordon Bennett.....	Wallbrook

Together with three Members to be appointed in place of the two Wards (Bridge and Bridge Without and Cordwainer) not making appointments on this occasion, as well as the one Ward (Bishopsgate) making only one of their two permitted appointments.

4. **Terms of Reference**
To be responsible for:-
 - (a) oversight of the management of all matters relating to Smithfield Market, Billingsgate Market and New Spitalfields Market and the letting of all premises therein;
 - (b) the appointment of the Director of Markets and Consumer Protection (acting jointly with the Port Health and Environmental Services and Licensing Committees).

CITY OF LONDON POLICE AUTHORITY BOARD

1. **Constitution**

A non-ward committee consisting of:

- 11 Members elected by the Court of Common Council including:
 - a minimum of one Member who has fewer than five years' service on the Court at the time of their appointment; and,
 - a minimum of two Members whose primary residence is in the City of London;
- 2 non-voting external members (i.e. non-Members of the Court of Common Council) appointed in accordance with the terms of the Police Authority Board Membership Scheme
- 2 non-voting external members (i.e. non-Members of the Court of Common Council) appointed in accordance with the terms of the Police Authority Board Membership Scheme, with the disapplication of disqualification criteria 9(b) and 9(c), the requirement to reside or work within the City of London.

The Chairman and Deputy Chairman to be elected from among Court of Common Council Members of the Board.

Effective April 2021, there shall be a maximum continuous service limit of three terms of four years, with immediate past Chairs qualifying for a further four-year term. Service as Chair/Deputy Chair shall not count towards an individual's term limit.

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2020/21**

- 4 (4) Tijs Broeke
- 4 (4) Emma Edhem, Alderman
- 12 (3) Douglas Barrow, M.B.E.
- 7 (3) James Michael Douglas Thomson, Deputy
- 2 (2) Dawn Lindsay Wright, *for three years*
- 2 (2) Munsur Ali
- 2 (2) Caroline Kordai Addy
- 2 (2) Timothy Russell Hailes, J.P., Alderman

Together with three Members to be appointed this day and two non-City of London Corporation Members:-

Andrew Lentin (*appointed for a four-year term to expire in September 2021*)

Deborah Oliver (*appointed for a four-year term to expire in September 2022*)

4. **Terms of Reference**

To be responsible for:-

- (a) securing an efficient and effective police service in both the City of London and, where so designated by the Home Office, nationally, and holding the Commissioner to account for the exercise of his/her functions and those persons under his/her direction and control;
- (b) agreeing, each year, the objectives in the **City of London** Policing Plan, which shall have regard to the views of local people, the views of the Commissioner and the Strategic Policing Requirement;
- (c) any powers and duties vested in the Court of Common Council as police authority for the City of London by virtue of the City of London Police Act 1839, the Police and Criminal Evidence Act 1984, the Police Acts 1996 (as amended) and 1997, the Criminal Justice and Police Act 2001, the Police Reform Act 2002, the Police Reform and Social Responsibility Act 2011 and any other Act or Acts, Statutory Instruments, Orders in Council, Rules or byelaws etc. from time to time in force, save the appointment of the Commissioner of Police which by virtue of Section 3 of the City of London Police Act 1839 remains the responsibility of the Common Council;
- (d) making recommendations to the Court of Common Council regarding the appointment of the Commissioner of the City of London Police;
- (e) **to approve the annual budget and capital programme of the Force;**
- (f) **monitoring and reviewing the Force's performance across a range of equality, diversity and inclusion measures, setting strategic objectives for the Force where appropriate;**
- (g) the handling of complaints and the maintenance of standards across the Force;
- (h) monitoring of performance against the City of London Policing Plan, **including the Force's strategic priorities as National Lead Force for Economic Crime;**
- (i) **monitoring of performance of the force in its capacity as National Lead Force for Economic Crime in partnership with the Home Office;**

- (j) overseeing and scrutinising the Force's work to prevent and reduce crime in partnership with relevant agencies in the City of London;
- (k) ensuring local community needs are identified, considered and met as effectively as possible, including through the Policing Plan;
- (l) appointing such committees as are considered necessary for the better performance of its duties; and
- (m) To appoint the Chairman of the Police Pensions Board.

FRAUD AND CYBER CRIME REPORTING AND ANALYSIS SERVICE PROCUREMENT COMMITTEE

1. **Constitution**

A non-ward committee comprising:

- Chair and Deputy of City of London Police Authority Board
- Chair and Deputy of Policy and Resources Committee
- Chair and Deputy of Finance Committee
- Chair and Deputy of Procurement Sub (Finance) Committee
- Chair and Deputy of Projects Sub (Policy and Resources) Committee
- Chair and Deputy of Digital Sub (Finance) Committee

The above Committees may also propose additional individuals from their membership where they believe they will bring relevant expertise and experience to the Committee's deliberations (limited to one nomination per Committee).

2. **Quorum**

The quorum consists of any six Members (to be drawn from the relevant Chairs and Deputy Chairs).

3. **Membership 2021/22**

The Members referred to in paragraph 1, above.

4. **Terms of Reference**

For a period of three years, from April 2021 to April 2024, to be responsible for oversight of all matters relating to the procurement of the Next Generation Fraud and Cyber Crime Reporting and Analysis Service.

CRIME AND DISORDER SCRUTINY COMMITTEE

1. Constitution

A non-ward Committee consisting of the Chairman and Deputy Chairman of the:

- Policy and Resources Committee, or their representatives;
- City of London Police Authority Board, or their representatives;
- Community and Children's Services Committee or their representatives; and
- Licensing Committee, or their representatives.

appointed in accordance with the Police and Justice Act 2006.

2. Quorum

The quorum consists of any three Members.

3. Membership 2021/22

The Members referred to in paragraph 1 above.

4. Terms of Reference

- (a) To be responsible for the review and scrutiny of decisions made, or other actions taken, in connection with the discharge by the responsible authorities and other members of the Safer City Partnership of their crime and disorder functions;
- (b) to make reports or recommendations to other committees and to the Court of Common Council with respect to the discharge of those functions; and,
- (c) to have at least one meeting each year dedicated to scrutinising crime and disorder matters.

CULTURE, HERITAGE & LIBRARIES COMMITTEE

1. **Constitution**

A Ward Committee consisting of,

- two Aldermen nominated by the Court of Aldermen
- up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward
- the Chairman of the Board of Governors of the Guildhall School of Music & Drama (ex-officio)
- the Chairman of the Barbican Centre Board (ex-officio)

2. **Quorum**

The quorum consists of any nine Members.

3. **Membership 2021/22**

ALDERMEN

- 1 David Andrew Graves
- 1 Professor Michael Raymond Mainelli, Sheriff

COMMONERS

11	Barbara Patricia Newman, C.B.E, Deputy.....	Aldersgate
9	Jeremy Paul Mayhew.....	Aldersgate
7	Graeme George Harrower.....	Bassishaw
4	John Petrie, O.B.E.....	Billingsgate
8	Wendy Marilyn Hyde, Deputy.....	Bishopsgate
5	Andrew Paul Mayer.....	Bishopsgate
9	Dr Giles Robert Evelyn Shilson, Deputy.....	Bread Street
6	John Alfred Bennett, M.B.E., Deputy.....	Broad Street
10	Kevin Malcolm Everett Deputy	Candlewick
6	Henrika Sofia Johana Priest.....	Castle Baynard
8	Jeremy Lewis Simons, O.B.E.....	Castle Baynard
4	Tijs Broeke.....	Cheap
3	Dawn Lindsay Wright.....	Coleman Street
3	Tracey Graham.....	Cordwainer
9	The Revd. Stephen Decatur Haines.....	Cornhill
11	Vivienne Littlechild, M.B.E., J.P.	Cripplegate
5	David John Bradshaw, Deputy.....	Cripplegate
9	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
7	Ann Holmes.....	Farringdon Within
6	Richard David Regan, O.B.E., Deputy.....	Farringdon Within
2	Edward Lord, O.B.E., J.P., Deputy.....	Farringdon Without
7	Wendy Mead, O.B.E.....	Farringdon Without
8	Judith Lindsay Pleasance.....	Langbourn
5	Thomas Cowley Clementi.....	Lime Street
5	Munsur Ali.....	Portsoken
5	Caroline Wilma Haines.....	Queenhithe
2	James Richard Tumbridge.....	Tower
11	Tom Hoffman, M.B.E., Deputy.....	Vintry
6	Peter Gordon Bennett.....	Walbrook

Together with two vacancies in place of the two Wards (Aldgate and Bridge & Bridge Without) not making appointments on this occasion.

4. **Terms of Reference**

To be responsible for:-

- (a) the City Corporation's activities and services in the fields of culture, heritage and visitors including the development of relevant strategies and policies, reporting to the Court of Common Council as appropriate;
- (b) the management of the City's libraries and archives, including its functions as a library authority in accordance with the Public Libraries and Museums Act 1964 and all other powers and provisions relating thereto by providing an effective and efficient library service;
- (c) the management of the Guildhall Art Gallery and all the works of art belonging to the City of London Corporation;
- (d) the management and maintenance and, where appropriate, furnishing the City Information Centre, the Monument, the Roman Villa and Baths (Lower Thames Street) ~~and the visitor and events elements of Tower Bridge;~~
- (e) matters relating to the City's obligations for its various benefices;
- (f) the upkeep and maintenance of the Lord Mayor's State Coach, the semi-state coaches, the Sheriffs' Chariots and State Harness;
- (g) London's Roman Amphitheatre and the City of London Heritage Gallery (under Guildhall Art Gallery);
- (h) the City of London's Outdoor Arts Programme;
- (i) the City Arts Initiative – approving recommendations for artworks in the public realm ~~and applications to the City's Blue Plaque Scheme;~~
- (j) the Guildhall Yard Public Programme ~~and Aldgate Square Public Programme~~ (event content only);
- (k) the City of London Police Museum;
- (l) the development and implementation of a strategy for the management of Keats House (registered charity no. 1053381) and all of the books and artefacts comprising the Keats collection, in accordance with the relevant documents governing this charitable activity;
- (m) the management of Guildhall Library Centenary Fund (registered charity no. 206950);
- (n) making recommendations to the Court of Common Council regarding the Cultural Strategy, the Visitor Strategy and other corporate strategies, statements or resolutions relating to any of its functions, following consultation with the Policy & Resources Committee;
- (o) responsibility for the production and publication of the official City of London Pocketbook;
- (p) appointing such Sub-Committees and/or Consultative Committees as are considered necessary for the better performance of its duties including the following areas:-
 - Benefices
 - Keats House
- (q) to be responsible for grants in relation to the 'Inspiring London Through Culture' programme for culture and arts from funds under the Committee's control.
- (r) the appointment of the Directors of Open Spaces, Community and Children's Services and the Assistant Town Clerk and Culture Mile Director (in consultation with the Open Spaces and City Gardens, Community and Children's Services and Establishment Committees).

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

1. **Constitution**

A Non-Ward Committee consisting of,

- one Alderman nominated by the Court of Aldermen
- up to 10 Commoners 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 Chairman of the Board of Governors of City of London School for Girls
 - the Chairman of the Board of Governors of City of London Freeman's School
- up to eight co-opted non-City of London Corporation Governors with experience relevant to the Board

The Chairman of the Board shall be elected from the City Corporation Members.

2. **Quorum**

The quorum consists of any five Common Council Governors.

Any decision taken by the Board of Governors shall require the agreement of a majority of Common Council Governors present at the meeting and voting.

3. **Membership (until July 2021)**

ALDERMEN

- 4 Vincent Thomas Keaveny

COMMONERS

- 4 (4) Alexander Robertson Martin Barr
6 (4) Keith David Forbes Bottomley, Deputy
4 (4) Timothy Levene
12 (4) Edward Lord, O.B.E., J.P., Deputy
12 (3) Ian Christopher Norman Seaton
8 (3) James Michael Douglas Thomson, Deputy
12 (2) Marianne Bernadette Fredericks
5 (1) Dominic Gerard Christian
4 (1) Caroline Wilma Haines

together with:-

Lesley Cartmell

Rosie Gill

John Claughton

Andrew Jones

Ronel Lehmann

Lord Levene of Portsoken

Paul Madden

Vacancy

together with one Member to be appointed this day and the ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**

To be responsible for:-

- (a) all School matters;
- (b) the management of the School land and buildings belonging to the City of London Corporation;
- (c) the appointment of the Head and, where appropriate, the deputies and the Bursar.

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS

1. **Constitution**

A Non-Ward Committee consisting of,

- up to two Aldermen nominated by the Court of Aldermen
- up to 12 Commoners 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 Chairman of the Board of Governors of City of London School
 - the Chairman of the Board of Governors of City of London Freemen's School
- up to six co-opted non-City of London Corporation Governors with experience relevant to the Board

The Chairman of the Board shall be elected from the City Corporation Members.

2. **Quorum**

The quorum consists of any five Common Council Governors.

Any decision taken by the Board of Governors shall require the agreement of a majority of Common Council Governors present at the meeting and voting.

3. **Membership (until July 2021)**

ALDERMEN

- 1 Robert Picton Seymour Howard
- 2 Prem Goyal, O.B.E., J.P.

COMMONERS

- 2 (2) Mary Durcan *for two years*
- 12 (4) Clare James, Deputy
- 3 (3) Dhruv Patel, O.B.E., *for three years*
- 3 (3) Peter Gordon Bennett *for three years*
- 2 (2) Mark Bostock *for three years*
- 7 (3) Nicholas Michael Bensted-Smith, J.P.
- 6 (2) Randall Keith Anderson
- 4 (1) Rehana Banu Ameer
- 2 (1) Shravan Joshi, M.B.E.
- 20 (1) Richard David Regan, O.B.E., Deputy

together with:-

Prof. Anna Abulafia
Dr. Stephanie Ellington
Mary Ireland
Elizabeth Phillips
Vacancy
Vacancy

together with two Members to be appointed this day and the ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**

To be responsible for:-

- (a) all School matters;
- (b) the management of the School land and buildings belonging to the City of London Corporation;
- (c) the appointment of the Head and, where appropriate, the deputies and the bursar.

BOARD OF GOVERNORS OF THE CITY OF LONDON FREEMEN'S SCHOOL

1. **Constitution**

A Non-Ward Committee consisting of,

- up to two Aldermen nominated by the Court of Aldermen
- up to ~~12~~ 8 Commoners 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 Chairman of the Board of Governors of City of London School
 - the Chairman of the Board of Governors of City of London School for Girls
- up to six co-opted non-City of London Corporation Governors with skills relevant to the needs of the School.

The Chairman of the Board shall be elected from the City Corporation Members.

2. **Quorum**

The quorum consists of five Governors, of which not more than one of whom may be co-opted.

Any decision taken by the Board of Governors shall require the agreement of a majority of Common Council Governors present at the meeting and voting.

3. **Membership (until July 2021)**

ALDERMEN

- 1 Robert Picton Seymour Howard
- 1 David Andrew Graves

COMMONERS

- 17 (4) Roger Arthur Holden Chadwick, O.B.E., Deputy
- 8 (4) Hugh Fenton Morris, Deputy
- 2 (2) Tracey Graham *for three years*
- 12 (3) Elizabeth Rogula, Deputy
- 8 (3) Philip Woodhouse, Deputy
- 16 (2) John Alfred Bennett, M.B.E., Deputy
- 2 (2) Kevin Malcolm Everett, Deputy
- 12 (2) Michael Hudson
- 8 (1) Graham David Packham

together with :-

Nicholas Goddard
Andrew McMillan
Chris Townsend
Lady Gillian Yarrow
Vacancy
Vacancy

together with the ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**

To be responsible for:-

- (a) all School matters;
- (b) the management of the School land and buildings belonging to the City of London Corporation;
- (c) the appointment of the Headmaster/Headmistress and, where appropriate, the deputies and the bursar.

BOARD OF GOVERNORS OF THE GUILDHALL SCHOOL OF MUSIC & DRAMA

1. **Constitution**

A Non-Ward Committee consisting of,

- 11 Members elected by the Court of Common Council for a term of three years (renewable twice) at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the Principal of the Guildhall School of Music & Drama
- one member of the Guildhall School academic staff to be elected by the Academic staff for a term of three years (renewable twice)
- one member of the Guildhall School administrative staff to be elected by such staff for a term of three years (renewable twice)
- one Guildhall student representative who shall normally be the President of the Students' Union
- up to six co-opted non-City of London Corporation Governors with appropriate expertise for a term of three years (renewable twice)

None of the appointed Governors shall serve on the Board for more than a maximum of nine years.

The Chairman and Deputy Chairman of the Board shall be elected from the City Corporation Members.

The Chairman of the Barbican Centre Board, the Chairman of the Culture, Heritage & Libraries Committee and one representative of the Centre for Young Musicians shall be permitted to attend the Board in a non-voting, advisory capacity.

2. **Quorum**

The quorum consists of any seven Common Council Governors plus three co-opted Governors.

3. **Membership 2021/22**

- 3 (3) George Christopher Abrahams
- 8 (3) David John Bradshaw, Deputy
- 9 (3) Marianne Bernadette Fredericks
- 9 (3) Jeremy Paul Mayhew
- 2 (2) Munsur Ali
- 5 (2) Graham David Packham
- 8 (2) William Anthony Bowater Russell, Alderman, the Rt Hon The Lord Mayor

together with four Members to be appointed this day, those referred to in paragraph 1 above, and:-

the Principal of the Guildhall School for the time being - Lynne Williams

one Academic Member of the Guildhall School Staff,
elected by the Academic Staff - Andy Taylor

one Non-Academic Member of the Guildhall School
Staff, elected by the administrative staff - Steven Gietzen

one Guildhall School Student representative
(President of the Student Union for the time being) - Harry Plant

up to 6 Non-City of London Corporation Members with
appropriate expertise - Natasha Bucknor
Professor Geoffrey Crossick
Professor Maria Delgado
Neil Greenwood
Dr Paula Haynes
Vacancy

4. **Terms of Reference**

These terms of reference should be read in conjunction with the Guildhall School's *Instrument & Articles of Government* which lists the primary responsibilities of the Board of Governors. In summary, these are to be responsible for:-

- (a) the approval of a strategic plan and the determination of the educational character and the mission/aims of the Guildhall School of Music & Drama and oversight of its activities, assuring itself that appropriate steps are being taken to deliver the strategic plan;
- (b) Institutional sustainability and the approval of an annual Business Plan, assuring itself that there are effective systems of control and risk management;
- (c) the approval of annual estimates of income and expenditure;
- (d) the approval of the annual audited financial statements of the Guildhall School of Music & Drama;

- (e) ensuring that the requirements of the Office for Students, UK Research & Innovation and other relevant statutory bodies are followed and compliance is monitored;
- (f) responsibility for the promotion of equality and diversity throughout the School;
- (g) the appointment of the Principal of the Guildhall School of Music & Drama.

EDUCATION BOARD

1. **Constitution**
A Non-Ward Committee consisting of,
- 10 Members elected by the Court of Common Council, at least two of who shall have fewer than five years' service on the Court at the time of their appointment
 - Up to four external representatives, appointed by the Education Board, with appropriate expertise in the field of education (i.e. non-Members of the Court of Common Council, who shall have voting rights)
 - One member appointed by the Policy & Resources Committee
 - One member appointed by the Community & Children's Services Committee

2. **Quorum**
The quorum consists of any three Common Council Members and one of the four external representatives, except for the appointment of external representatives, when the quorum consists of any three Common Council Members.

3. **Membership 2021/22**

- 2 (2) Shravan Joshi, M.B.E., *for two years*
- 8 (4) William Anthony Bowater Russell, Alderman, the Rt Hon The Lord Mayor
- 4 (4) Ruby Sayed
- 3 (3) Philip John Woodhouse, Deputy
- 8 (2) Sir Peter Estlin, Alderman
- 3 (2) Nicholas Stephen Leland Lyons, Alderman
- 2 (2) Tijs Broeke

Together with four external representatives:-

Deborah Knight (*appointed for a term expiring July 2022*)

Rachel Bower (*appointed for a term expiring April 2023*)

Tim Campbell (*appointed for a term expiring July 2023*)

Vacancy

And together with the appointed Members referred to in paragraph 1 above, plus three Members to be appointed this day.

4. **Terms of Reference**

- (a) To monitor and review the City of London Strategies for Education, Cultural and Creative Learning, and Skills and to oversee their implementation (including skills and work related learning, and cultural and creative learning) in consultation, where appropriate, with Policy and Resources Committee and the relevant Service Committees; referring any proposed changes to the Court of Common Council for approval;
- (b) To oversee generally the City of London Corporation's education activities (including, where relevant, the City Corporation's commitment to ensuring education promotes healthy lifestyles); consulting with those Committees where education responsibilities are expressly provided for within the terms of reference of those Committees and liaising with the City's affiliated schools and co-sponsors; post school learning providers, and cultural organisations but excluding Gresham College and any responsibilities of the Gresham (City Side) Committee;
- (c) To be responsible for the oversight and monitoring of the City of London Corporation's sponsorship of its Academies, including the appointment of academy governors and, where relevant Members, Directors and Trustees;
- (d) To manage of The City of London Corporation Combined Education Charity (registered charity no. 312836), subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of the charity's funds;
- (e) To manage of the City Educational Trust Fund (registered charity no. 290840), subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of the charity's funds;
- (f) To constitute Sub-Committees in order to consider particular items of business within the terms of reference of the Board, including:-
 - Education Charity Sub (Education Board) Committee*
- (g) To recommend to the Court of Common Council candidates for appointment as the City of London Corporation's representative on school governing bodies where nomination rights are granted and which do not fall within the remit of any other Committee;
- (h) To monitor the frameworks for effective accountability, challenge and support in the City Family of Schools**;
- (i) To be responsible for the distribution of funds specifically allocated to it for education purposes, in accordance with the City of London Corporation's strategic policies;
- (j) To assist with promotion of skills training and education-business link activities in line with the City of London Corporation's Skills Strategy.

* The constitution of The Education Charity Sub-Committee is set by the Court of Common Council and comprises four Members appointed by the Education Board and four Members appointed by the Community and Children's Services Committee.

**The expression “the City Family of Schools” means those schools for which the City has either direct responsibility as proprietor, sponsor or local authority, or historic links. These include but are not restricted to: The ~~Sir John Cass Foundation Aldgate~~ Primary School, ~~The City Academy Hackney, the City of London Academy Islington~~, the City of London School, the City of London School for Girls, the City of London Freeman’s School, and the academies managed by the City of London Academies Trust.

COMMUNITY & CHILDREN'S SERVICES COMMITTEE

1. **Constitution**

A Ward Committee consisting of,

- two Aldermen nominated by the Court of Aldermen
- up to 34 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides), those Wards having 200 or more residents (based on the Ward List) being able to nominate a maximum of two representatives
- a limited number of Members co-opted by the Committee (e.g. the two parent governors required by law)

2. **Quorum**

The quorum consists of any nine Members. [N.B. - the co-opted Members only count as part of the quorum for matters relating to the Education Function]

3. **Membership 2021/22**

ALDERMEN

- 2 Bronek Masojada
- 1 Gregory Jones Q.C.

COMMONERS (OR ALDERMEN APPOINTED BY WARDS IN LIEU OF COMMONERS)

8	Randall Keith Anderson.....	Aldersgate
2	Helen Lesley Fentimen, O.B.E.....	Aldersgate
9	Dhruv Patel, O.B.E.....	Aldgate
3	Graeme George Harrower.....	Bassishaw
2	Jamie Ingham Clark, Deputy.....	Billingsgate
4	Benjamin Daniel Murphy.....	Bishopsgate
1	Tom Sleigh, Deputy.....	Bishopsgate
	(Bread Street has paired with Cordwainer for this appointment).....	Bread Street
2	Keith David Forbes Bottomley, Deputy.....	Bridge and Bridge Without
2	Christopher Michael Hayward, Sheriff.....	Broad Street
1	Emma Edhem, Alderman.....	Candlewick
11	Catherine McGuinness, Deputy.....	Castle Baynard
4	Natasha Maria Cabrera Lloyd-Owen.....	Castle Baynard
1	Nicholas Michael Bensted-Smith, J.P.....	Cheap
2	Dawn Lindsay Wright.....	Coleman Street
2	Sir Michael Snyder.....	Cordwainer
15	The Revd. Stephen Decatur Haines.....	Cornhill
5	Susan Jane Pearson.....	Cripplegate Within
5	William Pimlott.....	Cripplegate Within
6	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
5	Matthew Bell.....	Farringdon Within
1	John David Absalom, Deputy.....	Farringdon Without
5	Ruby Sayed.....	Farringdon Without
8	Philip Woodhouse, Deputy.....	Langbourn
1	Elizabeth Rogula, Deputy.....	Lime Street
11	Henry Llewellyn Michael Jones, Deputy.....	Portsoken
10	John William Fletcher.....	Portsoken
5	Caroline Wilma Haines.....	Queenhithe
1	Alastair John Naisbitt King, Alderman.....	Queenhithe
11	Marianne Bernadette Fredericks.....	Tower
4	Rehana Banu Ameer.....	Vintry
5	Peter Gordon Bennett.....	Walbrook

Together with one Member in place of the Ward (Farringdon Within) making only one of its two permitted appointments on this occasion, and the co-opted Members referred to in paragraph 1 above.

4. **Terms of Reference**

To be responsible for:-

- (a) the appointment of the Director of Community & Children's Services;
- (b) the following functions of the City of London Corporation (other than in respect of powers expressly delegated to another committee, sub-committee, board or panel):-
- i. Children's Services
 - ii. Adults' Services
 - iii. Education - to include the nomination/appointment of Local Authority Governors; as appropriate
 - iv. Libraries - in so far as the library services affects our communities (*NB - the budget for the Library Service falls within the remit of the Culture, Heritage and Libraries Committee but the Head of the Libraries Service reports to the Director of Community and Children's Services*)
 - v. Social Services
 - vi. Social Housing - (i.e. the management of the property owned by the City of London Corporation under the Housing Revenue Account and the City Fund in accordance with the requirements of all relevant legislation and the disposal of interests in the City of London Corporation's Housing Estates (pursuant to such policies as are from time to time laid down by the Court of Common Council)
 - vii. Public health - (within the meaning of the Health and Social Care Act 2012), liaison with health services and health scrutiny
 - viii. **Safer Communities - in order to reflect a multi-agency approach to public protection, the Chairman or Deputy Chairman of Community & Children's Services Committee be elected Chair of Safer City Strategic Partnership Group (SCSPG), with a Member of the Police Authority Board acting as Deputy Chairman**
 - ix. Sport/Leisure Activities
 - x. Management of the City of London Almshouses (registered charity no 1005857) - in accordance with the charity's governing instruments
 - xi. Marriage Licensing and the Registration Service
- and the preparation of all statutory plans relating to those functions and consulting as appropriate on the exercise of those functions;
- (c) appointing Statutory Panels, Boards and Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-
- Housing Management and Almshouses Sub-Committee
 - Safeguarding Sub-Committee
 - Integrated Commissioning Sub-Committee
 - Homelessness and Rough Sleepers Sub-Committee
- (d) the management of The City of London Corporation Combined Relief of Poverty Charity (registered charity no. 1073660);
- (e) making recommendations to the Education Board on the policy to be adopted for the application of charitable funds from The City of London Corporation Combined Education Charity (registered charity no. 312836) and the City Educational Trust Fund (registered charity no. 290840); and to make appointments to the Sub-Committee established by the Education Board for the purpose of managing those charities.
- (f) the management of the Aldgate Pavilion.

GRESHAM COMMITTEE (CITY SIDE)

1. **Constitution**
A Non-Ward Committee consisting of,
- two Aldermen nominated by the Court of Aldermen
 - nine Commoners 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 Right Honourable the Lord Mayor (ex-officio)

2. **Quorum**
The quorum consists of any three Members.

3. **Membership 2021/22**

ALDERMEN

- 2 Sir Andrew Charles Parnley
- 1 John Garbutt

COMMONERS

- 13 (4) Wendy Mead, O.B.E.
- 7 (4) John George Stewart Scott, J.P.
- 14 (3) Simon D'Olier Duckworth, O.B.E., D.L.
- 11 (3) Dr Giles Robert Evelyn Shilson, Deputy
- 2 (2) Keith David Forbes Bottomley, Deputy
- 17 (2) Tom Hoffman, M.B.E., Deputy
- 5 (2) Edward Lord, O.B.E., Deputy

together with the ex-officio Member referred to in paragraph 1 above and two Members to be appointed this day.

4. **Terms of Reference**
To be responsible for:-

- (a) letting and demising the lands and tenements given to this City by Sir Thomas Gresham by his last Will and Testament or otherwise to do and perform all and everything and things according to the true intent and meaning of the said last Will and Testament of the said Sir Thomas Gresham and the several Acts of Parliament for that purpose made with limitations and provisions as in the same are directed;

(Note: The estate, so far as it relates to the land that was left to the City of London Corporation and the Mercers' Company, is administered by the Joint Grand Gresham Committee, which consists of the City Side and an equal number of Mercers. The legal obligations upon the City of London Corporation under the terms of Sir Thomas Gresham's Will, as varied by statute and discharged by the City Side, are limited:-

- (i) to the appointment and payment of four of the Gresham Lecturers, namely those in Divinity, Astronomy, Music and Geometry, and in the provision of a sufficient and proper place for the delivery of the lectures;
 - (ii) to the maintenance of eight almshouses in Ferndale Road, Brixton, to the appointment of eight "almsfolkes" and the payment of a small annual sum to each of them);
- (b) all other City Side matters relating to Gresham College including:-
- (i) the appointment, from the membership of the Court of Common Council, of one representative to attend General Meetings of the Council of Gresham College and up to four Directors to serve on the Council of Gresham College;
 - (ii) any amendments to the current Memorandum and Articles of Association of Gresham College, other than financial aspects and those which, in the opinion of the Committee, are significant and should be considered by the Court.

ESTABLISHMENT COMMITTEE

1. **Constitution**
A Non-Ward Committee consisting of,
- one Alderman nominated by the Court of Aldermen
 - 15 Commoners elected by the Court of Common Council at least two of whom shall have fewer than five years' service on the Court the time of their appointment
 - an appointed representative of the Finance Committee

2. **Quorum**
The quorum consists of any four Members.

3. **Membership 2021/22**

ALDERMAN

- 3 Sir Charles Edward Beck Bowman

COMMONERS

- 9 (4) Kevin Malcolm Everett, Deputy
11 (4) The Revd. Stephen Decatur Haines
13 (4) Edward Lord, O.B.E., J.P., Deputy
7 (3) Randall Keith Anderson
9 (3) Richard David Regan, O.B.E., Deputy
11 (3) Elizabeth Rogula, Deputy
5 (3) Ruby Sayed
7 (3) Philip John Woodhouse, Deputy
2 (2) Henry Nicholas Almroth Colthurst
2 (2) Karina Dostalova
2 (2) Jamie Ingham Clark, Deputy

together with the appointed Member of the Finance Committee referred to in paragraph 1 above and four Members to be appointed this day.

4. **Terms of Reference**

- (a) The Establishment Committee has specific authority to deal with or make recommendations to the Court of Common Council where appropriate on all matters relating to the employment of City of London Corporation employees where such matters are not specifically delegated to another Committee. These matters include:-
- Conditions of employment;
 - Local Government Pension Scheme (apart from investments);
 - Workforce planning;
 - Wages, salaries structure, job evaluation, staff grading and remuneration of Senior Officers;
 - Organisation reviews;
 - Employee relations;
 - Joint consultation;
 - Learning and employee development;
 - Recruitment and selection;
 - Discipline, dismissal, redundancies in line with the appropriate stages in policy etc;
 - Occupational health, safety and wellbeing.

NB. The exception to this rule is, whilst the support staff in the City of London Police come within the purview of this Committee, the uniformed Police come under the Police Authority Board.

- (b) To approve:-
- (i) Reports of Heads of Departments recommending changes to senior management posts of Grade I and above which need the approval of the Court.
 - (ii) The structure and application of Job Evaluation Schemes and any amendments thereto.
- (c) To approve and promulgate Human Resources policies and practices so that the City of London Corporation can recruit, retain and motivate its employees and carry out its functions to the highest standards of quality and cost effectiveness;
- (d) To instigate and promulgate organisational reviews of departments and to approve their reports and comments on proposed changes in organisation to ensure that staff resources are deployed in an efficient and effective manner.

- (e) To make amendments to:-
 - (i) the general terms and conditions of employment which are contained in the employee handbook, such as working hours, annual leave, pension, leave of absence, allowances, family friendly provisions, and sick pay;
 - (ii) those procedures which form part of the contract of employment to include the grievance, disciplinary, capability, and appeals procedures, motor car, and motorcycle assisted purchase scheme.
- (f) To appoint seven members (including the representative of the Finance Committee):-
 - (i) to act as the Employer's side of the Joint Consultative Committee when meeting 8 members of the recognised unions, UNITE and GMB for the purpose of collective consultation and negotiation on general matters relating to salaries and terms and conditions of service etc. of City of London Corporation employees up to and including Grade G but excluding teachers and City Police Officers;
 - (ii) to act as the Employer's side of the Senior Management Joint Consultative Committee when meeting representatives of senior management of grades H and above, including High and Table Officers, for the purpose of collective consultation and negotiation on general matters relating to salaries and terms and conditions of service, etc;
- (g) To increase Judges' salaries if they follow the recommendations of the Top Review Board and are approved by the Lord Chancellor.
- (h) To increase the salary of the Coroner if it follows the recommendations of the Joint Negotiating Committee for Coroners.
- (i) To consider submissions of the Board or Boards of Governors relating to teaching staff, which, inter alia, may have to be finally submitted to the Court of Common Council.
- (j) To approve any increase in the salaries for teachers at the three City Schools if they are in excess of that recommended by the School Teachers' Review Body and any proposed changes to the basic salary structure or restructuring of the common pay spine for teachers.
- (k) To approve:-
 - (i) the learning and employee development policy, strategy and budget;
 - (ii) the Health and Safety and Occupational Health and Wellbeing policies and strategies.
- (l) To be the service Committee for the following Departments:-
Town Clerk's (Policy and Democratic Services, including Corporate HR)
Comptroller and City Solicitor's
- (m) To be responsible for the appointment of the Coroner (and see (h) above).
- (n) In accordance with the Scheme of Delegation, to receive details of:
 - (i) redundancies and early retirements
 - (ii) Market Forces Supplements
- (o) To be responsible for the monitoring and control of overtime, sickness absence, recruitment and retention changes to staffing resources, workforce profile, job evaluation and the termination of employment.
- (p) To have oversight of the City of London Corporation's policies and practices in respect of equality and inclusion, including the implementation of the Equality Act 2010 and other relevant legislation.
- (q) dealing with requests for grants to support staff welfare initiatives from funds under the Committee's control, as allocated by the Resource Allocation Sub (Policy and Resources) Committee

OPEN SPACES & CITY GARDENS COMMITTEE

1. **Constitution**
A Non-Ward Committee consisting of,
 - eight 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 Chairman and Deputy Chairman of the Epping Forest & Commons Committee
 - the Chairman and Deputy Chairman of the Hampstead Heath, Highgate Wood & Queen's Park Committee
2. **Quorum**
The quorum consists of any five Members.
3. **Membership 2021/22**

11	(4)	Ian David Luder J.P., Alderman
8	(4)	Graeme Martyn Doshi-Smith
4	(3)	Caroline Wilma Haines
11	(3)	Wendy Mead, O.B.E.
2	(2)	Karina Dostalova
5	(2)	Oliver Sells, Q.C.

together with the ex-officio Members referred to in paragraph 1 above and two Members to be appointed this day.
4. **Terms of Reference**
To be responsible for:-
 - (a) The allocation of grants in relation to Open Spaces taking account of any views or recommendations expressed by the Epping Forest and Commons Committee, West Ham Park Committee or Hampstead Heath, Highgate Wood and Queen's Park Committee as relevant;
 - (b) **Open Spaces**
dealing with, or making recommendations to the Court of Common Council where appropriate, all matters relating to the strategic management (e.g. policy, financial and staffing) of the City of London Corporation's open spaces where such matters are not specifically the responsibility of another Committee; and
 - (c) the appointment of the Director of Open Spaces (in consultation with the Port Health and Environmental Services Committee);
 - (d) **City Open Spaces**
the management and day-to-day administration of the gardens, churchyards and open spaces in the City under the control of the Common Council, together with Bunhill Fields Burial Ground;
 - (e) arrangements for the planting and maintenance of trees and other plants and shrubs in open spaces and in footpaths adjacent to highways in the City;
 - (f) advising on applications for planning permission relating in whole or in part to the gardens, churchyards or open spaces in the City under the control of the Common Council; and
 - (g) the functions of the Common Council under the Local Government (Miscellaneous Provisions) Act 1976 to make safe by felling, or otherwise, dangerous trees in the City generally on receipt of notices served on the City of London Corporation in the circumstances set out in Section 23 of the Act and where trees are in danger of damaging property.

WEST HAM PARK COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- eight 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 membership to be the same as the Open Spaces & City Gardens Committee.
- plus the following:-
 - four representatives nominated by the Heirs-at-Law of the late John Gurney
 - one representative nominated by the Parish of West Ham
 - two representatives nominated by the London Borough of Newham

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2021/22**

11 (4) Ian David Luder J.P., Alderman

8 (4) Graeme Martyn Doshi-Smith

4 (3) Caroline Wilma Haines

11 (3) Wendy Mead, O.B.E.

2 (2) Karina Dostalova

5 (2) Oliver Sells, Q.C.

together with the ex-officio Members referred to in paragraph 1 above, two Members to be appointed this day, and:-

Four representatives appointed by the heirs-at-law of the late John Gurney:-

- Catherine Bickmore
- Rafe Courage
- Richard Gurney (Heir-at-Law)
- Justin Meath-Baker

One representative appointed by the incumbent or priest, for the time being, in charge of the present benefice of West Ham:-

- Rev Simon Nicholls

Two representatives appointed by the London Borough of Newham

- Councillor James Asser
- Councillor Tahmina Rahman

4. **Terms of Reference**

To:-

- (a) have regard to the overall policy laid down by the Open Spaces & City Gardens Committee.
- (b) be responsible for the ownership and management of West Ham Park (registered charity no. 206948) in accordance with the terms of conveyance of the Park by John Gurney, Esq. to the City of London Corporation dated 20th July 1874 and in accordance with the Licence in Mortmain dated 22nd May 1874.
- (c) authorise the institution of any criminal or civil proceedings arising out of the exercise of its functions.
- (d) express views or make recommendations to the Open Spaces and City Gardens Committee for that Committee's allocation of grants which relate to West Ham Park.

EPPING FOREST & COMMONS COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- two Aldermen nominated by the Court of Aldermen
- 8 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 Chairman and Deputy Chairman of the Open Spaces & City Gardens Committee (ex-officio)
- plus, for the consideration of business relating to Epping Forest only, four Verderers elected or appointed pursuant to the Epping Forest Act 1878.

2. **Quorum**

The quorum consists of any five Members.

For the purpose of non-Epping Forest related business the quorum must consist of five Committee Members who must be Members of the Court of Common Council.

3. **Membership 2021/22**

ALDERMEN

- 1 Nicholas Stephen Leland Lyons
- 3 Robert Charles Hughes-Penney

COMMONERS

- 4 (4) Benjamin Daniel Murphy
- 7 (3) Philip Woodhouse, Deputy
- 6 (2) Graeme Martyn Doshi-Smith
- 6 (2) Jeremy Lewis Simons, O.B.E.

together with the ex-officio Members referred to in paragraph 1 above, four Members to be appointed this day, and:-

Verderers pursuant to the provisions of the Epping Forest Act, 1878:-

- Michael Chapman, D.L.
- H.H. Kennedy William Kennedy
- Paul Morris
- Nicholas Munday

4. **Terms of Reference**

To be responsible, having regard to the overall policy laid down by the Open Spaces & City Gardens Committee, for:-

- (a) exercising of the powers and duties of the Court of Common Council as Conservators of Epping Forest (registered charity no. 232990) and the various additional lands which have been acquired to protect the Forest in accordance, where appropriate, with the Epping Forest Acts 1878 and 1880 (as amended) and all other relevant legislation.
- (b) the ownership and management of the following open spaces in accordance with the provisions of the Corporation of London Open Spaces Act 1878:-
Coulsdon and other Commons (registered charity no. 232989), the other Commons being Kenley Common, Farthing Downs and Riddlesdown
West Wickham Common and Spring Park (registered charity no. 232988)
Ashted Common (registered charity no. 1051510)
Burnham Beeches and Stoke Common (registered charity no. 232987)
- (c) appointing such Consultative Committees as are considered necessary for the better performance of its duties including:-
Ashted Common Consultative Committee
Burnham Beeches Consultation Group
Epping Forest Consultative Committee
West Wickham, Spring Park and Coulsdon Commons Consultative Committee
- (d) expressing views or making recommendations to the Open Spaces and City Gardens Committee for that Committee's allocation of grants which relate to Epping Forest and Commons.

HAMPSTEAD HEATH, HIGHGATE WOOD & QUEEN'S PARK COMMITTEE

1. **Constitution**

A Non-Ward Committee appointed pursuant to the London Government Reorganisation (Hampstead Heath) Order 1989 consisting of not fewer than 18 Members in the following categories:-

- not fewer than 12 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 Chairman and Deputy Chairman of the Open Spaces & City Gardens Committee (ex-officio)
- plus, for the consideration of business relating to Hampstead Heath only, at least six representatives who must not be Members of the Court of Common Council or employees of the City of London Corporation and at least six of whom are to be appointed as follows:-
 - one after consultation with the London Borough of Barnet
 - one after consultation with the London Borough of Camden
 - one after consultation with the owners of the Kenwood lands
 - three after consultation with bodies representing local, ecological, environmental or sporting interests

The Chairman of the Committee shall be elected from the City Corporation Members.

2. **Quorum**

A. For Hampstead Heath business the quorum consists of seven Members, at least one of whom must be a non-Common Council Member.

B. For Highgate Wood and Queen's Park business the quorum consists of three Members.

3. **Membership 2021/22**

- 9 (4) Karina Dostalova
- 6 (4) Anne Helen Fairweather
- 4 (4) David John Bradshaw, Deputy
- 4 (3) Prem Goyal, O.B.E., J.P., Alderman
- 4 (3) Gregory Percy Jones, Q.C., Alderman
- 6 (3) John Tomlinson, Deputy
- 7 (2) Michael Hudson
- 4 (2) Wendy Mead, O.B.E.

Together with the ex-officio Members referred to in paragraph 1 above, four Members to be appointed this day, and the following representatives from outside organisations:-

Heath and Hampstead Society	-	John Beyer
English Heritage	-	Christopher Byers
Royal Society for the Protection of Birds	-	Yianni Andrews
London Borough of Barnet	-	Councillor Richard Cornelius
London Borough of Camden	-	<i>Vacancy</i>
Ramblers' Society	-	Pam Hampshire

4. **Terms of Reference**

To be responsible, having regard to the overall policy laid down by the Open Spaces & City Gardens Committee, for:-

- (a) expressing views or making recommendations to the Open Spaces and City Gardens Committee for that Committee's allocation of grants which relate to Hampstead Heath, Highgate Wood & Queen's Park.

Hampstead Heath

- (b) devising and implementing the City of London Corporation's policies and programmes of work in relation to Hampstead Heath (registered charity no. 803392) (and, in fulfilling those purposes, to have regard to any representations made to it by the Hampstead Heath Consultative Committee) in accordance with the London Government Re-organisation (Hampstead Heath) Order 1989;
- (c) exercising all the City of London Corporation's powers and duties relating to Hampstead Heath, including those set out in Regulation 5 of the London Government Re-organisation (Hampstead Heath) Order 1989, or in any Act or Statutory Instrument consolidating, amending or replacing the same;

Highgate Wood & Queen's Park

- (d) devising and implementing the City of London Corporation's policies and programmes of work in relation to Highgate Wood and Queen's Park (registered charity no. 232986) (and, in fulfilling those purposes, to have regard to any representations made to it by the Highgate Wood Joint Consultative Committee and the Queen's Park Joint Consultative Group) in accordance with the provisions of the Highgate Wood and Kilburn Open Spaces Act 1886;

Consultative Committees

- (e) appointing such Consultative Committees and Groups as are considered necessary for the better performance of its duties including, but not limited to, a
- Hampstead Heath Consultative Committee
 - Highgate Wood Joint Consultative Committee
 - Queen's Park Joint Consultative Group

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 2021/22**

ALDERMEN

- 7 Sir David Wootton
1 Sir Roger Gifford

COMMONERS

- 3 (3) Tijs Broeke
3 (3) Dominic Gerard Christian

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.

BARBICAN RESIDENTIAL COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- 7 Members who are non-residents of the Barbican Estate 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
 - 2 Members nominated by each of the following Wards/Sides of Ward:-
 - Aldersgate
 - Cripplegate Within
 - Cripplegate Without
 - the Chairman or Deputy Chairman of the Community & Children's Services Committee (ex-officio)
- The Chairman and Deputy Chairman of the Committee shall be elected from the Members who are non-residents of the Barbican Estate.

2. **Quorum**

The quorum consists of any three Members who are non-residents of the Barbican Estate.

3. **Membership 2021/22**

Non-Residents:-

- 4 (4) Mark Raymond Peter Henry Delano Wheatley
- 5 (4) Susan Jane Pearson
- 10 (3) Jeremy Paul Mayhew
- 13 (2) Michael Hudson
- 3 (3) Dawn Lindsay Wright *for three years*

Residents:-

Nominations by the Wards of Aldersgate and Cripplegate (Within and Without), each for the appointment of two Members:

Aldersgate

Adrian Mark Bastow

Barbara Patricia Newman, C.B.E., Deputy

Cripplegate (Within and Without)

Mark Bostock

Deputy David John Bradshaw

Mary Durcan

Deputy John Tomlinson

together with the ex-officio Members referred to in paragraph 1 above and two Members to be appointed this day.

4. **Terms of Reference**

To be responsible for:-

- (a) the management of all completed residential premises and ancillary accommodation on the Barbican Estate, e.g. the commercial premises, launderette, car parks, baggage stores, etc. (and, in fulfilling those purposes, to have regard to any representations made to it by the Barbican Estate Residents' Consultation Committee);
- (b) the disposal of interests in the Barbican Estate pursuant to such policies as are from time to time laid down by the Court of Common Council.

BARBICAN CENTRE BOARD

1. **Constitution**

A Non-Ward Committee consisting of,

- eight Members elected by the Court of Common Council for three-year terms, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment.
- Up to nine non-Common Council representatives appointed by the Committee, of which at least two should be drawn from the arts world
 - a representative of the Policy & Resources Committee
 - a representative of the Finance Committee
 - the Chairman of the Board of Governors of the Guildhall School of Music & Drama (ex-officio)
 - the Chairman of the Barbican Centre Trust (ex-officio)
 - the Chairman of the Culture, Heritage & Libraries Committee (ex-officio)

The Chairman of the Board shall be elected from the City Corporation Members.

The Board shall also elect a second Deputy Chairman, appointed from the External Membership of the Board.

There is a maximum service limit of nine years, which shall apply to all Members (including ex-officio).¹

2. **Quorum**

The quorum consists of any five Members, provided Common Councilmen are in the majority.

3. **Membership 2021/22**

- | | | |
|---|-----|--|
| 6 | (3) | Vivienne Littlechild, M.B.E., J.P. |
| 3 | (3) | William Anthony Bowater Russell, Alderman, the Rt Hon The Lord Mayor |
| 2 | (2) | Munsur Ali |
| 2 | (2) | Randall Keith Anderson |

Together with the Members and ex-officio Members referred to in paragraph 1 above, and:-

Stephen Bediako)	
Russ Carr)	
Zulum Elumogo)	
Gerard Grech)	Up to nine non-Common Council Members appointed by the Board
Lucy Musgrave)	
Mark Page)	
Professor Jane Roscoe)	
Dr Jens Riegelsberger)	
Jenny Waldman)	

4. **Terms of Reference**

To be responsible for:-

- (a) the strategic direction, management, operation and maintenance of the Barbican Centre, having determined the general principles and financial targets within which the Centre will operate;
- (b) the appointment of the Managing Director of the Barbican Centre;
- (c) the Centre's contribution to the City of London Corporation's key policy priority, 'Increasing the impact of the City's cultural and heritage offer on the life of London and the nation', viz.:-
 - i) the provision of world-class arts and learning by the Centre for the education, enlightenment and entertainment of all who visit it, particularly through the delivery of its creative and cultural learning programmes; and
 - ii) the provision of access to arts and learning beyond the Centre;
- (d) the creation of enterprise and income-generating support for the Centre.

¹ other than in specific cases approved by the Court of Common Council.

BRIDGE HOUSE ESTATES BOARD

1. Constitution*

A Non-Ward Committee discharging charity trustee functions independently for the City Corporation as Trustee of Bridge House Estates (Charity Registration No. 1035628), acting solely in the best interests of the charity, consisting of,

- 8 Commoners appointed by the Court of Common Council for a four-year term
- 2 Aldermen nominated by the Court of Aldermen and appointed by the Court of Aldermen for a four-year term
- 2 external co-opted members (with full voting rights, recruited by the Board in accordance with the procedure approved by the Court)

and each is a "Member".

**Appointments from each category of Member will be on a staggered basis to ensure continuity in the discharge of the Board's business over the medium term. Any person appointed to the Board may only serve for a maximum of two consecutive terms.*

2. Quorum

The quorum consists of any five Members of the Board.

3. Membership 2021/22

ALDERMEN

- 1 Alison Gowman
- 1 Emma Edhem

COMMONERS

Eight Members to be appointed this day, together with the two external Co-opted Members referred to in paragraph 1 and appointed by the Court of Common Council at the recommendation of this Board, in accordance with the procedure for their appointment approved by the Court which provides that Co-opted Members will be selected on the basis of their skills, knowledge and experience in order to ensure that the Board is made up of those with an appropriate balance of skills, knowledge and experience necessary to administer the charity on behalf of the Court:

4. Terms of Reference of the Delegated Authority

- (a) For the avoidance of doubt, consistent with the responsibilities of the City of London Corporation acting by the Common Council, as charity Trustee of Bridge House Estates (Charity Registration No. 1035628) ("the Charity"), the Court of Common Council must at all times retain proper oversight of the functions delegated to this Board, with certain matters reserved to the Court of Common Council as stated in these Terms of Reference or by a separate decision of the Court.
- (b) The following matters are reserved to the Court of Common Council:
- (i) Appointment and removal of members of the Board and ensuring that the Board retains appropriate skills, knowledge and experience;
 - (ii) Amendment of the governing documents of the Charity;
 - (iii) Approval of the annual report and financial statements for the Charity;
 - (iv) Approval of the budget for the Charity;
 - (v) Approval of the amount of income considered surplus to the requirements of the Charity's primary object to be allocated for application to the ancillary object each year ("surplus income");
 - (vi) Annual approval of the Charity's Risk Register;
 - (vii) Appointment of auditors;
 - (viii) Approval of the Charity's strategy, including its overarching strategy, investment strategy, bridge replacement strategy, charitable funding strategy and communications strategy;
 - (ix) Approval of the Charity's conflict of interest policy, reserves policy, investment policy, and policy for the application of surplus income;
 - (x) Approval of the process to be adopted for the appointment of co-opted independent members to the Board and its sub-committees, ensuring that those appointed have regard to diversity and inclusion on the Board;
- Generally**
- (c) Except for those matters reserved to the Court of Common Council, the Board will be responsible for all aspects of Bridge House Estates' day-to-day management and administration in the discharge of the City of London Corporation's functions as Trustee of the Charity, acting solely in the best interests of the Charity, subject always to the delegated authority being exercised in accordance with any strategy, policy and/or procedure set by, or other direction of, the Court.
- Specifically**
- (d) Except for those matters reserved to the Court of Common Council, the Board will be responsible for:

- (i) Ensuring governance & regulatory compliance - including compliance with the Charity's governing documents, all relevant legal and regulatory requirements, and the governance framework adopted by the City Corporation in its administration of the Charity as Trustee – and for keeping such matters under review making relevant recommendations to the Court of Common Council for the Charity's good administration;
- (ii) Considering, consulting upon, settling and keeping under review, matters of policy and/or strategic importance to Bridge House Estates, and making relevant recommendations to the Court of Common Council for the Charity's good administration;
- (iii) monitoring the integrity of and preparing the Charity's financial statements, including its Annual Report, to ensure they conform with applicable accounting standards, for recommendation to the Court of Common Council for approval;
- (iv) overseeing the Charity's external and internal audit functions, and making appropriate recommendations on the appointment of an auditor of the Charity's Accounts;
- (v) appointing any investment or fund managers, nominees or agents to act for the Trustee and keeping their activities under review to ensure their compliance with any authority, mandate, policy or requirements which have been set for that purpose;
- (vi) all functions relating to the administration of any of the Charity's assets and property held in any asset class, whether functional assets (including the five bridges), operational assets or investment assets;
- (vii) determining resource allocation for the Charity in accordance with its strategic policies and any budget set by the Court of Common Council, including making recommendations to the Court on the allocation of surplus income;
- (viii) all decisions relating to the application of surplus income;
- (ix) scrutiny, management and delivery of major projects and/or programmes of work for the Charity;
- (x) identifying, managing, mitigating against, monitoring, reviewing and reporting to the Court on any risks relating to the administration of the Charity;
- (xi) ensuring effective operational arrangements are in place for the proper administration of the Charity, and to support expedient and efficient delivery of the Charity's objects and activities, including the overall organisation and structure of delivery of the Charity's business within the City Corporation's business operating model, and the appointment of contractors and suppliers.

Delegation

- (e) The Board may appoint such sub-committees as are considered necessary for the efficient and effective discharge of any of the functions conferred on the Board, and may appoint such members of the Board (including for the avoidance of doubt any of the co-opted members of the Board), and/or such elected Members serving on any other Committees of the Court of Common Council who are considered to have the necessary skills, knowledge and experience to better support the proper discharge of the relevant sub-committee's functions, and/or any co-opted member appointed by the Board to a sub-committee in accordance with the process adopted by the Court per paragraph 5(b)(x) above, subject always to elected Members forming the majority of those in attendance at any sub-committee meeting to form a quorum.

Reporting

- (f) The Board must report to the Court of Common Council at least biannually on the exercise of this delegated authority in such form as the Court requires.

LICENSING COMMITTEE

1. **Constitution**
A Non-Ward Committee consisting of 15 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.
2. **Quorum**
The quorum consists of any five Members.
3. **Membership 2021/22**
 - 9 (4) Michael Hudson
 - 9 (4) Graham David Packham
 - 8 (4) Judith Lindsay Pleasance
 - 4 (4) Caroline Kordai Addy
 - 19 (3) Kevin Malcolm Everett, Deputy
 - 11 (3) Sophie Anne Fernandes
 - 11 (3) James Richard Tumbridge
 - 3 (3) John William Fletcher
 - 4 (2) Karina Dostalova
 - 13 (2) Marianne Bernadette Fredericks
 - 4 (2) Shravan Joshi, M.B.E.Together with four Members to be appointed this day.
4. **Terms of Reference**
To be responsible for:-
 - (a) the City of London Corporation's licensing functions under the following legislation:-
 - (i) Licensing Act 2003:-
 - (ii) Gambling Act 2005:-
 - (iii) Local Government (Miscellaneous Provisions) Act 1982, as amended by the Policing and Crime Act 2009:-
 - (a) the licensing of sexual entertainment venues
 - (b) action to prohibit the consumption of alcohol in designated public places as detailed in sections 12-16 of the Criminal Justice and Police Act 2001 and the Local Authorities (Alcohol Consumption in Designated Public Places) Regulations 2001
 - (c) the implementation of those sections of any Acts of Parliament and/or European Legislation which direct that the local authority take action in respect of those duties listed at (a) above, including the functions contained in Sections 2(1) and 2(2) of the Hypnotism Act 1952
 - (d) determining which of its functions and responsibilities may be delegated to enable the Director of Markets and Consumer Protection to act on its behalf.
 - (b) The appointment of the Director of Markets and Consumer Protection (acting jointly with the Port Health and Environmental Services Committee and the Markets Committee);
 - (c) Making recommendations to the Court of Common Council regarding:-
 - (i) the City Corporation's Statement of Licensing Policy; and
 - (ii) The Statement of Licensing Principles in respect of the Gambling Act 2005.
 - (d) charity collections, under the Police, Factories and Miscellaneous Provisions Act 1916 (or any subsequent re-enactment).

HEALTH & WELLBEING BOARD

1. **Constitution**

A Non-Ward Committee consisting of,

- three Members elected by the Court of Common Council (who shall not be members of the Health and Social Care Scrutiny Sub-Committee)
- the Chairman of the Policy and Resources Committee (or his/her representative)
- the Chairman of Community and Children's Services Committee (or his/her representative)
- the Chairman of the Port Health & Environmental Services Committee (or his/her representative)
- the Director of Public Health or his/her representative
- the Director of the Community and Children's Services Department
- a representative of Healthwatch appointed by that agency
- a representative of the Clinical Commissioning Group (CCG) appointed by that agency
- a representative of the Safer City Partnership
- the Port Health and Public Protection Director
- a representative of the City of London Police appointed by the Commissioner

2. **Quorum**

The quorum consists of five Members, at least three of whom must be Members of the Common Council or officers representing the City of London Corporation.

3. **Membership 2021/22**

8 (4) Joyce Carruthers Nash, O.B.E.

5 (2) Marianne Bernadette Fredericks

Together with the Members referred to in paragraph 1 above and one Member to be appointed this day.

Co-opted Members

The Board may appoint up to two co-opted non-City Corporation representatives with experience relevant to the work of the Health and Wellbeing Board.

4. **Terms of Reference**

To be responsible for:-

- a) carrying out all duties conferred by the Health and Social Care Act 2012 ("the HSCA 2012") on a Health and Wellbeing Board for the City of London area, among which:-
 - i) to provide collective leadership for the general advancement of the health and wellbeing of the people within the City of London by promoting the integration of health and social care services; and
 - ii) to identify key priorities for health and local government commissioning, including the preparation of the Joint Strategic Needs Assessment and the production of a Joint Health and Wellbeing Strategy.

All of these duties should be carried out in accordance with the provisions of the HSCA 2012 concerning the requirement to consult the public and to have regard to guidance issued by the Secretary of State;

- b) mobilising, co-ordinating and sharing resources needed for the discharge of its statutory functions, from its membership and from others which may be bound by its decisions; and
- c) appointing such sub-committees as are considered necessary for the better performance of its duties.

5. **Substitutes for Statutory Members**

Other Statutory Members of the Board (other than Members of the Court of Common Council) may nominate a single named individual who will substitute for them and have the authority to make decisions in the event that they are unable to attend a meeting.

HEALTH & SOCIAL CARE SCRUTINY COMMITTEE

1. **Constitution**

A non-Ward Committee consisting of,

- Any 6 Members appointed by the Court of Common Council
- 1 Co-opted Healthwatch representative.

The above shall not be Members of the Community & Children's Services Committee or the Health & Wellbeing Board.

2. **Quorum**

The quorum consists of any three Members. [N.B. - the co-opted Member does not count towards the quorum]

3. **Membership 2021/22**

- 6 (2) Christopher Paul Boden, *for two years*
- 6 (2) Michael Hudson, *for three years*
- 6 (2) Vivienne Littlechild, M.B.E., J.P., *for three years*
- 6 (2) Wendy Mead, O.B.E.

Together with two Members to be appointed for this day and the co-opted Member referred to in paragraph 1 above.

4. **Terms of Reference**

To be responsible for:-

- (a) fulfilling the City's health and social care scrutiny role in keeping with the aims expounded in the Health and Social Care Act 2001 and Part 14 of the Local Government and Public Health Act 2007 (Patient and Public Involvement in Care and Social Care);
- (b) agreeing and implementing an annual work programme; and
- (c) receiving and taking account of the views of relevant stakeholders and service providers by inviting representations to be made at appropriate meetings.

LOCAL GOVERNMENT PENSIONS BOARD

1. **Constitution**

A Non-Ward Committee consisting of,

- Three Employer Representatives, of which;
 - Two will be Members of the Court of Common Council (who may not be Members of the Investment Committee, Financial Investment Board or Establishment Committee);
 - One will be an Officer of the Corporation, nominated by the Town Clerk and Chief Executive; and
- Three Member Representatives, selected by an appointment method determined by the Town Clerk and Chief Executive.

In addition, the Board has the power to appoint one co-opted member (with no voting rights) as an independent advisor to the Board, should the Board require further technical guidance.

2. **Quorum**

The quorum consists of any three Members, including one Employer Representative and one Member Representative.

3. **Membership 2021/22**

Three Employer Representatives

- 3 (3) Mark Raymond Peter Henry Delano Wheatley
Jon Averbs, Port Health and Public Protection Director

Three Member Representatives

Yvette Dunne (*appointed for a four-year term expiring April 2021*)
Martin Newnham (*appointment for a four-year term expiring April 2022*)
Christina McLellan (*appointed for a four-year term expiring April 2024*)

together with the co-opted Member referred to in paragraph 1 above, if required and one Member to be appointed this day.

Each Board Member should endeavour to attend all Board meetings during the year. In the event of consistent non-attendance by any Board member, then the tenure of that membership should be reviewed by the other Board members in liaison with the Scheme Manager.

Board Members must be satisfied that they:

- are conversant with the legislation and associated guidance of the Local Government Pension Scheme (LGPS);
- are conversant with documents recording policy about the administration of the LGPS by the City of London Corporation;
- Have knowledge and understanding of the law relating to pensions and any other matters which are prescribed in regulations, including undertaking appropriate training to develop this knowledge;
- conduct themselves in line with the seven principles of public life;
- do not have any conflict of interest with their role on the Pensions Board.

4. **Terms of Reference**

In line with the requirements of the Public Services Pensions Act 2013 for the management of the City of London Corporation's Pension Scheme, to be responsible for:

(a) assisting the Scheme Manager (the City of London Corporation) in the following matters:

- Securing compliance with the scheme regulations and other legislation relating to the governance and administration of the scheme and any statutory pension scheme that it is connected to;
- Securing compliance with requirements imposed in relation to the scheme and any connected scheme by the Pensions Regulator; and
- Other such matters as the scheme regulations may specify.

(b) securing the effective and efficient governance and administration of the LGPS for the City of London Pension Fund

The Pension Board will ensure it effectively and efficiently complies with the code of practice on the governance and administration of public service pension schemes issued by the Pension Regulator.

The Pension Board will also help ensure that the City of London Corporation Pension Fund is managed and administered effectively and efficiently and complies with the code of practice on the governance and administration of public service pension schemes issued by the Pension Regulator.

The Pension Board shall meet at least three times per year.

5. **Chairmanship**

Any Member of the Board will be eligible to be Chairman. However, to allow reporting to the Court of Common Council, either the Chairman or Deputy Chairman must be a Member of the Court of Common Council.

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Members' Supporting Statements

To be considered in conjunction with Items 6 (a), (f), (g), (l), (p), (q) and (x)

Candidates were invited to provide information in support of their application to join the various bodies and the following were received:-

Where appropriate:

** Denotes a Member standing for re-appointment by the Court of Common Council.*

^ Denotes a Member who currently serves on the Committee in either an ex-officio capacity or as a representative of another Committee with appointment rights.

† denotes a Member whose primary residence is in the City.

Item 6 (a) - FIVE Members on the Policy and Resources Committee

^Randall Anderson

I have been an ex-officio member of the Committee for the past three years as Chairman of Community and Children's Services. I now seek your support to be elected to the committee. As a representative of a largely residential ward I've focused on service to residents of the City, but I have also been fully engaged on broader City issues. I believe my experience on health and social care issues would continue to be very helpful to the committee. Finally, I hope you'll agree with me that it's important to have reasonable representation of City residents on this important committee.

***Deputy Keith Bottomley**

I'm standing for a second term on Policy, having served 4 years.

I have held senior roles in financial services with wide experience in policy development.

As we come out of the pandemic there is much to do. The impact of the decisions that we now take, and the leadership that we give, will be felt for many years to come.

I've played a full role in the business of the committee and, as Vice Chair, have taken the policy lead on climate action.

I'm keen to continue to contribute and hope that you will feel able to support me.

Simon Duckworth

Working in Investment, Tech and Policing, I'm focused on critical issues for our City. I've wide experience of our work having worked with many of our partners across Government, enhanced by my mobilisation last year for the National response to CV19 with colleagues from the Cabinet Office, DHSC and MHCLG.

I've helped lead many areas of Corporation activity, and work with London Councils and the Green Finance Institute.

A former Vice Chairman, I'm committed to the Committee's wide ranging work, helping develop strategy and listening to the diverse views expressed by colleagues, all of which help shape our City's future.

Caroline Haines

Now Chair of Education Board, Tomlinson Working Party and London Careers Festival - as well as Chair of Governors at one of our Academies and Deputy Chair of Open Spaces - I feel it's appropriate for me to stand for a P&R vacancy.

Many years of experience as a senior lead in the education sector necessitated engagement in setting and fulfilling short and long term strategic goals, an understanding of the impact of policy as it filters through every level of operation and resource allocation across a wide range of vital providers - all skills I can now offer this committee.

***Sheriff Christopher Hayward**

In seeking your support for a second term on the Policy and Resources Committee, I do so as its Deputy Chairman, a role the Chair asked me to step-up to as part of her leadership team responding to the pandemic.

In helping to steer the Corporation through these unprecedented times, I was also the seconder of the motion to Court setting up the £50M Business Recovery Fund

I hope that my forty years of experience as an elected member in four local authorities has enabled me to make a real impact on the Committee, in a calm, measured, responsible way.

***Sir Michael Snyder**

In seeking re-election, I hope to offer my experience as a former chairman of both the Policy & Resources and Finance Committees as well as that of the senior partner of a significant professional services firm and as senior independent director, and former chairman, of a well-known bank. I remain totally committed to the success of the City of London and to supporting the work of the Corporation as its representative voice as well as the services we provide to our residents, City workers, the people of London and the nation.

James Tumbridge

I would welcome member support to contribute to this important committee. I have 12 years of experience as a member and always engage actively in our committee work. I offer a viewpoint from experience of direct work with various local authorities and central Government. I want to support the City in responding to the post pandemic challenges, and hope you will vote for me.

***Deputy Philip Woodhouse**

Independent and not subject to another's authority but with a passion to see our City return to the powerhouse it was pre-covid.

“Because half a dozen grasshoppers make the field ring with their importunate chink, whilst thousands of great cattle...chew the cud and are silent, pray do not imagine that those who make the noise are the only inhabitants of the field” Edmund Burke 1790.

Not afraid to have a contra opinion; always prepared to listen and explore options...that benefit our City.

Keen to restore trust, I hope I can be a voice for all our members...

Item 6(f) - THREE Members on the Audit and Risk Management Committee

Rehana Ameer

As an international business consultant last 25 years I have advised corporates in identifying, profiling, mitigating, and managing internal and external risks. As a member of the Finance committee, I have reviewed and supported the recommendations on the annual statement of accounts. I am confident that with these diverse experiences I will be able to act as the conscience of the organisation, especially during these transformational and challenging times to provide insight and strong constructive challenge as required on corporate risks arising from financial, resource constraints, new service and operational delivery models and ensuring agility to respond to emerging risks.

***Anne Fairweather**

I am re-standing for the Audit and Risk Committee as I believe my keen eye for reputational risks, honed over many years in my career, is a helpful lens for the Corporation. In addition to this my experience as a Chair of an Open Spaces Committee enables me to focus on times where we overlook service risks whilst being caught up in our processes. As a member of this committee I prioritise constructive challenge to ensure we get the most from our services.

Deputy Robert Merrett

I bring over 25 years of investment banking experience, including being a specialist in risk management. For the past four years, I was responsible for the Operational Risk capital and stress testing of the international entities of JPMorgan Chase, covering the risks of cyber-crime, fraud, system failures, natural disasters, pandemics, etc. All this experience is highly relevant for the City of London. I am also the current Master of the Worshipful Company of International Bankers and was previously the Chairman of the Finance Committee overseeing the audit of its accounts.

***John Petrie**

I am seeking a second term on the Audit and Risk Management Committee. I wish to continue contributing my knowledge and skills to the Committee's work and supporting its oversight and monitoring functions. We face many challenges and it is critical that we have robust controls in place to ensure value for money, the efficient use of limited resources and fairness for all our constituents as the economy reopens. I worked for twelve years at the Bank of England in compliance and regulation, risk management and data sharing. And I served on the Board of City of Westminster College as Governor, Vice-Chair and Chairman of Audit.

Item 6 (g) - THREE Members on the Police Authority Board

***Nicholas Bensted-Smith**

I offer myself for re-election. I have played an active role in contributing to its work, as well as 3 of the 4 sub-committees, namely the Economic Crime Committee, of which I'm a former Chair, the Professional Standards and Integrity sub and the Performance and Resource Management sub. I have also previously held the Safeguarding and Public Protection Special Interest Area entailing membership of the Vulnerability Steering Group, the 'Use of Force' Community Scrutiny Group and the Independent Custody Visitor Panel. I believe this shows my commitment and I sincerely wish to continue in these roles, for which I request your support.

***Deputy Keith Bottomley**

I am seeking a second term on your Police Authority Board.

During my first term I have participated fully in the business of the Board and its sub committees, serving on the Economic Crime Committee and Performance Committee.

For the past 2 years I have also acted as lead member for Safeguarding and Public Protection steering strategy and representing important associated issues to the Board.

A highly specialist force, dealing as it does with localised policing and national responsibilities, makes strong support from its oversight Board essential. In seeking re-election to the Board, I pledge continued full commitment.

Simon Duckworth

I've led Reviews of Asset Management and Counter-Terrorism for the City, and chaired our Economic Crime Board. Involved at a national level since 2006, I served on Police Reform and Strategic Policing Committees, the Olympic Security Board, and chaired the National Olympics Security Oversight Group.

Having helped design the NCA, I served on the Economic Crime Co-Ordination Board and was senior Non-Exec Director of the SFO. I was asked to establish the APCC on behalf of Government, and with national policing structures constantly under review, I'm well placed to help support the City's Policing responsibility and preserve its unique role.

#Helen Fentimen

In putting myself forward I bring expertise and significant experience in;

- Strategy and policy development (national and local),
- Substantial resource management (people and finance),
- Performance oversight and scrutiny.

For the last 8 months I've been an effective member of PAB Performance and Resource sub, attending all meetings. As a regular observer of PAB, I've demonstrated interest, commitment and understanding of its important remit.

With your support I can make a valuable contribution to the continuing progress in delivery of the City Police Plan, ensuring first class policing in CoL and across the UK in its lead areas.

†Jeremy Mayhew

The Police Authority undertakes one of the City Corporation's most critical responsibilities. I would bring a relatively unusual combination of experience of:

- Governance roles for two Police Forces – as a non-executive on the Mayor of London's Office for Policing and Crime and a Member of the British Transport Police Authority;
- The CoLP's finances and funding – over the past 4 years, as Chairman of Finance, probably no subject has occupied more of my time!
- A City resident, for over 25 years, enormously appreciating the relative safety and security of the City, relative to almost all inner city areas in the world.

†Graham Packham

A resident member with a private sector IT background and a particular interest in Cybercrime, currently serving on the Police Authority Board's Performance and Resources Committee. The rapid growth of cyber-enabled fraud and economic crime is causing untold misery and hardship, often to vulnerable victims, and given its ubiquity is best addressed through a focus on effective prevention.

I've served on numerous City committees including Licensing, Planning (currently Deputy Chair, Streets & Walkways) and as Chair of Culture Heritage & Libraries. I have the time and commitment to support the Board and the Force in its important work and seek your support.

James Tumbridge

I have enjoyed serving on the sub-committees of the police authority board. I am myself a Police Tribunal Chairman, and as an Executive Member of the National Association of Chairs I have been working with the Home Office and other Police entities on improving the standards and operation of the police. Additionally I am an expert in intellectual property for which our force is the lead nationally. I would ask members to give me a chance to join the main board to further support the work of our unique force.

Item 6 (I) - TWO Members on the Open Spaces & City Gardens and West Ham Park Committees

Andrew McMurtrie

The enormous value of Open Spaces has been brought home to us by the pandemic. As someone who loves the outdoors, I would be privileged to help contribute towards the City's care for its Open Spaces and Gardens. Over the last 25 years I have been involved in a number of churchyard projects, where the church has partnered with the City, and have seen how well this partnership has worked. This was recently as Chair of our Benefices subcommittee and previously as Churchwarden of St Olave Hart Street.

***Deputy Barbara Newman**

There are proposals in the Lisvane Report for changes in the committee structure governing our open spaces which will need much consideration and discussion in the weeks ahead. I have visited and walked in all the areas over many years and have a familiarity with them which could be useful and which I would like to contribute.

At West Ham Park the Committee is looking at a future use for the Nursery Site, presently unused and decisions so far have highlighted some dissent among Committee members. I would like to support our Chairman in resolving this.

***Deputy John Tomlinson**

If appointed to my second term I would bring:

Passionate commitment to the task, totally supporting the Chair and the Officers. Informed by living in the City over 30 years and in particular caring for my wife since Covid in March 2020.

Skills and expertise gained at top level in: business management, as Chairman of Port Health and the Barbican Board and, membership of Policy Committee and its RASC.

An innovative and creative response to today's enhanced challenges:

- Climate Change
- Diversity
- Recovery

Item 6 (p) - FOUR Members on the Barbican Centre Board

^Tijs Broeke

Last year I joined the Board in challenging times during the pandemic and fully immersed myself into its work – with 100% attendance rate. With your support, I'd like to continue this commitment. I bring passion, energy, my professional marketing/communications background currently in the tech sector (both highlighted in the skills requirements), and work on Culture Mile Working Party. Culture helps the City be competitive - more important than ever after Covid-19. The Barbican's reopening in a new context, the Board will need to respond dynamically to these challenges: shaping our Barbican Renewal project, enhancing digital outreach and connections with young Londoners.

***Alderman David Graves**

Please support my bid to continue to support the Barbican Centre's growth and development over the next three crucial years. I joined the Board for 3 years from 2012-15, ex-officio, as Chairman of the GSMD Board, rejoining in 2018, with the Court's support after nine years on the GSMD Board. The next three years combine refocussing the Centre's "brand" for the post-covid world with remodelling the physical space to maximise opportunities for engagement in conjunction with the Culture Mile initiative. A sound grip on finances alongside imaginative creative possibilities is an exciting prospect which I wish to contribute to.

***Wendy Mead**

I am proud to be a Patron of the City's amazing Barbican Centre having served on the Board for two terms. I would appreciate the Court's support for a final term. I'm a keen supporter of the arts: a Friend of Covent Garden and English National Opera for many years, a regular theatre goer and a long serving Board member on the now defunct City of London Festival. If re-elected, I would continue to chair the Barbican Centre/Residents Committee where I've achieved some positivity.

Deputy Henry Pollard

I have long recognised and valued the exceptional cultural contribution that the Barbican centre makes to London and the nation. Having unsuccessfully stood before, I would like to be elected to this committee so I can contribute to its future, especially as we ease out of lockdown. The centre is excellent, educational and challenging in so many ways and with the development of the cultural hub and the importance of outreach to the surrounding communities it will remain and become a greater asset for us all and my lifelong marketing and communication skills would benefit the centre.

***Deputy Tom Sleigh**

I seek a final term on the Board to continue as Chair, and work with Members on an ambitious programme of change in 2021 and beyond.

Thanks to the support from the City of London, the Barbican is well placed to help drive the Capital's cultural and economic recovery. The Board will need to oversee the Centre's re-opening post-pandemic, bedding-in a new business model, an ambitious renewal programme for the buildings, and implementing new governance structures.

I am keen to continue this work with colleagues on the Board and hope Court sees fit to re-appoint me.

Item 6 (g) - EIGHT Members on the Bridge House Estates Board

Henry Colthurst

The long awaited changes to the position of Bridge House Estates provide the opportunity for it to clarify and establish its own governance structures for the future. I have long been a keen exponent of good governance and the way in which it should ensure proper accountability, greater efficiency and better decision making. If elected I would much like to be given the opportunity to use some of that experience and interest for the benefit of the new BHE board as it determines how it should organise its affairs in the future.

Simon Duckworth

With a background in Investment Governance (financial instruments and property), I'm very interested in helping establish this new Committee.

Having served on CBT I'm aware of how fundamental BHE strategy is to the City's ability to provide a major funding stream to benefit London and Londoners. As a Charitable Investment Trust Chairman, I understand the importance of good governance, and can see how a BHE Committee will benefit from this enhanced and broader remit.

I'm committed to a balance of responsibilities; helping to safeguard and develop BHE assets, maintain appropriate reserves but maximise our ability to support charitable activity.

Deputy Jamie Ingham Clark

The formation of this new board is a key moment in the History of Bridge House Estates. In the person specification 9 attributes are listed and I believe I can fulfil a good majority of them, but specifically those relating to investments, accountancy and charity law and governance. I have served on CBT for the past 3 years and have been given the opportunity to advise on a number of aspects of how the new board should operate. I offer myself for election to the board to put these into operation and lend my skills to the board.

Paul Martinelli

An experienced trustee, board-member and treasurer with 30 years as a CEO, I have an extensive background across the key City committees, Finance, Audit and City Bridge Trust that are pivotal to this new Committee at such an exciting time for the Charity.

With commercial experience in Project management, Apprenticeships, and best practice accounting along with a strong understanding of the latest Charity Commission policies relevant to our grantees, recipients and co-funders, I deliver the full range of skill-set requirements for the Board.

I will provide insight and guidance as we lead the Charity into this new chapter.

Jeremy Mayhew

The new BHE Board is a very welcome and necessary development, helping to ensure that the management and control of the charity is conducted solely in the interests of the charity.

As a City Bridge Trust Committee Member for 10 years, a former CBT Chairman, and a (soon-to-be) former Chairman of Finance, I hope and believe that I have the necessary skills, experience, and (if necessary) clout to deliver this proper separation—whilst, also, ensuring (whenever possible) that the charity and the rest of the City Corporation work in a complementary fashion, delivering great public value for London and Londoners.

Dhruv Patel

I have grant-making experience as City Bridge Trust Chairman for the last 2 years, together with investment experience, serving on Investment Committee and PIB since joining the Court. I support the argument that, while the BHE Board should be involved in setting investment strategy, implementation should be delegated to where skills are most prevalent. I'm a chartered building engineer which might be useful concerning BHE Board responsibility for the bridges. I'd like to contribute to the process of settling and embedding the work of this new and vital board to meet best practice within our governance framework and regulatory standards.

Judith Pleasance

I've worked professionally for charities for 30 years. I understand good practice and the need to monitor, evaluate and measure outcomes. I'm also a Trustee to the new Insurance Museum in the City.

I am proud to have served on the pioneering and collaborative CBT. Over the last year it has been remarkable in adapting to ever-changing needs, coordinating the London Community Response Fund, recognising the stark socio-economic consequences of Covid-19 and working with organisations to bridge inequality.

I would add value to the BHE Board, supporting it as it makes an agile, innovative and effective impact to society.

Deputy Henry Pollard

Charity and philanthropy are key in helping our communities. I'm involved with other charities and grant making bodies with a common goal of reducing marginalisation, increasing inclusivity and helping as many people as possible.

I have sat on the Finance Grants Committee and Social Investment Board and as a Trustee with oversight managing the trust's money and believe I can add value to the City's charity for the greater good of London.

As we navigate out of the pandemic, our communities will be in greater need than ever before and I believe with my experience I can make a positive impact.

Deputy Giles Shilson

Having been elected Deputy Chair of City Bridge Trust last year, I have been increasingly involved in its work and in the creation of the BHE Board, and I therefore believe I am well placed to serve as a valuable member of the new team. I want to serve because I am passionate about helping communities to thrive, reducing inequality and making London stronger. I am an experienced charity trustee and conform entirely to items 1–5 of the person specification for this role. I also bring significant experience in parts b), e), f), g) and i) of item 6.

Jeremy Simons

I have the relevant skills to serve on the Bridge House Estates Board. I have been an active charity trustee for nearly twenty years, with a portfolio of eight/nine charities, from small local to national organisations. These include several for the relief of need, and charities in support of education and learning, the environment and archaeology. For a medium-sized charity, operating in the City and South Camden, I (and one other) sign-off grants on a day-to-day basis. I am familiar with the responsibilities of being a charity trustee and the regulatory requirements of the sector.

Item 6 (x) - ONE Member on the Community & Children's Services Committee

***Munsur Ali**

A lifelong Portsoken resident, it's imperative I'm able to serve residents here and City-wide understanding their day-to-day and practical needs in a fast-paced and densely populated working population. As a committee member I've highlighted several issues,

from economic inequality leading to physical and mental health issues, to creative outputs in reaching out to diverse community members whose first language may not be English. My multi-lingual strong community background with daily resident contact allows me to keep the committee up-to-date while offering practical solutions that benefit the wider City community and help us deliver better services in a demanding, rapidly-changing, environment.

***Mary Durcan**

I have been a member of C&CS and its Housing Management subcommittee for four years. I am very much looking forward to continuing the transformation of our housing stock and providing housing of which we can be proud. One of the main issues in London is the lack of affordable housing with most housing beyond the reach of most people. I want us to widen our horizons and provide a variety of housing for both families and single people across London. It would be a privilege to be re-appointed and to continue and expand this exciting work.

***Alderman David Graves**

I have 10 years' continuous experience of this Committee, of particular relevance to my Ward, with a 2021-22 Ward List exceeding 1700 City residents. My commitment and value is shown by helpful and effective contributions in Committee alongside constructive challenge aimed at promoting improved outcomes. In addition, I am happy to work directly with Officers and the Chairman outside the formal Committee context. I have served on the Housing Management Sub-Committee since it was created a few years ago and last year joined the Safeguarding Sub-Committee. I hope my bid to remain on this key Committee will be supported.

Jeremy Simons

I believe I have the necessary skills and experience to make a useful contribution to the Committee's work. I have been a member of the Health & Wellbeing Board for seven years. I have extensive experience in the charity sector. I have served on Governing Bodies of City Schools at all levels: The Guildhall School, Freeman's School, City of London Academy Southwark and Redriff Primary. As a City resident I am conscious of the needs of local people and have taken a keen interest in issues surrounding rough sleeping. I have strongly supported the excellent work of the City's Libraries.

Report – Policy and Resources Committee

Audio-visual Participation in Formal Meetings

To be presented on Thursday, 15th April 2021

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

SUMMARY

1. The introduction of virtual meetings was first considered by the Policy and Resources Committee in November 2018. It followed requests from a number of Members who felt that it would improve participation in the democratic process by Members and be a more efficient use of Officer time. At that time the Committee agreed to pilot virtual meetings with the Board of Governors of the City of London Freeman's School.
2. Last year's outbreak of COVID-19 together with the restrictions on gatherings and travel which followed, brought the issue of virtual meetings to the forefront for all public bodies. It resulted in a rapid move to virtual meetings in the UK with Government introducing temporary, emergency, measures (the *Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*) enabling formal decision-making meetings to be undertaken virtually until 6th May 2021.
3. Virtual meetings have introduced more flexibility, helped to facilitate greater public scrutiny, aided Members and officers in conducting business more efficiently and are now operating with a high degree of success nationally. Notwithstanding this, the Ministry of Housing, Communities and Local Government (MHCLG) have confirmed that it will not be extending measures beyond 6th May 2021 to enable local authority meetings to continue virtually or indeed enable the City Corporation to move towards a hybrid format as was envisaged.
4. Part 5A of the Local Government Act 1972 covers public access to meetings, agendas and reports, the inspection of minutes and background papers, etc. and applies to the Common Council in its capacity as a local authority and police authority. Without the modifications introduced by the 2020 Regulations the legislation prohibits formal meetings taking place virtually. This means that in order to participate in discussions and vote on decisions or recommendations, Members must be present physically at the meeting at which the matter is considered. The legislative framework does not apply to informal meetings such as call-overs and working parties.
5. The Court of Common Council has in the past voluntarily chosen to apply Part 5A to all its formal meetings including those with non-local authority and non-police authority functions. The need for public access to meetings in accordance with Part 5A is referred to in Standing Orders No. 4 and 32 but the Standing Orders also give the Court and its Committees scope to disapply those provisions in respect of non-local authority and non-police authority functions. A schedule setting out the status of the committees in

terms of the functions they cover is attached as an appendix to this report for your information.

6. Notwithstanding the fact that committees can, if they so choose, change the way the legislation is applied, the Committee is of view that rather than leaving this to individual committees and addressing the issue in a piece-meal manner, any change is best dealt with holistically, with a corporate, policy, decision being taken and applied across the board.

Recommendations

7. Members are asked to note the content of this report and:-
 - i. determine whether Members should continue to have the flexibility to participate in Court and committee meetings remotely, when exercising non-local authority and non-police authority functions.
 - ii. For non-local authority committees, agree to Part 5A of the Local Government Act being retained to enable public to continue to have access to meetings and public papers and, in order to retain the ability to meet virtually or in hybrid format, the City Corporation continues to apply Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 as if they continue to be in force after 6th May 2020 .
 - iii. authorise a change to the wording on the title page of non-public committee reports which relate to the Common Council's non-local authority and non-police authority functions to make it clear that Part 5A of the Local Government Act 1972 is being voluntarily applied.
 - iv. For the time being, while certain restrictions are still in place, agree to formal local and police authority business being dealt with via a "Covid" ratification process, i.e. by holding an informal virtual meeting in the first instance to ascertain the general view of a committee or sub-committee, with the public being given access to the informal meeting to maintain transparency via live streaming and recording. A formal decision, which accurately reflects the mood of the informal meeting, can then be taken by the Town Clerk, who is hereby given delegated authority to formally approve such decisions pursuant to s.101(1) of the Local Government Act 1972.
 - v. Committees be given the option of bringing forward the process for the election of Chairs and Deputy Chairs so that the elections take place before 6th May. This could be done via a special, one item meeting if necessary, using the current balloting arrangements. This way the elections will not require ratification under the Covid decision making process.
 - vi. all Members (elected or otherwise) who need to return to Guildhall for face-to-face meetings should be encouraged to undertake regular lateral (rapid) flow tests prior to coming into Guildhall in the same way staff, who have to attend the workplace to perform duties that they cannot do at home, are being encouraged to do;

- vii. Any decision take by the Court this day be communicated to external co-optees and other non-CoCo Committee Members; and
- viii. the Town Clerk being authorised to make such amendments to Standing Orders and related corporate governance documentation as is required to give effect to the above decisions.

Main Report

Background

- 8. The Local Government Act framework prohibits formal virtual meetings. In order to participate in discussions and vote on decisions or recommendations, a Member must physically be present at the meeting at which the matter is considered. This does not prohibit Members participating in informal meetings such as consultative committees, call-overs and working parties remotely. Part 5A of the 1972 Act (inserted by the Local Government (Access to Information) Act 1985) covers public access to meetings, agendas and reports, the inspection of minutes and background papers, etc. and applies to the Common Council in its capacity as a local authority and police authority. In 1986 the Court voluntarily agreed to apply Part 5A to all its formal meetings regardless of whether the functions were financed via City Fund (ratepayers' money), City's Cash or Bridge House Estates.
- 9. The introduction of virtual meetings in relation to the Common Council's non-local authority and non-police authority functions was first contemplated by the Policy and Resources Committee in November 2018. It was considered a sensible means of facilitating greater participation in meetings and at that time the Committee agreed to pilot virtual meetings with the Board of Governors of the City of London Freeman's School. The School Board was attracting limited interest from Members wishing to serve on it and the feeling was that this was largely due to the difficulties associated with Members needing to juggle work commitments with travel to and from Ashted in Surrey to attend meetings. Other Members not associated with the Board were also calling for remote access to meetings to be considered with a degree of permanency to better assist participation and the work commitments of Members and Officers and allow for some modernisation of the Corporation's practices. They have continued to voice this view since that time.
- 10. Last year's outbreak of COVID-19 together with the restrictions on gatherings and travel which followed, brought the issue to the forefront for all public bodies. It resulted in a rapid move to virtual meetings in the UK with Government introducing temporary, emergency, measures (the *Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*) ("*the Flexibility of Meetings Regulations*") enabling formal decision-making meetings to be undertaken virtually until 7th May 2021.
- 11. With the advent of improved technology and new ways of working, virtual meetings have been operating well since that time. They have introduced more flexibility, helped to facilitate greater public scrutiny, aided Members and officers in conducting business more efficiently and are now operating with a high degree of success nationally. The City Corporation's committee rooms have been upgraded and can now support this new way of working. A project is also underway to upgrade the AV system and equipment used

in Guildhall's event spaces in order to better support the delivery of both the City Corporation's and commercial events in future.

12. Notwithstanding this, the Ministry of Housing, Communities and Local Government (MHCLG) have confirmed that it will not be extending measures to enable local authority meetings to continue virtually or indeed enable us to move towards a hybrid format as had been hoped. MHCLG had previously advised that extending the facility for councils to continue to meet remotely, or in hybrid form, would require primary legislation. In confirming its view more recently, the Department have also commented that with the successful rollout of the vaccine and the reduction in cases of Covid-19, risks to Members meeting in person will reduce significantly. It cited the ability of public bodies to utilise existing powers to delegate decision-making to key individuals as another reason and whilst the Flexibility of Meetings Regulations end on 6th May, the MHCLG have suggested that local authorities could also consider not resuming physical meetings until after 17th May by which time it is envisaged that a much greater range of indoor activity will be taking place in line with the Government's Roadmap. A copy of the Minister for Regional Growth and Local Government's letter is attached as an appendix.
13. Nevertheless, the Minister is encouraging Councils to share their experiences, via a call for evidence, about how remote meetings have taken place during the pandemic. Its purpose is to inform any potential legislation regarding their use beyond the coronavirus outbreak and will close on 17th June 2021. It is important that the City Corporation responds to this accordingly.
14. The Local Government Association and several pan-London agencies all made representations to MHCLG prior to its decision including by the Chair of this Committee, through London Councils. These agencies have continued to raise concerns following the most recent outcome. The Chair of Policy and Resources Committee has also written to the Secretary of State urging a resolution to be found that allows hybrid local authority meetings to continue. In addition, the Association of Democratic Services Officers (ADSO) with the help of Lawyers in Local Government (LLG) is seeking a declaratory judgment in the High Court that the Act does in fact allow remote cabinet and committee meetings to take place (contrary to the generally accepted position). This is scheduled to be considered on 21 April 2021.
15. In the meantime, like us, local authorities are now considering their options for enabling safe, physical, attendance at meetings including looking at the use of larger premises and any associated cost.
16. The requirement for people to socially distance is still in place and is likely to remain so for some time, making it difficult to accommodate some of the City Corporation's larger committees without the use of larger event space and incurring significant cost. For example, there are 32 Members on the Policy and Resources Committee and its usual meeting place, Committee Rooms 3 and 4, can only accommodate a maximum of 18 people in a safe, socially distanced (2 metres), manner. This excludes access to a public gallery. Moving the meeting to alternative event space such as Great Hall will come with a cost (approximately £6,848.50 ex. VAT for the first meeting and £5,400 for subsequent meetings) given the benefits of livestreaming and/or record meetings particularly in terms of maintaining greater transparency. If physical meetings are to resume before 17th May, a total of 6 meetings would potentially have to be held in Great Hall due to the size of membership and limited capacity in the committee rooms. They would need to be

supported by an external contractor at a cost of approximately £33, 848.50. That said, streaming is not legally required if provision is made for the public to attend physically. However, doing so would require space, further limit the number of Members who can attend meetings in a committee and could be challenging logistically.

17. The decision to apply Part 5A of the Local Government Act 1972 to all the Common Council's functions was well-meaning and was based on the Court's desire to increase transparency and consistency across all of its activities. However, given the success of virtual meetings and the fact that the expiry of the 2020 Regulations will again require Members to be physically present in order to make decisions on local authority and police authority matters, your Committee feels the time is now right for the City Corporation to move away from a "one size fits all" approach.
18. The Committee is firmly of the view that Members should continue to have the flexibility to participate in committee meetings remotely when exercising non-local authority and non-police authority functions. A schedule of the status of the Common Council's committees in terms of the functions they cover, is attached as an appendix to this report for your information.
19. The need for public access to meetings is dealt with in Standing Orders No. 4 and 32. The Standing Orders also give the Court and its Committees scope to disapply the provisions of Part 5A of the Act in respect of their non-local authority and non-police authority functions. However, the Policy Committee is of the view that any disapplication is best dealt with holistically with a corporate, policy, decision being taken and applied across the board, rather than leaving this to individual committees and addressing the issue in a piecemeal manner.
20. When considering local and police authority matters, the Comptroller and City Solicitor has advised that the statutory framework surrounding local authority meetings (in the absence of the 2020 Regulations) require the public to have physical access to the public part of the meeting. Authorities would however be able to make reasonable provision in the current circumstances by, for example, continuing to offer a live streaming service to those members of the public who could not be accommodated physically. It has always been the case that public access can be limited by the facilities reasonably available as long as the authority acts in good faith (it is likely to be bad faith to deliberately organise a meeting in a small room to limit public access). Reasonable available capacity having regard to health and safety requirements is therefore a legitimate limiting factor.

Options for Holding Physical Meetings Safely

21. The City Corporation has a duty of care with regard to the use of its premises. It is required to conduct appropriate risk assessments and to follow Public Health England, Health and Safety Executive and Government guidance to ensure that business is conducted safely. The requirement for social distancing (two metres, or one metre with risk mitigation (where two metres is not viable) is still be in place and for the time being capacity in the committee rooms has been reduced to adhere to the 2m principle. This means that Committee Room 1 now accommodates no more than 8 people, Committee Room 2 no more than 10 and Committee Rooms 3 and 4 combined, now has a maximum of 18 people. In addition, safe movement around the building also needs to be factored in.

22. Accommodating some of the City Corporation's larger committees without the use of larger event space will be challenging and carries a significant cost. The reduced capacity in committee rooms is also likely to have an impact on the management of the current calendar of meetings. For example, on 26th May, there are four meetings scheduled to take place – Property Investment Board (8.30am start), Social investment Board (9am start), Resource Allocation Sub-Committee (10am start) and Markets Committee (11.30am start). Due to the size of the membership of the Markets Committee (33), this meeting could not be accommodated in the committee rooms unless 16 members were excluded from attending in person. The other committees could be accommodated in the committee rooms - with all Members able to attend physically. Notwithstanding this, there is uncertainty regarding the amount of time required between meetings to allow for rooms to be appropriately cleaned before re-use. Overall footfall through the 2nd and 3rd floors of West Wing are also a consideration when and where meetings can be held, noting the guiding principle that the meeting area must be Covid-safe.
23. Accommodating a full Court of Common Council meeting will also be challenging. Committee and Members Services have been advised that Great Hall can accommodate approximately 63 Members only with the 2m social distancing safety measure in place. This increases to approximately 106 Members if 1m distancing is deployed with further risk mitigation measures, i.e. those present in the room being required to wear a mask.
24. Officers are in the process of working through the impact and the complex logistics of holding committee meetings as well as the limitations associated with Court meetings. For example, consideration is being given to the use of alternative, City Corporation, venues which might be able to accommodate a full Court, cleaning the committee rooms in between meetings and, in the case of the Court, cleaning microphones after use and managing a division should one be required if Great Hall is used. In the meantime, it is proposed that, apart from the Clerk, all officers should continue to attend meetings remotely. This will assist with management of physical numbers within a confined space. It also represents a more efficient use of officer time.
25. Your Committee has therefore given detailed consideration to the management of meetings within these constraints. It has concluded that:-
- Members should continue to have the flexibility to participate in Court and committee meetings remotely, when exercising non-local authority and non-police authority functions
 - For non-local authority committees Part 5A of the Local Government Act should be retained (given the importance of public access to meetings and public papers) and that the City Corporation should continue to apply the 2020 regulations as if they exist and, in so doing, retain the ability to meet virtually or indeed in hybrid format for non-local authority and non-police authority meetings.
 - In terms of the City Corporation's local authority and police authority functions, while certain restrictions are still in place, formal committee business should be dealt with via a "Covid" ratification process i.e. holding an informal virtual meeting in the first instance to ascertain the general view of a committee or sub-committee (with the public being given access to the informal meeting to maintain transparency via live streaming and recording) with a formal decision, which accurately reflecting the mood of the informal meeting, then be ratified.

- Committees be given the option of bringing forward the process for the election of Chairs and Deputy Chairs so that the elections take place before 6th May. This could be done via a special, one item meeting if necessary, using the current balloting arrangements. This way the elections will not require ratification under the Covid ratification process. It should be noted that under Standing Order No. 29 (1) (e) Chairs/Chairmen, are able to convene additional meetings, in consultation with their Deputy Chairs/Chairmen.
- To assist with the logistics and management of meetings a straw poll of Members should be undertaken to establish the number of Members who wish to attend meetings physically. Given the cost associated with moving larger committees to other event spaces, this will assist in informing Chairmen how to proceed as well as the arrangements for accommodating physical attendance.
- In order to minimise the risk of asymptomatic people transmitting the COVID virus all Members (elected or otherwise) who need to return to Guildhall for face-to-face meetings should be encouraged to undertake a lateral (rapid) flow test period to attending the workplace in the same way staff who have to attend the workplace to perform duties they cannot do at home are encouraged do. Rapid tests are available at local testing sights as well as in the City. Everyone is now entitled two tests each week and kits can be ordered and undertaken at home.
- Any decision take by the Court on this matter should be communicated to external co-optees and other non-CoCo Committee Members.

Legal and Constitutional Implications

26. For local authorities, the conduct of meetings is governed primarily by the Local Government Act 1972. Not all these provisions apply to the City Corporation in its capacity as a local authority or police authority. However, those provisions that do apply, inserted by legislation passed in 1985, do not as drafted allow Members attending via video link to count towards the quorum, participate in discussion, or take part in voting on the business at a meeting. The advice from leading counsel in the past has been that it would probably be permissible for Members and officers to make some contribution to local authority or police authority meetings via video link where a quorate meeting is taking place in one physical location, but this would be limited to, for example, assisting with a factual matter, or dealing with a point of information. This has always been the generally accepted position, within Government and Local Government, hence the need for the Flexibility of Meetings Regulations in the first place. However, as noted in paragraph 14 this position is now being challenged and officers will monitor the position.
27. Subject to this, any change to this position after the expiry of the Flexibility of Meetings Regulations therefore requires an amendment to legislation. The view of Government, pre-pandemic, was that only joint committees, combined authorities meetings and some rural authority meetings were suitable to be held via video conferencing for transparency purposes reasons and the potential distances people might need to travel to adhere to some of those arrangements. As will be seen above the Government has indicated that they do not intend to extend the Flexibility of Meetings Regulations and the position will therefore revert to the traditional position.

28. In terms of the City Corporation's educational activities, schools in the public sector are able to hold virtual meetings under legislation specifically directed at them, and independent schools may also do so depending on the terms of their individual governing instruments.
29. With regard to some of our other activities, such as Bridge House Estates, and other charities for which the City Corporation is trustee acting by the Court of Common Council, guidance from the Charity Commission states that charity trustees may choose to conduct some trustee meetings by electronic means, unless the governing document specifically prohibits it, and provided that the means used allows them to both see and hear each other. The guidance states that such meetings can be useful if an emergency decision needs to be made, if trustees live a long way from any central point or if electronic communication makes it easier for charity trustees with disabilities to participate.
30. The City of London is a common law corporation and the conduct of its non-local authority and non-police authority business is a matter for its own internal management. This includes the conduct of Court of Common Council and its committees. In the same way that the Court can voluntarily choose to adopt the framework under Part 5A of the Local Government Act 1972 for its non-local authority and non-police authority functions, it can continue to treat the currently amended provisions as though they apply. It could also choose to depart from this framework completely and develop some alternative arrangements. This has been confused by the existing Corporation practice of referring to the Local Government Act 1972 on the title page of all non-public committee reports when dealing with access to information rules, a practice traceable to a decision of the Common Council when the 1985 legislation was passed to record the access rules applicable to local authorities to all Common Council functions whether local authority or non-local authority in nature. This was a decision which the Court was entirely entitled to make, but the prompt for doing so was the Common Council's and not as a result of a statutory imposition.
31. This history is not apparent from the way committee papers are currently annotated. The existing practice infers that all Common Council functions are governed by the 1972 Act. The issue raised by virtual meetings points to the need to address the current practice to make clear that in relation to non-local authority functions, the rules on access are governed by the Corporation's policy decision and not imposed by the legislation applicable to local authorities.
32. Members are therefore asked to consider authorising a change to the wording on the title page of all non-public committee reports which relate to the Common Council's non-local authority and non-police authority functions to make it clear that Part VA of the Local Government Act 1972 is being voluntarily applied.

Corporate and Strategic Implications

33. The ability to virtually attend meetings or hold meetings in hybrid format supports outcomes 4, 5 and 9 of the Corporate Plan i.e. it will ensure that City Corporation remains digitally well-connected and responsive, it will also assist in ensuring that its communities being more tenacious and cohesive and that as a business we are trusted and socially and environmentally responsible. As an organisation with private, public and charitable and community sector responsibilities, and significant capabilities and commitments, it is important that we demonstrate this across all our activities. Disentangling the

organisations non-local authority and non-policy authority also supports the ethos of the City Corporation's responsible business strategy by creating positive impact on decision-makings. The change will enhance transparency and accountability and enable the City Corporation to support its communities becoming better connected.

Equality Impact Assessment

34. Under the Equality Act 2010, all public bodies have a duty to ensure that when exercising their functions due regard is given to the need to:-

- *eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the 2010 Act;*
- *advance equality of opportunity between people who share a protected characteristic and those who do not; and*
- *foster good relations between people who share a protected characteristic and those who do not;*

In advancing equality of opportunity public bodies also need to have due regard to the need:-

- *remove or minimise disadvantages suffered by people due to their protected characteristics;*
- *take steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people; and*
- *encourage people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low.*

(i)

35. An Equality Assessment has been undertaken to ensure that this will not adversely affect any particular group of people (i.e. age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sex orientation). Disapplying legislation which requires Members to be physically present in order to participate in the decision-making process will have a positive impact by widening transparency and the scope for elected Members and members of the public to participate in the democratic process remotely, particularly those with disabilities or health conditions which would potentially make coming into Guildhall difficult.

Conclusion

36. With the advent of improved technology and new ways of working, virtual meetings are operating well. They have introduced more flexibility, helped to facilitate greater public scrutiny, aided Members and officers in conducting business more efficiently and are now operating with a high degree of success nationally. The City Corporation's committee rooms have been upgraded and can now support this new way of working. A project is also underway to upgrade the AV system and equipment used in Guildhall's event spaces in order to better support the delivery of both the City Corporation's and commercial events in future. A resolution to continue voluntarily applying Part VA of the Local Government Act 1972 to the Common Council's non-local authority and non-police authority functions beyond 6th May 2021, as amended by the 2020 Regulations, will enable certain committees to continue with virtual/hybrid meetings on a permanent basis.

37. Whilst the Court, its Committees and Sub-Committees have the ability to do disapply the legislation, officers are of the view that rather than leaving this to individual committees and addressing the issue in a piece meal manner any disapplication is best dealt with holistically with a corporate, policy, decision being taken and applied across the board. Officers are also of the view that consideration should be given to changing the wording on all non-public reports with reference to the Local Government Act 1972, where it does not formally apply, as this can cause confusion.

Appendices: Schedule of the Status of Committees and Letter from the Minister for Regional Growth and Local Government, Luke Hall MP

All of which we submit to the judgement of this Honourable Court.

DATED this 8th day of April 2021.

SIGNED on behalf of the Committee.

Deputy Catherine McGuinness
Chair, Policy and Resources Committee

Local Authority Status of Committees/Boards

	Body	Local Authority (Yes/No/Part)
1	Audit and Risk Management Committee	Part
2	Barbican Centre Board	Yes
3	Barbican Residential Committee	Yes
4	Board of Governors of the City of London Freeman's School	No
5	Board of Governors of the City of London School	No
6	Board of Governors of the City of London School for Girls	No
7	Board of Governors of Guildhall School of Music and Drama	No
8	Capital Buildings Committee	Part
9	Community and Children's Services Committee	Yes
10	Culture, Heritage and Libraries Committee	Part
11	Education Board	Part
12	Epping Forest and Commons Committee	No
13	Establishment Committee	Part
14	Finance Committee	Part
15	Freedom Applications Committee	No
16	Gresham (City Side) Committee	No
17	Hampstead Heath, Highgate Wood and Queen's Park Committee	No
18	Health and Wellbeing Board	Yes
19	Investment Committee	Part
20	Licensing Committee	Yes
21	Livery Committee	No
22	Local Government Pensions Board	Yes
23	Markets Committee	Part
24	Open Spaces and City Gardens Committee	Part
25	Planning and Transportation Committee	Yes
26	Police Authority Board	Yes
27	Policy and Resources Committee	Part
28	Port Health and Environmental Services Committee	Part
29	Standards Appeals Committee	Part
30	West Ham Park Committee	No
31	Bridge House Estates Committee (NEW)	No
32	Innovation & Growth Advisory Board (NEW)	No
33	Health and Social Scrutiny Care	Yes
34	Fraud and Cyber Crime Reporting and Analysis Service Procurement Committee (NEW – time limited)	No

Local Authority Committees	9
Non-Local Authority Committees	13
Hybrid Committees	12

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Ministry of Housing,
Communities &
Local Government

Council Leaders
Principal Councils in England

Luke Hall MP

Minister of State for Regional Growth and Local Government

Ministry of Housing, Communities and Local Government

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London
SW1P 4DF

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25 March 2021

Dear Colleague,

LOCAL AUTHORITY MEETINGS

It is just over a year to the day since the Prime Minister asked us all to stay at home, and local authorities across England have risen magnificently to the challenges of this period. There has been a dramatic shift in your day-to-day operations, alongside new difficulties and demands, and I commend the efforts of all councillors and officers in supporting your communities and ensuring vital business continues during these unprecedented times.

As you will be aware, The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 do not apply to meetings on or after 7 May 2021.

Extending the regulations to meetings beyond May 7 would require primary legislation. The Government has considered the case for legislation very carefully, including the significant impact it would have on the Government's legislative programme which is already under severe pressure in these unprecedented times. We are also mindful of the excellent progress that has been made on our vaccination programme and the announcement of the Government's roadmap for lifting Covid-19 restrictions. Given this context, the Government has concluded that it is not possible to bring forward emergency legislation on this issue at this time.

As outlined in the Government's Spring 2021 Covid-19 Response, our aim is for everyone aged 50 and over and people with underlying health conditions to have been offered a first dose of the Covid-19 vaccine by 15 April, and a second dose by mid-July. While local authorities have been able to hold meetings in person at any time during the pandemic with appropriate measures in place, the successful rollout of the vaccine and the reduction in cases of Covid-19 should result in a significant reduction in risk for local authority members meeting in person from May 7, as reflected in the Government's plan to ease Covid-19 restrictions over the coming months.

I recognise there may be concerns about holding face-to-face meetings. Ultimately it is for local authorities to apply the Covid-19 guidance to ensure meetings take place safely, but we have updated our guidance on the safe use of council buildings to highlight ways in which you can, if necessary, minimise the risk of **Page 104** meetings, and we will work with

sector representative bodies to ensure that local authorities understand the guidance and are aware of the full range of options available to them.

You can find the updated guidance here: www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-council-buildings/covid-19-guidance-for-the-safe-use-of-council-buildings.

These options would include use of your existing powers to delegate decision making to key individuals such as the Head of Paid Service, as these could be used these to minimise the number of meetings you need to hold if deemed necessary. Additionally, some of you will be able to rely on single member decision making without the need for cabinet meetings if your constitution allows.

While I appreciate that a greater number of authorities will be subject to elections this year due to the postponement of the 2020 elections, those councils who are not subject to elections could also consider conducting their annual meetings prior to 7 May, and therefore do so remotely while the express provision in current regulations apply. As you will know, councils who are subject to elections are statutorily required to hold their annual meeting within 21 days of the elections. The Government's roadmap proposes that organised indoor meetings (e.g. performances, conferences) are permitted from 17 May, subject to Covid secure guidelines and capacity rules. On this basis, councils should consider the extent to which their annual meetings (and any other meetings) can operate on the same basis as other local institutions in their area, taking into account their individual circumstances and requirements.

If your council is concerned about holding physical meetings you may want to consider resuming these after 17 May, at which point it is anticipated that a much greater range of indoor activity can resume in line with the Roadmap, such as allowing up to 1,000 people to attend performances or sporting events in indoor venues, or up to half-capacity (whichever is lower).

Finally, while you do have a legal obligation to ensure that the members of the public can access most of your meetings, I would encourage you to continue to provide remote access to minimise the need for the public to attend meetings physically until at least 21 June, at which point it is anticipated that all restrictions on indoor gatherings will have been lifted in line with the Roadmap. However, it is for individual local authorities to satisfy themselves that they have met the requirements for public access.

I am grateful for the efforts that local authorities have made to allow remote meetings in their area and recognise that there has been a considerable investment of time, training and technology to enable these meetings to take place, and I am aware that some authorities, though by no means all, have made calls for the Government to make express provision for remote meetings beyond the scope of the pandemic. I am today launching a call for evidence on the use of current arrangements and to gather views on the question of whether there should be permanent arrangements and if so, for which meetings. There are many issues to consider and opinions on the detailed questions vary considerably. This will establish a clearer evidence base of opinion and enable all the areas to be considered before further decisions are made. The Government will consider all responses carefully before deciding to how to proceed on this issue.

I am copying this letter to the Mayor of London, the chairs of the Local Government Association and the National Association of Local Councils, as well as the Home Secretary and the Secretary of State for the Environment, Food and Rural Affairs in respect of other authorities covered by the current meetings regulations, including fire and rescue authorities, police and crime panels, national park authorities, the Broads Authority, and conservation boards.

Yours sincerely,



LUKE HALL MP

Cc. Rt Hon Priti Patel MP, Home Secretary
Rt. Hon. George Eustice MP, Environment Secretary
Sadiq Khan, Mayor of London
Cllr. James Jamieson, LGA Chairman
Cllr. Sue Baxter, NALC Chairman

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Report – Establishment Committee

Election of Chamberlain and appointment of other Senior Officers

To be presented on Thursday, 15th April 2021

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

SUMMARY

Following Dr Peter Kane's decision to demit from the office of Chamberlain with effect from 30 April 2021, your Establishment Committee commenced the process of recruiting a successor alongside your Finance and Investment Committees.

At the same time, the Corporation also launched a recruitment campaign for eight other senior officer roles which had been created as part of the Target Operating Model endorsed by the Court of Common Council in December 2020.

Following an exhaustive search process, including significant public advertising, the recruitment panels appointed by your Establishment Committee have now concluded their activities and a number of appointments have been made together with the recommendation contained in this report for a candidate for election as Chamberlain.

RECOMMENDATION

The Court of Common Council is **recommended** to:

- (a) Elect **the recommended candidate** (details in the Confidential Annex) to the office of Chamberlain of London & Chief Financial Officer with effect from 1 May 2021*;
- (b) Note the appointment of the following additional senior officers:
 - Deputy Town Clerk & Chief Executive: **Douglas Trainer**
 - Chief Operating Officer: **Emma Moore**
 - Chief Strategy Officer: **Dionne Carradine**
 - Executive Director, Environment: **Juliemma McLoughlin**
 - Executive Director, Human Resources: **Ruth Bailey**
 - Executive Director, Private Secretary to the Lord Mayor: **Caroline Jack**
 - Executive Director, Private Secretary to the Chair of the Policy & Resources Committee: **Aaron Downey**
 - Markets Director: **Ben Milligan**

** The Court will be invited to exclude the public from the meeting to enable the recommended candidate to attend and make a presentation, prior to a vote by secret electronic ballot, the result of which will be announced once the public has been readmitted.*

MAIN REPORT

Background

1. Your Establishment Committee is responsible for the oversight of the Chief and Senior Officer Recruitment Procedures and brings this report before the Court at the conclusion of the appointment process for nine senior officer roles, one of whom is the Chamberlain of London which, under the City's Constitution, falls to be elected by the Court of Common Council.
2. Dr Peter Kane, Chamberlain since 2014, gave notice to the Corporation in October last year of his decision to demit from that office on 30 April 2021 and your Establishment Committee, in consultation with the two employing committees – Finance and Investment – commenced a process to recruit a successor.
3. At the same time, your Establishment Committee also put in train a recruitment process for eight other senior roles which were created following the endorsement of the Target Operating Model and Organisational Design by the Court in December 2020.

Recruitment Exercise

4. Your Establishment Committee delegated to its Chair and Deputy Chair, in consultation with the Town Clerk and Director of Human Resources, the ability to select a recruitment consultancy to support the search and selection for these nine posts. Nine responses were received to the invitation to tender and three firms were shortlisted for interview. Having taken into account factors of both quality of service and price, McLean Partnership were selected to partner with the Corporation on this exercise.
5. McLean, led by its Senior Partner Jonathan Swain, worked with the Corporation in the design of a recruitment microsite, www.worldclassleadership.info, and an advertising campaign branded as “**World Class City, World Class Organisation, World Class Leadership**”. Advertisements appeared in the *Sunday Times*, *Guardian*, *Voice* and *Municipal Journal*.
6. During the course of the search, 1,442 potential candidates were approached across all nine roles, and 228 applications were received.
7. Your Establishment Committee approved the composition of the selection panels for each post (see Appendix A), based upon certain agreed principles, namely:
 - i. *Every panel member must have completed City of London recruitment and unconscious bias training or be able to demonstrate that they have undertaken similar training elsewhere in the last 18 months.*
 - ii. *Where the appointment rests with one Committee, the panel will usually be chaired by the Chair of that Committee with the Chair or Deputy Chair of Establishment as Deputy Chair of the panel. Where the appointment is the responsibility of more than one Committee, the panel will be chaired by the Chair or Deputy Chair of Establishment with the Chair of the more senior appointing committee as Deputy Chair of the panel.*
 - iii. *Each panel will normally include at least two women and one diversity representative, to be drawn from Members of the Tackling Racism Taskforce, Establishment Committee or the Members' Diversity Working Party.*

8. The selection panels met on 1 and 2 February to review all applications and agree long-lists of candidates to be interviewed by McLean Partnership. Of the 228 applicants, 71 were long-listed. At this stage of the process, all applications were anonymised in accordance with our existing procedures and the recommendations of the Tackling Racism Taskforce.
9. The panels met again on 22 and 23 February to receive McLean's reports together with full CVs and applications, now unredacted, for each of the long-listed candidates, from which 38 were short-listed for final interview.
10. Final interviews for the nine roles took place over the period 8 to 23 March, all of which were conducted virtually over Microsoft Teams.
11. In the case of the four senior corporate roles – Deputy Town Clerk & Chief Executive, Chief Operating Officer, Chamberlain & Chief Financial Officer, and Executive Director, Human Resources – the panels determined which of the candidates were appointable and then a review panel (Appendix B) met on 15 March to make the final appointment (or recommendation in respect of the Chamberlain), based upon certain factors:
 - i. Candidates' skills, experience, and ability to do their job;*
 - ii. Whether they will help shape and deliver transformational change in the organisation, or instead be a steadying influence; and*
 - iii. Fit with the organisation and diversity of the senior team as a whole*
12. For the remaining five roles, the selection panels were empowered to make the final appointments.
13. Setting the advertised salary and the offered salary and salary band within the Senior Management Grade (or point on Grade J and market forces supplement in the case of the Markets Director) was delegated to the Chair and Deputy Chair of the Senior Remuneration Sub-Committee in consultation with the Town Clerk and the Chairs and Deputy Chairs of the relevant selection panels.

Recommended and Appointed Candidates

14. For the post of Deputy Town Clerk & Chief Executive the appointed candidate is **Douglas Trainer**.

Douglas was Assistant Chief Executive and Director of Corporate and Strategic Services and Head of Communications of the London Borough of Newham from 2011 to 2018, working in support of directly elected Mayor, Sir Robin Wales. Prior to that he had been Communications Director of Serco Civil Government Division, Special Adviser to the First Minister of Scotland, Jack McConnell, and a partner of communications firm Luther Pendragon. Douglas is a former President of the National Union of Students and is currently a consultant working with Madison Square Gardens Entertainment Corporation advising on their proposed new venue in East London.

15. For the post of Chief Operating Officer, the appointed candidate is **Emma Moore**.

Emma has been Chief Operating Officer of UK Border Force within the Home Office since 2017, albeit recently seconded to NHS Track & Trace. Before that she was Chief Operating Officer of G4S Public Services and previously held other senior

roles in G4S plc, including as Director, Local Government. She is currently in the Civil Service High Performance Development Scheme.

16. For the post of Chamberlain and Chief Financial Officer, the details of the candidate recommended for appointment are contained in a confidential annex to this report.
17. For the post of Chief Strategy Officer, the appointed candidate is **Dionne Corradine**.

Dionne is currently Director, Organisational Effectiveness at the Home Office, before which she was Head of Strategy & Planning for the Crime, Police & Fire Group in the department. She previously held senior management roles leading strategy, reform and transformation units and programmes in the Ministry of Defence and Department for Education. She is currently participating in the Civil Service Leadership Academy's Director Leadership Programme.

18. For the post of Executive Director, Environment, the appointed candidate is **Juliemma McLoughlin**.

Juliemma is currently Executive Director, Regeneration, Commercial & Economy at Northumberland County Council and was previously Development Director and Chief Planner at the Greater London Authority. Prior to that she was Lead Director for Planning & Growth at the London Borough of Hammersmith & Fulham and Head of Planning, Regeneration and Building Environment for Sydney Ports within the New South Wales State Government.

19. For the post of Executive Director, Human Resources, the appointed candidate is **Ruth Bailey**.

Ruth is currently People, Capability and Change Director for the Ministry of Housing, Communities & Local Government where she is also head of profession for a dozen arms-length bodies. She was previously People Director of the Care Quality Commission, HR Director of the Cabinet Office, and Senior Business Partner and Head of Talent at the Ministry of Defence. Ruth is a Fellow of the Chartered Institute for Personnel Development.

20. For the post of Executive Director, Private Secretary to the Lord Mayor, the appointed candidate is **Caroline Jack**.

Caroline is Head of the International, EU and UK Team of the Scottish Government, based at their London Office. She is career civil servant who has worked across the UK Government, including as DEFRA's Lead on World Trade Organisation schedule strategy and negotiations, Head of International Tourism Strategy at DCMS, and Team Leader, High Impact Threats in the Civil Contingencies Unit of the Cabinet Office National Security Secretariat.

21. For the post of Executive Director, Private Secretary to the Chair of the Policy & Resources Committee, the appointed candidate is **Aaron Downey**.

Aaron is Deputy Director of the COVID-19 Task Force at Cabinet Office. His previous roles include Deputy Principal Private Secretary to the Secretary of State at the Department for International Trade, Head of UK-EU Negotiations Strategy at

the Department for Business, Energy and Industrial Strategy, Head of the Strategy Unit at the Department for Exiting the EU, and Head of Governance and Assurance, Airport Expansion, at Department for Transport.

22. For the post of Markets Director, the appointed candidate is **Ben Milligan**.

Ben is currently Head of Environmental Services for Adur and Worthing Councils and was previously Superintendent of the Corporation's New Spitalfields Market. Prior to that he was a senior Environmental Health Officer with the London Borough of Tower Hamlets where he had responsibility for oversight of Billingsgate Market.

23. Full CVs for all appointed candidates are available to inspect in the Human Resources Department. Satisfactory references for each of the candidates have been received.
24. We hope that all the selected candidates will be in post by 1 July and a comprehensive induction programme is currently being developed to ensure they are onboarded effectively and able to contribute to the successful implementation of the Target Operating Model within their respective work areas.

Diversity & Inclusion

25. In making these appointments we have selected the best candidates available, but we also sought to diversify the Corporation's senior leadership team and in that we have been very successful. Of the nine selected candidates, six are women and two are people of colour.

Conclusion

26. Your Establishment Committee, and the Members who served on the various selection panels, are convinced that the candidates we have secured for these senior management posts, when conjoined with our existing senior leadership team, represent an opportunity to deliver transformational change within the City of London Corporation as envisaged in the Target Operating Model. We hope that they will enjoy the fulsome support of all Members of the Court and we invite you to elect our first ever female Chamberlain of London.

All of which we submit to the judgement of this Honourable Court.

DATED this 26^h day of March 2021.

SIGNED on behalf of the Committee.

Deputy Edward Lord, O.B.E., J.P.
Chair, Establishment Committee

APPENDIX A

SELECTION PANELS

Members who were unable to attend the final interviews are ~~struck through~~.

Deputy Town Clerk & Chief Executive

- Chair of the Policy & Resources Committee (Catherine McGuinness) (Chair)
- Chair of the Establishment Committee (Edward Lord) (Deputy Chair)
- Deputy Chairman of the Policy & Resources Committee (Chris Hayward)
- Deputy Chair of the Establishment Committee (Tracey Graham)
- Chairman of General Purposes Committee of Aldermen (Sir David Wootton)
- An additional member of the Policy and Resources Committee with communications/external affairs experience (Anne Fairweather)
- An additional representative of the Court of Aldermen (Alderwoman Sue Langley)
- A diversity representative (Andrien Meyers)
- Town Clerk & Chief Executive

Chief Operating Officer

- Chair of the Establishment Committee (Edward Lord) (Chair)
- Deputy Chairman of the Policy & Resources Committee (Chris Hayward) (Deputy Chair)
- Deputy Chair of the Establishment Committee (Tracey Graham)
- Vice Chairman of the Policy & Resources Committee (Keith Bottomley)
- Chairman of the Finance Committee (Jeremy Mayhew)
- Chairman of the Procurement Sub-Committee (Hugh Morris)
- A diversity representative (Alderman Emma Edhem)
- Town Clerk & Chief Executive

Chamberlain & Chief Financial Officer

- Deputy Chair of the Establishment Committee (Tracey Graham) (Chair)
- Chairman of the Finance Committee (Jeremy Mayhew) (Deputy Chair)
- Deputy Chairman of the Finance Committee (Jamie Ingham Clark)
- Chair of the Investment Committee (Tom Sleigh)
- Deputy Chairman of the Investment Committee (Nick Bensted-Smith)
- Chair of the Policy & Resources Committee (Catherine McGuinness)
- A diversity representative (Shravan Joshi)
- Town Clerk & Chief Executive

Executive Director, Environment

- Chair of the Establishment Committee (Edward Lord) (Chair)
- ~~Chair of the Planning & Transportation Committee (Alastair Moss) (Deputy Chair)~~
- Chairman of the Open Spaces Committee (Oliver Sells)
- Chairman of the Port Health & Environmental Services Committee (Keith Bottomley)
- Chairman of the Licensing Committee (Sophie Fernandes)
- Deputy Chairman of the Policy & Resources Committee (Chris Hayward)

- A diversity representative (Ruby Sayed)
- Town Clerk & Chief Executive

Executive Director, Human Resources

- Chair of the Establishment Committee (Edward Lord) (Chair)
- Deputy Chair of the Establishment Committee (Tracey Graham) (Deputy Chair)
- Deputy Chairman of the Policy & Resources Committee (Chris Hayward)
- Up to two other members of the Establishment Committee, decided by ballot:
 - *Karina Dostalova*
 - *Deputy Jamie Ingham Clark*
- Chairman of the Finance Committee (Jeremy Mayhew)
- ~~A diversity representative (Munsur Ali)~~
- Town Clerk & Chief Executive

Chief Strategy Officer

- Deputy Chair of the Establishment Committee (Tracey Graham) (Chair)
- Chair of the Policy & Resources Committee (Catherine McGuinness) (Deputy Chair)
- ~~Vice Chairman of the Policy & Resources Committee (Keith Bottomley)~~
- Chairman of the General Purposes Committee of Aldermen (Sir David Wootton)
- Chairman of the Finance Committee (Jeremy Mayhew)
- Deputy Chairman of the Finance Committee (Jamie Ingham Clark)
- A diversity representative (Shravan Joshi)
- Town Clerk & Chief Executive

Executive Directors, Private Secretaries to the Lord Mayor and the Chair of the Policy & Resources Committee

- Chair of the Establishment Committee (Edward Lord) (Chair)
- The Lord Mayor (William Russell)
- Chairman of the General Purposes Committee of Aldermen (Sir David Wootton)
- Deputy Chairman of the General Purposes Committee of Aldermen (Sir Roger Gifford)
- Chair of the Policy & Resources Committee (Catherine McGuinness)
- Deputy Chairman of the Policy & Resources Committee (Chris Hayward)
- Vice Chair of the Policy & Resources Committee (Tom Sleigh)
- A diversity representative (Caroline Addy)
- Town Clerk & Chief Executive

Markets Director

- Chairman of the Markets Committee (John Chapman) (Chair)
- Deputy Chair of the Establishment Committee (Tracey Graham) (Deputy Chair)
- ~~Deputy Chairman of the Markets Committee (James Tumbridge)~~
- Deputy Chairman of the Policy & Resources Committee (Chris Hayward)
- An additional member of the Markets Committee (Edward Lord)
- Comptroller & City Solicitor

APPENDIX B

MAJOR CORPORATE ROLES APPOINTMENT PANEL

- Chair of the Establishment Committee (Edward Lord) (Chair)
- Deputy Chair of the Establishment Committee (Tracey Graham)
- Chair of the Policy & Resources Committee (Catherine McGuinness)
- Deputy Chairman of the Policy & Resources Committee (Chris Hayward)
- Chairman of the Finance Committee (Jeremy Mayhew)
- Deputy Chairman of the Finance Committee (Jamie Ingham Clark)
- Chairman of the General Purposes Committee of Alderman (Sir David Wootton)
- Co-Chairs of the Tackling Racism Taskforce (Caroline Addy and Andrien Meyers)
- Town Clerk & Chief Executive

Report – Establishment Committee

Recruitment Panels for Tier 1 and 2 positions

To be presented on Thursday, 15th April 2021

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

SUMMARY

The new Target Operating Model brings about departmental changes which will affect which Committees and therefore which Members could be involved in the recruitment process for Senior Officers, this report proposes an interim position for the recruitment of Tier 1 or Tier 2 roles.

RECOMMENDATION

It is recommended to the Court of Common Council that it approves the interim position as given in appendix 1, and authorise the necessary amendments to relevant Committee Terms of Reference.

MAIN REPORT

1. At its meeting on 10th December 2015, your Establishment Committee considered a report of the Director of Human Resources regarding the recruitment of senior officers and the appropriate involvement of Members at each stage of the recruitment process.
2. The Committee agreed with the findings in the Report and asked that a proposal for a formal procedure for Member involvement in senior officer recruitment be drawn up. This was brought back to the Committee on 4th February 2016 and the list of senior officer posts was agreed. The Committee also agreed that the determination of the level of Member involvement for the recruitment of a Senior Officer was to be a joint decision between the Chief Officer and the respective Service Committee Chair, and that there should be an option for Members to be involved in final interview panels.

Interim Position due to the Target Operating Model

3. The new Target Operating Model brings about departmental changes which will affect which Committees, and, therefore, which Members could be involved in the recruitment process for Senior Officers. These may change with the Governance Review, but, in the interim, a list of Committee involvement has been drawn up. This is attached at Appendix 1. Members are asked to agree this list so that any recruitment to these roles can be expedited without delay for agreement.

4. The process will remain the same, all Chief Officer posts will be Member led and the attached list is coded so that posts which are agreed by Court are indicated.
5. The coding used in the appendix is:

KEY

	Posts confirmed in TOM Tier 1
	Posts subject to further review in TOM Tier 2
*	High Officer elected by the Court of Common Council
~	Table Officer
+	Member Led Appointment
=	Member Involved Appointment
#	Senior Management Grade or Police/Teachers' equivalent

**This key is given in the appendix but is repeated here to make the list easier to read.*

Proposal

6. This list is proposed to be used in the interim so that it is clear which Members would lead or be involved in the recruitment to Tier 1 or Tier 2 roles.

Appendices

- Appendix 1: Committee Responsibility for Senior Officer Recruitment

All of which we submit to the judgement of this Honourable Court.

DATED this 27th day of January 2021.

SIGNED on behalf of the Committee.

Deputy Charles Edward Lord, OBE JP
Chair, Establishment Committee

CITY OF LONDON CORPORATION

ESTABLISHMENT COMMITTEE

COMMITTEE RESPONSIBILITY FOR SENIOR OFFICER APPOINTMENTS

Following the Court's approval of the Target Operating Model and new Organisation Design, there is a need to review committee responsibility for the appointment of Chief and Senior Officers. Whilst some of this will change following consideration of Lord Lisvane's recommendations in the Governance Review and any changes in Tier 2 and further layers of the TOM, it is important to clarify the current committees responsible for the appointment of current posts. The tables that follow recommend a revised list of committee responsibilities for agreement by this Committee and onward transmission to the Court of Common Council in respect of posts referred to in Committee terms of reference.

CORPORATE & SERVICE DEPARTMENTS

Town Clerk & Chief Executive *+#	Policy & Resources Committee Establishment Committee General Purposes Committee of Aldermen
Deputy Town Clerk & Chief Executive ~+#	Policy & Resources Committee Establishment Committee General Purposes Committee of Aldermen
Chief Operating Officer ~+#	Policy & Resources Committee Establishment Committee Finance Committee
Chamberlain & Chief Financial Officer *+#	Finance Committee Investment Committee
Comptroller & City Solicitor *+#	Policy & Resources Committee Establishment Committee
Remembrancer *+#	Policy & Resources Committee General Purposes Committee of Aldermen
City Surveyor ~+#	Policy & Resources Committee Investment Committee
Executive Director, Environment ~+#	Planning & Transportation Committee Port Health & Environmental Services Committee Open Spaces & City Gardens Committee Licensing Committee
Executive Director, Innovation & Growth ~+#	Policy & Resources Committee Culture Heritage & Libraries Committee
Executive Director, Community & Children's Services ~+#	Community & Children's Services Committee Culture Heritage & Libraries Committee Education Board Health & Wellbeing Board
Assistant Town Clerk & Executive Director, Governance & Members' Services (DTC) ~+#	Policy & Resources Committee Establishment Committee
Chief Strategy Officer (DTC) +#	Policy & Resources Committee Establishment Committee
Executive Director, Communications (DTC) +#	Policy & Resources Committee
Executive Director, Human Resources (COO) +#	Establishment Committee
Executive Director & Private Secretary to the Lord Mayor (DTC) +#	General Purposes Committee of Aldermen Establishment Committee
Executive Director & Private Secretary to the Chair of the Policy & Resources Committee (DTC) +#	Policy & Resources Committee Establishment Committee
Director, Town Clerk's Office & Police Authority (DTC) =	Establishment Committee Police Authority Board
Head of Climate Action (DTC) =	Policy & Resources Committee
Project Governance Director (COO) =	Policy & Resources Committee (Projects Sub) Capital Buildings Committee
Technology Director (COO) =	Finance Committee (Digital Services Sub)
Commercial Director (COO) =	Finance Committee (Procurement Sub)

Markets Director (COO) +	Markets Committee
Assistant Directors of Human Resources (COO) =	Establishment Committee
Head of Employee Services (COO) =	Establishment Committee
Head of Equality, Diversity & Inclusion (COO) =	Establishment Committee
Investment Property Director (CS) +	Investment Committee (PIB)
Corporate Property Director (CS) =	Finance Committee (Corporate Asset Sub)
Operations Director (CS) =	Finance Committee (Corporate Asset Sub)
Property Projects Delivery Director (CS) =	Policy & Resources Committee (Projects Sub)
Deputy Chamberlain (CFO) +	Finance Committee
Treasurer (CFO) =	Finance Committee Investment Committee (FIB)
Head of Internal Audit (CFO) +	Audit & Risk Management Committee
Assistant City Solicitors x 3 =	Establishment Committee
Deputy Remembrancer (REM) +	Policy & Resources Committee (PR&PA Sub)
Director, Remembrancer's Affairs (REM) =	Policy & Resources Committee (PR&PA Sub)
Assistant Remembrancer, Ceremonial (REM) =	Policy & Resources Committee (HWP)
Innovation Director (IG) =	Policy & Resources Committee
Trade & Investment Director (IG) =	Policy & Resources Committee General Purposes Committee of Aldermen
Regulatory Affairs Director (IG) =	Policy & Resources Committee
Research & Intelligence Director (IG) =	Policy & Resources Committee
Policy Director (IG) =	Policy & Resources Committee
Managing Director, Brussels (IG) +	Policy & Resources Committee
External Affairs Director (IG) +	Policy & Resources Committee
Cultural & Visitor Development Director (IG) =	Policy & Resources Committee Culture Heritage & Libraries Committee
Chief Planning Officer & Development Director (ENV) +	Planning & Transportation Committee
Transportation & Public Realm Director (ENV) +	Planning & Transportation Committee
Port Health & Consumer Protection Director (ENV) +	Port Health & Environmental Services Committee Licensing Committee
Open Spaces Director (ENV) +#	Open Spaces & City Gardens Committee
District Surveyor & Environment Director (ENV) =	Planning & Transportation Committee
Policy & Performance Director (ENV) =	Planning & Transportation Director Port Health & Environmental Services Committee
People Director (C&CS) =	Community & Children's Services Committee
Barbican & Property Director (C&CS) =	Community & Children's Services Committee Barbican Residential Committee
Strategic Education, Culture & Skills Director (C&CS) =	Community & Children's Services Committee Education Board
Head of Barbican & Community Libraries (C&CS) =	Culture Heritage & Libraries Committee, Community & Children's Services Committee
Commissioning & Partnerships Director (C&CS) =	Community & Children's Services Committee
Head of Community Safety (C&CS) =	Policy & Resources Committee
Public Health Director (C&CS) =	Community & Children's Services Committee Health & Wellbeing Board

INSTITUTIONS

Commissioner of Police for the City of London *+#	Police Authority Board
Assistant Commissioner, City of London Police =	Police Authority Board
Commanders, City of London Police =	Police Authority Board
<i>Whilst there is Member involvement in the process, it is important to clarify that such senior appointments to the ColP are made by the Commissioner of Police for the City of London.</i>	
Managing Director, Barbican Centre +#	Barbican Centre Board
Chief Operating & Financial Officer, Barbican Centre & GSMD =	Barbican Centre Board Board of Governors, Guildhall School
Arts & Learning Director, Barbican Centre =	Barbican Centre Board

Operations & Buildings Director, Barbican Centre & GSMD =	Barbican Centre Board Board of Governors, Guildhall School
Principal, Guildhall School of Music & Drama +#	Board of Governors, Guildhall School
Vice-Principals, Guildhall School of Music & Drama =	Board of Governors, Guildhall School
Heads of the City of London Schools +#	Relevant Board of Governors
Senior Deputy Heads and Bursars of the City Schools =	Relevant Boards of Governors
Executive Director, City Bridge Trust & Chief Grants Officer +#	City Bridge Trust Committee
Director, London Metropolitan Archive & Guildhall Library =	Culture Heritage & Libraries Committee

KEY

	Posts confirmed in TOM Tier 1
	Posts subject to further review in TOM Tier 2
*	High Officer elected by the Court of Common Council
~	Table Officer
+	Member Led Appointment
=	Member Involved Appointment
#	Senior Management Grade or Police/Teachers' equivalent

C E Lord

25 January 2021

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Report – Hospitality Working Party of the Policy and Resources Committee

Applications for Hospitality

To be presented on Thursday, 15th April 2021

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

(a) Industry and Parliament Trust Programme 2021

It is proposed that the City Corporation continues to collaborate with the Industry and Parliament Trust on a series of meetings in 2021 related to areas of interest to the City Corporation. Guests and speakers would include a City representative such as the Lord Mayor or Policy Chair, parliamentarians, policy makers, and prominent business, academic and industry representatives.

These events would support the following Corporate Plan outcomes: to influence UK and global policy and regulations, and international agreements to protect and grow the UK economy; and to preserve and promote the City as the world-leading global centre for financial and professional services, commerce and culture.

It is **recommended** that hospitality be granted and that arrangements are made under the auspices of the Policy and Resources Committee; the costs to be met from City's Cash within approved parameters.

(b) Pride Flag Raising Ceremony 2021

The 2021 Pride in London Parade is planned to take place on Saturday 4th September, subject to any COVID restrictions that might be in place at the time. It is proposed that on Friday 3rd September the Pride Flag is raised at Guildhall.

If a reception is possible, it is proposed that the City Corporation would host a reception in Guildhall as in previous years. Should COVID restrictions preclude a reception taking place in the normal format, alternative formats would be considered including an outdoor reception and/or a virtual hybrid event.

Guests would include representatives of the LGBTQ+ networks, businesses and firms within the City and leading LGBTQ+ charities.

The event would support the following Corporate Plan outcomes: to promote and champion diversity, inclusion and the removal of institutional barriers and structural inequalities (outcome 2a) and to bring individuals and communities together to share experiences and promote wellbeing, mutual respect and tolerance (outcome 4a).

It is **recommended** that hospitality be granted for an early evening reception or other event following the Pride Flag raising and that arrangements are made under the auspices of the Establishment Committee; the costs to be met from City's Cash within approved parameters.

The host element will be Establishment Committee, Hospitality Working Party and Members with relevant interests.

All of which we submit to the judgement of this Honourable Court.

DATED this of 23rd Day of February 2021

SIGNED on behalf of the Working Party.

Deputy Brian Desmond Francis Mooney
Chief Commoner and Chairman, Hospitality Working Party



List of Applications for the Freedom

To be presented on Thursday, 15th April, 2021

*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.

Edward Michael Balls <i>The Rt. Hon The Lord Mayor</i> <i>Catherine Sidony McGuinness, Deputy</i>	a Broadcaster, Writer & Economist <i>Citizen and Solicitor</i>	Stoke Newington, London
Celal Baykal <i>Ald. Emma Edhem</i> <i>Ulrika Schachner-Dadley</i>	an Airline General Manager <i>Citizen and Woolman</i> <i>Citizen and Woolman</i>	Kensington, London
Carys Ellen Bedford <i>Ald. Sir David Wootton, Kt.</i> <i>Matthew Leigh Preston Bell, CC</i>	a Theatrical Set and Costume Designer <i>Citizen and Fletcher</i> <i>Citizen and Common Councillor</i>	Flitwick, Bedfordshire
Anna Rose Beek <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Social Worker <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Walthamstow, London
Joanne Elisabeth Bradman <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Theatre Stage Manager <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Barbican
His Excellency George Henry Brandis <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Catherine Sidony McGuinness</i>	The High Commissioner of Australia <i>Citizen and Solicitor</i>	Kensington, London
Ivor Keith Caplin <i>David O'Reilly</i> <i>Richard Evans</i>	a Public Affairs Company Director <i>Citizen and Educator</i> <i>Citizen and Educator</i>	Hove, Sussex
Ruby Elizabeth Carr <i>The Rt. Hon The Lord Mayor</i> <i>Tijs Broeke, CC</i>	a Cleaner <i>Citizen and Goldsmith</i>	Upper Holloway, London
Amelia Louise Ehren <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i>	a Strategic Project Lead <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Shepherds Bush, London

Professor Sarah Catherine Gilbert <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Sir David Wootton, Kt..</i>	a University Professor <i>Citizen and Fletcher</i>	Oxford, Oxfordshire
John Robert Heaps <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Catherine Sidony McGuinness</i>	a Building Society Chairman <i>Citizen and Solicitor</i>	Harrogate, Yorkshire
James Kenneth Albert Hunt <i>Barry John Frederick Theobald-Hicks</i> <i>John James Tunesi of Liongam, The Younger</i>	The Mayor of Bexley <i>Citizen and Scrivener</i> <i>Citizen and Scrivener</i>	Sidcup, Kent
Catherine Elizabeth Lewis La Torre <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Catherine Sidony McGuinness</i>	a Banking Chief Executive Officer <i>Citizen and Solicitor</i>	Ealing, London
Rachel Lord <i>The Rt. Hon The Lord Mayor</i> <i>Sir Robert William Fairbairn</i>	an Investment Company Managing Director <i>Citizen and Weaver</i>	Hampstead, London
Roger Meltzer <i>Ald. Vincent Keaveny</i> <i>David Fergus McDonough, OBE</i>	a Law Firm Chairman Emeritus <i>Citizen and Solicitor</i> <i>Citizen and Merchant Taylor</i>	New York, United States of America
Charles Stuart Mindenhall <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Sir Peter Kenneth Estlin</i>	an Equity Company Managing Partner <i>Citizen and International Banker</i>	Camden, London
Clifford North <i>Ald. Sir David Wootton, Kt..</i> <i>Ald. Vincent Keaveny</i>	a Night Clerk <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i>	Clacton On Sea, Essex
Sir Roger Penrose, OM, FRS <i>The Rt. Hon The Lord Mayor</i> <i>Sheriff Christopher Michael Hayward, CC</i>	a Scientist <i>Citizen and Pattenmaker</i>	Oxford, Oxfordshire
Simon Tony Pryke <i>Ald. Sir Charles Edward Beck Bowman</i> <i>Michael Colquhoun Cole-Fontayn</i>	a Fund Management Company Chief Executive Officer <i>Citizen and Grocer</i> <i>Citizen and Merchant Taylor</i>	Foscott, Buckinghamshire
Dame Susan Ilene Rice, DBE <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Catherine Sidony McGuinness</i>	a Professional Standards Body Chair <i>Citizen and Solicitor</i>	Longniddry, Scotland
David Allen Robinson <i>Ann-Marie Jefferys</i> <i>Anne Elizabeth Holden</i>	an Underwriting Officer <i>Citizen and Glover</i> <i>Citizen and Basketmaker</i>	Brentwood, Essex
John David Stuart <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Sir Peter Kenneth Estlin</i>	a Banking Chief Executive Officer <i>Citizen and International Banker</i>	Chelsea, London

<p>Mohammed Shalin Uddin <i>Ald. Sir David Wootton, Kt.</i> <i>Ald. Vincent Keaveny</i></p>	<p>a Diabetes Educator <i>Citizen and Fletcher</i> <i>Citizen and Solicitor</i></p>	<p>Bethnal Green, London</p>
<p>Baroness Shriti Vadera <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Catherine Sidony McGuinness</i></p>	<p>an Insurance Company Chair <i>Citizen and Solicitor</i></p>	<p>Bayswater, London</p>
<p>Sir Rodney Myerscough Walker <i>Ald. Sir David Wootton, Kt.</i> <i>Deputy Charles Edward Lord, OBE, JP</i></p>	<p>a Sports Administrator & Building Company Director <i>Citizen and Fletcher</i> <i>Citizen and Broderer</i></p>	<p>Wakefield, Yorkshire</p>
<p>Stephen James Waterfield <i>William Joseph Browning</i> <i>Michael Peter Cawston</i></p>	<p>a Management Consultant, retired <i>Citizen and Glass Seller</i> <i>Citizen and Tyler & Bricklayer</i></p>	<p>Rainham, Essex</p>
<p>Clare Eleanor Woodman, CBE <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Catherine Sidony McGuinness</i></p>	<p>an Investment Banker <i>Citizen and Solicitor</i></p>	<p>Hampstead, London</p>
<p>Samuel Richard Woods <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Catherine Sidony McGuinness</i></p>	<p>The Deputy Governor of the Bank of England <i>Citizen and Solicitor</i></p>	<p>Stockwell, London</p>

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Petition –

Presented by Mark Bostock

To be presented on Thursday, 15th April 2021

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

Petition:-

“We, the undersigned, declare that we have no confidence in the City of London Corporation’s current planning process and petition the Court of Common Council to:

1. reject a proposal that planning applications be decided by panels of the Planning and Transportation Committee instead of by the whole Committee to avoid eroding democratic accountability;
2. prevent those councillors who are members of committees responsible for the Corporation’s extensive property interests from also being members of the Planning and Transportation Committee, to avoid conflicts of interest; and
3. prevent those councillors who have professional associations within the property development industry from also being members of the Planning and Transportation Committee, to avoid a perception of bias.

Background

Democratic accountability is already weak within the Corporation because a majority of councillors are (uniquely) elected by small numbers of voters appointed by businesses, only a quarter of which register to vote. As a consequence of this business vote, the Planning and Transportation Committee generally ignores reasonable objections made on planning grounds, especially by residents and heritage bodies, and approves ever taller buildings which blight neighbouring properties and degrade heritage assets. Allocating decisions to panels will exacerbate this existing problem.

Recent examples of bad planning decisions include:

- 150 Aldersgate Street (opposite the Grade II listed Barbican Estate): Plans were approved to refurbish the existing office building making it taller, thereby reducing the daylight to the surrounding homes and businesses, and overshadowing the Smithfield Conservation Area. The Corporation had an undisclosed interest in this application as the freeholder of the property. It benefited financially from the approval, which would not have been granted but for the votes of five councillors on the Planning and Transportation Committee who also sat on a committee which manages the Corporation’s property interests, including this property. The debate was prematurely terminated on a motion by one of these councillors.
- The Denizen: The Corporation sold a building formerly used for police accommodation on this site to a developer, which demolished it and built this

large block of luxury flats. The block has caused a severe loss of light to a number of homes in Grade II listed Golden Lane Estate.

- 55 Gracechurch Street: Approval was recently granted for this 29 storey office block outside the approved “eastern cluster”, which will harm views of Tower Bridge and the Monument, both Grade I.
- 70 Gracechurch Street: Approval was recently granted for this 33 storey office block, which will literally overshadow the roof of Grade II* listed Leadenhall Market.

Transparency International published recommendations in February 2021 for improvements in the Corporation’s planning process, which the Corporation is refusing even to consider.

Future developments could include Bastion House on London Wall and the Museum of London site, both abutting the Barbican Estate in the West of the City, and two developments in the East of the City which will both affect the Grade I listed Bevis Marks synagogue.”

[Signatures appended to the Petition at the time of receipt by the Town Clerk’s Office: 1,222]

[Signatures appended to the Petition at the time of publication of the Court agenda: 1,248]

Member presenting the Petition, pursuant to Standing Order No. 20:-

Mark Bostock

(Ward of Cripplegate)

Recommendation:-

That the Petition, having been presented to the City of London Corporation, be referred to the Policy & Resources and Planning & Transportation Committees for consideration.

Report – Policy & Resources Committee

Report of Urgent Action Taken: City of London Corporation Scheme of Delegations to Officers

To be presented on Thursday, 15th April 2021

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

SUMMARY OF ACTION TAKEN

1. On 3 December 2020, through its consideration of a new Target Operating Model, the Court of Common Council approved a new Tier 1 organisational structure for the City of London Corporation, with a number of amendments to Chief Officer roles and portfolios.
2. In order to ensure that the Scheme of Delegations reflected accurately the new roles and changes to areas of responsibility across departments, your Policy and Resources Committee considered a number of amendments to the document at its March 2021 meeting, with the intention that such amendments be in place from 1 April 2021. The further approval of the Court was obtained under urgency to facilitate this.
3. No changes were proposed to the delegations themselves and the principle applied was that all delegations would be to the Town Clerk/Chief Executive and Tier 1 Leaders. Tier 1 Leaders would then delegate as required and consistent with current practice and authorisation, to ensure that the requirements of the delegations can be met by appropriately skilled and qualified individuals. The amendments were simply to reflect the new job titles and the new departmental arrangements, which was desirable as the new posts were coming on stream and it was important to be able to have the correct information readily available, both online and internally, so that officers were clear on their remits, and were able to carry out the day-to-day management of all services and discharge specific statutory and non-statutory functions.
4. It was also noted that further minor amendments would be required following the development of lower levels of the organisational structure, for which completion was planned by March 2022. A full update to the Scheme would be brought to the Policy and Resources Committee and Court of Common Council for approval by no later than March 2022.

RECOMMENDATION

5. We **recommend** that the actions taken under urgency procedures be noted.

All of which we submit to the judgement of this Honourable Court.

DATED this 22nd day of March 2021.

SIGNED on behalf of the Committee.

Deputy Catherine McGuinness
Chair, Policy & Resources Committee

Report – Policy & Resources Committee

Report of Urgent Action Taken: Amendments To Standing Orders (Appointments To Ward Committees)

To be presented on Thursday, 15th January 2021

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

SUMMARY OF ACTION TAKEN

1. At the meeting of the Policy and Resources Committee on 18 February 2021, as a matter of any other business the Chairman of the Finance Committee proposed that, with the Committee's consent, a recommendation should be submitted to the Court of Common Council to amend the Court's Standing Orders so an existing anomaly in respect of appointments to Ward committees could be addressed.
2. The Chairman of the Finance Committee referred to the current provisions in Standing Orders (SO23) which did not permit the Alderman of a Ward to be nominated for appointment to serve on a Ward committee (as the Ward's nominee) when the Ward's Common Councillor/s did not wish, for whatever reason, to assume the appointment.
3. It was noted by Members of the Committee, that:-
 - (i) the proposed changes should not place any obligation on an Alderman of a Ward to assume an appointment; and
 - (ii) the proposed changes had not been suggested by the Court of Aldermen.
4. Under current practice Standing Order 23 makes provision for Aldermen to be appointed to Ward committees on the basis of nominations by the Court of Aldermen. Common Councillors are appointed on the basis of Wards choosing to nominate a Member(s) to serve on each of the Ward committees or where one Member representing a Ward or Side of Ward has agreed to pair with another Ward, which is geographically nearby, for the purpose of representation on one or more Ward committees. If a Ward chooses not to nominate a Member(s) to serve on a Ward committee, the Town Clerk shall notify the vacancy to all Members and seek nominations prior to the appointment being made by the Court. Where a vacancy attracts multiple expressions of interest, these are managed through a ballot at Common Council. It should be noted that an Alderman could, in the current process, seek appointment but the Alderman of the Ward would not have any advantage over any other Member in nomination.

5. The Policy and Resources Committee at its meeting on 18 February 2021 was supportive of the proposal but it was agreed that delegated authority to make recommendations to the Court of Common Council in regard to the necessary changes to Standing Orders should only be progressed following consultation with the Court of Aldermen. It was noted that an informal meeting of the Aldermen was due to take place on 25 February 2021 and Alderman Sir David Wootton (Chairman, General Purposes Committee of Aldermen) commented that the matter could be considered informally at that point and the Aldermen's views fed back thereafter. It was anticipated that a recommendation, through the delegated authority process, could then be submitted to the March meeting of the Court of Common Council. However, due to the timescales, this was not viable and so a recommendation to Common Council, in respect of the proposed revisions, was progressed in accordance with SO 41(a) (urgency provisions) to ensure that the annual Ward nominations process could reflect the revisions and all appointments to Common Council committees could be submitted to the Court of Common Council at the start of the municipal Year (April 2021).
6. At an informal meeting of the General Purposes Committee of Aldermen on 25 February 2021, at which 21 Aldermen were present, Members considered the proposal and commented that there were examples where appointments had not been filled by a Ward and it was possible that, had it been possible to do so, the Alderman of the Ward would have assumed the appointment and been able therefore to contribute from a Ward perspective.
7. The Court of Common Council under urgency procedures subsequently approved that Standing Orders (SO 23) be revised as detailed back to enable the Alderman of the Ward to assume a Ward committee appointment where, for whatever reason, Common Councillor/s are unable to serve.

Revisions to the Court of Common Council's Standing Orders

The revisions to Standing Orders are set out in red text.

23. Ward Committees

1. Ward Committees comprise at least two Aldermen together with a number of Commoners as detailed in Standing Order No. 23(3).
2. The Aldermen shall be appointed on the basis of nominations by the Court of Aldermen (**notwithstanding SO 23(5)**).
3. The Commoners shall be appointed on the basis of:-
 - a. one Member from each Ward (regardless of whether the Ward has sides) having five or fewer Members;
 - b. two Members from each Ward (regardless of whether the Ward has sides) having six or more Members;

c. one Member representing a Ward or Side of Ward that has agreed to pair with another Ward, which is geographically nearby, for the purpose of representation on one or more Ward Committees;

d. up to two Members on the Community and Children's Services Committee from Wards with 200 or more residents.

4. Wards shall choose whether to nominate a Member(s) to serve on each of the several Ward Committees.

5. In the event that a Ward's Common Councillor/s does not wish, for whatever reason, to be nominated to serve on a Ward Committee, the appointment can, if the Ward so chooses and the Alderman is in agreement, be taken by the Alderman of the Ward.

6. After consultation with the Members of their Wards, the Deputy/ies of the Ward shall submit the nominations to the Town Clerk subject to the following:-

a. the term of office of a Member on a Ward Committee is one year;

b. a Member who has served four terms on a Ward Committee, separately or consecutively, is not eligible for appointment for a further term whilst there is a Member of the Ward who has not served and wishes to do so, unless the majority of the Members of the Ward so decide.

7. If a Ward chooses not to nominate a Member(s) (Common Councillors or the Alderman of the Ward) to serve on a Ward Committee, the Town Clerk shall notify the vacancy to all Members and seek nominations prior to the appointment being made by the Court.

RECOMMENDATION

8. We **recommend** that the actions taken under urgency procedures be noted.

All of which we submit to the judgement of this Honourable Court.

DATED this 9th day of March 2021.

SIGNED on behalf of the Committees.

Deputy Catherine McGuinness
Chair, Policy & Resources Committee

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Report – Policy & Resources Committee

Report of Urgent Action Taken: Statues Working Group – Authority to report to Court of Common Council

To be presented on Thursday, 15th April 2021

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

SUMMARY OF ACTION TAKEN

1. On 21 January 2021, the Policy & Resources Committee considered the recommendations of the Tackling Racism Taskforce, which had been set up in June 2020 and tasked to consider what the City of London Corporation currently did to tackle racism in all its forms and to assess whether any further action could be undertaken. One aspect of these proposals related to the statues of William Beckford and Sir John Cass within the Guildhall and proposed their removal. This included the establishment of an officer working group, which would be led by City Arts Initiative members, and which would report to Policy & Resources Committee and Culture, Heritage & Libraries Committee, to manage the transferal of these items. At this stage, all recommendations were approved.
2. Subsequent to this, at its February meeting, the Policy & Resources Committee discussed the matter and felt that the Working Group would be better as a Member/Officer working group, reporting directly to the Court, and with its membership drawn from wider Court. The Court of Common Council considered and made appointments at its March meeting and, following expressions of interest from the full Court, the Policy & Resources Committee did the same on 11 March.
3. The full composition and Terms of Reference of the Working Group are as follows:

Terms of reference

- a) To consider and fully evaluate a wide range of options for addressing concerns relating to the Guildhall statues of William Beckford and Sir John Cass;
- b) To provide by the end of September 2021 a full report to the Court, setting out the options considered, the evaluations of those options and recommendations to the Court.

NB - until the Court has considered the report of the Statues Working Group and agreed how to proceed with these statues, no further action be taken or commitment made in relation to them.

Composition

- Five Members elected by the Policy & Resources Committee (one of whom shall be the Chair of the Culture, Heritage & Libraries Committee);
 - Munsur Ali
 - Mary Durcan
 - Sheriff Christopher Hayward
 - Deputy Wendy Hyde (Chair of Culture, Heritage and Libraries)
 - William Upton QC

 - Five Members elected by the Court of Common Council, as follows:-
 - Doug Barrow
 - Ann Holmes
 - Jeremy Simons
 - James Tumbridge
 - Mark Wheatley

 - Two Officers appointed by the Town Clerk, as follows:-
 - John Barradell
 - Anne Bamford
4. Following the Member appointments to the Working Group, the approval of the Court was required pursuant to Standing Order 9(2) to allow the new body to report directly to the Court (and not via the Policy & Resources Committee).
5. Given the Court's familiarity with the proposed reporting arrangements when making appointments at its March meeting, together with the keen interest amongst Members for the Group to be established swiftly and allow for prospective meetings to be arranged, it was considered that delaying a further month until the April Court meeting to ratify this procedural matter was neither pragmatic or in the interests of the efficient conduct of business.
6. The approval of the Court was, therefore, sought and obtained under urgency procedures to formalise the reporting arrangements of the Working Group, pursuant to SO9(2), to allow it to report directly to the Court of Common Council as envisaged and agreed by Policy & Resources and communicated to the wider Court ahead of the March elections.

RECOMMENDATION

7. We **recommend** that the actions taken under urgency procedures be noted.

All of which we submit to the judgement of this Honourable Court.

DATED this 17th day of March 2021.

SIGNED on behalf of the Committee.

Deputy Catherine McGuinness
Chair, Policy & Resources Committee

Report – Finance Committee

Report of Urgent Action Taken: City Fund 2021/22 Budget – Minor Technical Correction

To be presented on Thursday, 16th April 2021

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

SUMMARY OF ACTION TAKEN

1. On 4 March 2021, the Court of Common Council approved the recommendations of your Finance Committee in setting the City Fund Budget for the coming year. As is customary, the totality of the required resolution was articulated in a specific appendix (listed as Appendix H, attached), which the Court was asked to agree (and on which basis it subsequently approved the budget for the forthcoming year).
2. Unfortunately, an administrative error meant that the resolution submitted by the Chamberlain for approval was not entirely updated correctly to reflect the position presented in the covering report to both the Finance Committee and the Court (and already approved by the former). Specifically, there were two minor elements of the resolution (paragraphs 8 and 10, relating to the levy on vacant dwellings and the Council Tax Reduction, respectively) where there were minor discrepancies in wording.
3. Paragraph 8 had the more substantive amendment required insofar as the paragraph should have shown an additional category, covering properties vacant for over 10 years, where there should have been a levy of 300%.
4. For the Council Tax Reduction (paragraph 10), the amendment was strictly limited to presentational wording but the opportunity was sought to correct this at the same time as making the correction to paragraph 8, so as to ensure consistency between the Court report and the final resolution.
5. The amendments to both paragraphs are marked in the attached revised Appendix (H), using red text and strikethrough to indicate additions and deletions.
6. The Court of Common Council subsequently approved under urgency the amendments at paragraphs 8 and 10 of the Court's resolution (Appendix H) concerning the City Fund Budget, as approved at the 4 March 2021 Court of Common Council meeting.
7. Urgency procedures were used as the process to issue 2021/22 Council Tax bills was required to take place speedily to ensure the calculations were correct and

bills could be issued on time. In addition, the Council Tax decisions were required to be published within 21 days from the decision-making date; delay until the 15 April 2021 Court meeting was, therefore, not possible. Finally, it was also considered important to correct an administrative error swiftly, so as to ensure consistency between the proposal outlined within the Court report (which was correct) and the resolution outlined at Appendix H to the Court report (which was incorrect) and avoid potential confusion over the coming period.

RECOMMENDATION

8. We **recommend** that the action taken be noted.

All of which we submit to the judgement of this Honourable Court.

DATED this 16th day of March 2021.

SIGNED on behalf of the Committee.

Jeremy Paul Mayhew
Chairman, Finance Committee

Appendix H below.

City Fund 2021/22 Budget Report and Medium-Term Financial Strategy including Non Domestic Rates and Council Taxes for the Year 2021/22 – AMENDMENTS IN RED TEXT BELOW (see paragraphs 8 and 10)

Resolution by the Court of Common Council

1. It is recommended that for the 2021/22 financial year the Court of Common Council approves:
 - the Premium multiplier on the Non-Domestic Rate and Small Business Rate multipliers be set at £0.008 to enable the City to continue to support the City of London Police, security and contingency planning activity within the Square Mile at an enhanced level;
 - an increase of 3% in the ‘relevant basic amount’ of Council Tax to £952.91 based on a 3% increase for Adult Social Care for a Band D property (excluding the GLA precept);
 - the overall financial framework and the revised Medium-Term Financial Strategy for the City Fund; and
 - the City Fund Net Budget Requirement of £161,559,574

Council Tax

2. It be noted that in 2012 the Finance Committee delegated the calculation of the Council Tax Base to the Chamberlain and the Chamberlain has calculated the following amounts for the year 2021/22 in accordance with Section 31B of the Local Government Finance Act 1992:
 - (a) 8,169.64 being the amount calculated by the Chamberlain (as delegated by the Finance Committee), in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as the City’s Council Tax Base for the year; this amount includes a calculation of the amount of council tax reduction; and
 - (b) Parts of Common Council’s Area

Inner Temple	Middle Temple	City excl. Temples (special expense area)
85.39	61.11	8,023.14

being the amounts calculated by the Chamberlain, in accordance with the Regulations, as the amounts of the City's Council Tax Base for the year for dwellings in those parts of its area to which the special items relate.

3. For the year 2021/22 the Common Council determines, in accordance with Section 35(2)(d) of the Local Government Finance Act 1992, that any expenses incurred

by the Common Council in performing in a part of its area a function performed elsewhere in its area by the Sub-Treasurer of the Inner Temple and the Under Treasurer of the Middle Temple shall not be treated as special expenses, apart from the amount of £20,807,000 being the expenses incurred by the Common Council in performing in the area of the Common Council of the City of London the City highways, street cleansing, waste collection and disposal, road safety, drains and sewer functions.

4. That the following amounts be now calculated by the Common Council for the year 2021/22 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992:

- | | |
|--------------------|--|
| (a) £477,493,000 | Being the aggregate of the amounts which the Common Council estimates for the items set out in Section 31A(2) (a) to (f) of the Act, including the local precepts issued by the Inner and Middle Temples |
| (b) £469,708,068 | Being the aggregate of the amounts which the Common Council estimates for the items set out in Section 31A(3) (a) to (d) of the Act; |
| (c) 7,784,932 | Being the amount by which the aggregate at 4(a) above exceeds the aggregate at 4(b) above, calculated by the Common Council, in accordance with Section 31A(4) of the Act, as its council tax requirement for the year; |
| (d) £952.91 | Being the amount of 4(c) above, divided by the amount at 2(a) above, calculated by the Common Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year; |
| (e) £21,186,928.70 | Being the aggregate amount of all special items referred to in Section 34(1) of the Act, including the local precepts issued by the Inner and Middle Temples; |
| (f) £1,640.46 | Being the amount at 4(d) above less the result given by dividing the amount at 4(e) above by the amount at 2(a) above, calculated by the Common Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council |

Tax for the year for dwellings in those parts of its area to which no special item relates.

(g) Parts of Common Council's Area

Inner Temple	Middle Temple	City excl. Temples (special expense area)
£	£	£
952.91	952.91	952.91

being the amounts given by adding to the amount at 4(f) above the amounts of the special item or items relating to dwellings in those parts of the Common Council's area mentioned above divided in each case by the amount at 2(b) above, calculated by the Common Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one of the special items relate; and

(h) Council Tax Valuation Bands

Valuation Bands	Inner Temple	Middle Temple	City excluding Temples (special expense area)
	£	£	£
A	635.27	635.27	635.27
B	741.15	741.15	741.15
C	847.03	847.03	847.03
D	952.91	952.91	952.91
E	1,164.67	1,164.67	1,164.67
F	1,376.43	1,376.43	1,376.43
G	1,588.18	1,588.18	1,588.18
H	1,905.82	1,905.82	1,905.82

being the amounts given by multiplying the amounts at 4(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which, in that proportion, is applicable to dwellings listed in valuation band D, calculated by the Common Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

5. It be noted that for the year 2021/22 the Greater London Authority has proposed the following amounts in precepts issued to the Common Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

<u>Valuation Bands</u>	<u>Precepting Authority</u>
	Greater London Authority
	£
A	64.35
B	75.08
C	85.80
D	96.53
E	117.98
F	139.43
G	160.88
H	193.06

6. Having calculated the aggregate in each case of the amounts at 4(h) and 5 above, the Common Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby proposes the following amounts as the amounts of Council Tax for the year 2021/22 for each of the categories of dwelling as shown below:

Council Tax Valuation Bands Inclusive of GLA Precept

Valuation Bands	Inner Temple	Middle Temple	City excluding Temples (special expense area)
	£	£	£
A	699.62	699.62	699.62
B	816.23	816.23	816.23
C	932.83	932.83	932.83
D	1,049.44	1,049.44	1,049.44
E	1,282.65	1,282.65	1,282.65
F	1,515.86	1,515.86	1,515.86
G	1,749.06	1,749.06	1,749.06
H	2,098.88	2,098.88	2,098.88

7. The Common Council of the City of London hereby determines that the following amounts of discount be awarded:

- i. dwellings in Class B as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992 should be nil;
 - ii. dwellings in Class C as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992:
 - (a) in the case of a vacant dwelling that has been such for a continuous period of less than 6 months ending immediately before the day in question: should be nil;
 - (b) in the case of a vacant dwelling that has been such for a continuous period of 6 months or more: should be nil;
 - iii. dwellings in Class D as defined in the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003 prescribed by the Secretary of State under the provisions of Section 11A of the Local Government Finance Act 1992 should be nil;
 - iv. care leavers within the City up to the age of 25, under Section 13A(1)(c) of the Local Government Finance Act 1992 subject to liability considerations should be 100%; and
 - v. discretionary discounts up to 100% under Section 13A(1)(c) of the Local Government Finance Act 1992 to provide council tax support in exceptional circumstances as agreed by the Finance Committee at its meeting in November 2017.
8. The Common Council of the City of London determines that for 2021/22 a long-term empty property premium is levied under the provisions of Section 11B of the Local Government Finance Act 1992 at the maximum rate in accordance with legislation. ~~(For 2021/22 this will result in an additional levy of 100% i.e. a council tax charge of 200% for applicable vacant dwellings empty over 2 years but empty less than 5 years. An additional levy of 200% i.e. a council tax charge of 300% will be applicable for dwellings empty over 5 years).~~
- For 2021/22 this will result in an additional levy depending on how long the applicable vacant dwelling has been empty for:
- i. 2 or more years, but less than 5 years, a levy of 100%, (i.e. a charge of 200%)
 - ii. 5 or more years, but less than 10 years, a levy of 200%, (i.e. a charge of 300%)
 - iii. 10 or more years, a levy of 300% (i.e. a charge of 400%).
9. The Common Council of the City of London hereby determines that its relevant basic amount of council tax for 2021/22, calculated in accordance with Section 52ZX of the Local Government Finance Act 1992 is not excessive in accordance with the Referendums Relating to Council Tax Increases (Principles) (England) Report 2021/22.

Council Tax Reduction (formerly Council Tax Benefit)

10. It be noted that at the Court of Common Council meeting in January 2017 Members approved the Council Tax Reduction Scheme for 2017/18 ~~and future years to be the same as the scheme for 2016/17~~. There ~~were~~ have been no proposals to make any specific amendments to the Council Tax Reduction Scheme ~~since it was originally set for that or future years~~, beyond keeping the scheme in line with the National Housing Benefit Scheme.

Effectively, therefore, the City's Local Council Tax Reduction Scheme for 2021/22 will remain the same as was administered in ~~previous years 2017/18, 2018/19, 2019/20 and 2020/21~~ subject to the annual uprating of non-dependent income and deductions, and income levels relating to Alternative Council Tax Reduction, or any other uprating as it applies to working age claimants, adjusted in line with inflation levels by reference to relevant annual uprating in the Housing Benefit Scheme or The Prescribed Council Tax Reduction Scheme for Pensioners.

Non-Domestic Rates

11. The Common Council of the City of London being a special authority in accordance with Section 144(6) of the Local Government Finance Act 1988 hereby sets for the chargeable financial year beginning with 1st April 2021, a Non-Domestic Rating Multiplier of 0.520 and a Small Business Non-Domestic Rating Multiplier of 0.507 in accordance with Part II of the Schedule 7 of the said Act. (Both multipliers are inclusive of the City business rate premium of 0.008).
12. In addition, the levying by the Greater London Authority of a Business Rate Supplement in 2021/22 of 0.020 (i.e. 2.0p in the £) on hereditaments with a rateable value greater than £70,000, to finance its contribution to Crossrail, be noted.
13. A copy of the said Council Taxes and the Non-Domestic Rating Multipliers, signed by the Town Clerk, be deposited in the offices of the Town Clerk in the said City, and advertised within 21 days from the date of the Court's decision, in at least one newspaper circulating in the area of the Common Council.

Capital Expenditure and Financing for the Year 2021/22

Having considered the circulated report, we further recommend that the Court passes a resolution in the following terms: -

14. The City Fund capital budget is approved, and its final financing be determined by the Chamberlain, apart from in regard to any possible borrowing options.
15. For the purpose of Section 3(1) of the Local Government Act 2003, for the financial years 2021/22 to 2023/24, the Court of Common Council hereby determines that at this stage the amount of money (referred to as the "Authorised Limit"), which is the maximum amount which the City may have outstanding by way of external borrowing, shall be £411,300,000.
16. For the purpose of Section 21(A) of the Local Government Act 2003, for the financial year 2021/22, the Court of Common Council hereby determines that the

prudent amount of Minimum Revenue Provision is £1,100,000 using the asset life method over the useful economic life of the relevant assets and which equals the amount of deferred income released from the premiums received for the sale of long leases in accordance with the Minimum Revenue Provision Policy at Appendix E.

17. Any potential external borrowing requirement and associated implications will be subject to a further report to Finance Committee and the Court of Common Council.
18. The Chamberlain be authorised to lend surplus monies on the basis set out in the Annual Investment Strategy, with an absolute limit of £500m for maturities in excess of 365 days.
19. The following Prudential Indicators be set:

	2021/22	2022/23	2023/24
Estimates of the ratio of financing costs to net revenue stream:			
HRA	0.24	0.30	0.35
Non-HRA	-0.27	-0.30	-0.32
Total	-0.23	-0.25	-0.26
Estimates of Capital Expenditure	£m	£m	£m
HRA	65.125	32.398	0.000
Non-HRA	179.993	201.331	232.469
Total	245.118	233.729	232.469
Estimates of Capital Financing Requirement – underlying need to borrow	£m	£m	£m
HRA	19.227	29.746	28.211
Non-HRA	104.755	232.140	270.860
Total	123.982	261.886	299.071
	Period 2021/22 to 2023/24 £m		
Gross Debt	13.302		
Capital Financing Requirement – underlying need to borrow	299.071		

Prudential indicators for affordability, prudence, capital expenditure and external debt:

TREASURY MANAGEMENT INDICATORS	2019/20	2020/21	2021/22	2022/23	2023/24
	actual	probable outturn	estimate	estimate	estimate
	£m	£m	£m	£m	£m
Authorised Limit for external debt -					
Borrowing	145.3	164.9	224.0	361.0	399.1
other long-term liabilities	13.8	13.7	13.5	13.4	12.2
TOTAL	159.1	178.6	237.5	375.3	411.3
Operational Boundary for external debt -					
Borrowing	45.3	64.9	124.0	261.0	299.1
other long-term liabilities	13.8	13.7	13.5	13.4	12.2
TOTAL	59.1	78.6	137.5	275.3	311.3
Actual external debt*	0	0	-	-	-
Upper limit for total principal sums invested for over 365 days (per maturity date)	£300m	£500m	£500m	£500m	£500m

Maturity structure of borrowing during 2021/22	upper limit	lower limit
- under 12 months	50%	0%
- 12 months and within 24 months	50%	0%
- 24 months and within 5 years	50%	0%
- 5 years and within 10 years	75%	0%
- 10 years and above	100%	0%

Local Indicator focusing on revenue reserves:

	2019/20	2020/21	2021/22	2022/23
Times cover on unencumbered revenue reserves	(1.8)	6.2	5.0	2.6
<i>At this time last year</i>	<i>(3.8)</i>	<i>0.1</i>	<i>N/a</i>	<i>-</i>

Other Recommendations

- The Treasury Management Strategy Statement and Annual Investment Strategy 2021/22 are endorsed.

21. The Chamberlain's assessment of the robustness of budgets and the adequacy of reserves and contingencies is endorsed.

Report – City Remembrancer

Measures introduced into Parliament which may have an effect on the work and services provided by the City Corporation

To be presented on Thursday, 15th April 2021

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

Bills

Date in force

Covert Human Intelligence Sources (Criminal Conduct) Act 2021 1st March 2021

The Act makes provision for the authorisation of criminal conduct by a covert human intelligence source (CHIS). It inserts new provisions into the Regulation of Investigatory Powers Act 2000 which enable officers of certain public authorities, including designated officers of the City of London Police, to grant a criminal conduct authorisation to a CHIS. The Act's substantive provisions will be brought into effect by regulations which have yet to be made.

Statutory Instruments

The Restriction of Public Sector Exit Payments (Revocation) Regulations 2021 No. 197 19th March 2021

These Regulations revoke the Restriction of Public Sector Exit Payments Regulations 2020, which imposed a cap of £95,000.00 on relevant exit payments by local authorities. Under these Regulations, where a local authority reduced the amount of an exit payment as a result of the operation of the cap, whether this was paid to a person or a relevant public sector scheme, it must pay an amount (including interest) such that the recipient of the capped payment is treated as if the cap had never applied. These Regulations apply to the City of London Police and the Common Council in its capacity as a local authority, police authority or port health authority.

The Business Tenancies (Protection from Forfeiture: Relevant Period) (Coronavirus) (England) Regulations 2021 No. 283 31st March 2021

The Coronavirus Act provides that a right of re-entry or forfeiture under a relevant business tenancy for non-payment of rent, may not be enforced for a specified period. This period has been extended from its original end date of 30 June 2020 by a series of Regulations. These Regulations now extend the end of the period from 31 March 2021 to 30 June 2021.

The Coronavirus Act 2020 (Residential Tenancies: Protection from Eviction) (Amendment) (England) Regulations 2021 No. 284

31st March 2021

The Coronavirus Act 2020 provided that, during a specified period, landlords are required to provide at least three months' notice of intention to seek possession of housing let under a Rent Act 1977 protected or statutory tenancy, a secure tenancy, a flexible tenancy, an assured tenancy, an assured shorthold tenancy, an introductory tenancy or a demoted tenancy let by a local authority or housing action trust. Previous Regulations extended the end of the specified period from 30 September 2020 to 31 March 2021 and suspended the three months' notice requirement where the landlord is seeking possession on grounds related to anti-social behaviour. These Regulations extend the end of the specified period from 31 March to 31 May 2021.

The Public Health (Coronavirus) (Protection from Eviction) (England) (No. 2) (Amendment) Regulations 2021 No. 362

30th March 2021

These Regulations extend provisions in previous Coronavirus Regulations and prevent, except in specified circumstances, attendance at a dwelling-house for the purpose of executing a writ or warrant of possession or delivering a notice of eviction. The specified circumstances are where the court is satisfied that the claim is against trespassers who are persons unknown or where it was made wholly or partly on the grounds of anti-social behaviour, nuisance, domestic abuse in social tenancies, false statements, substantial rent arrears exceeding 6 months' rent or, in cases where the person attending is satisfied that the dwelling-house is unoccupied at the time of attendance, the death of the occupant. The amended Regulations will expire at the end of 31st May 2021.

The Health Protection (Coronavirus, Restrictions) (Steps) (England) Regulations 2021 No. 364

29th March 2021

These Regulations impose restrictions on gatherings and businesses in England, according to a system of three "Steps", in order to implement the Government's "roadmap out of lockdown" into law. The restrictions are at their most severe in Step 1 which, under the Regulations, currently applies to every area of England. The restrictions on businesses include the closure of certain businesses, and restrictions on the service of food and drink for consumption on the premises of a business. The Regulations also impose restrictions on leaving the United Kingdom without a reasonable excuse. The need for the restrictions in these Regulations must be reviewed by the Secretary of State every 35 days.

(The text of the measures and the explanatory notes may be obtained from the Remembrancer's Office.)

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

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

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