



## General Purposes Committee of Aldermen

**Date:** TUESDAY, 8 FEBRUARY 2022

**Time:** 10.45 am

**Venue:** HYBRID COMMITTEE ROOMS 3 AND 4, WEST WING, GUILDHALL -  
ACCESSIBLE REMOTELY

**Members:** Alderman Sir David Wootton (Chairman)  
Alderman Sir William Russell (Deputy Chairman)  
The Rt Hon. The Lord Mayor Vincent Thomas Keaveny  
Alderman Ian Luder  
Alderman Sir Alan Yarrow  
Alderman Nick Anstee  
Alderman Sir Charles Bowman  
Alderman Sir Peter Estlin  
Alderman & Sheriff Nicholas Lyons  
Alderman & Sheriff Alison Gowman  
Alderman David Graves  
Alderman John Garbutt  
Alderman Timothy Hailes  
Alderman Professor Michael Mainelli  
Alderman Baroness Scotland  
Alderman Robert Howard  
Alderman Alastair King  
Alderman Gregory Jones QC  
Alderman Prem Goyal  
Alderman Professor Emma Edhem  
Alderman Robert Hughes-Penney  
Alderwoman Susan Langley  
Alderman Bronek Masojada  
Alderman Sir Andrew Parmley

**Enquiries:** Gemma Stokley  
[gemma.stokley@cityoflondon.gov.uk](mailto:gemma.stokley@cityoflondon.gov.uk)

### **Public access to the hybrid meeting**

Members of the public may observe this hybrid public meeting at the link below:

<https://youtu.be/wHfhJ8piyCo>

A recording of the public element of the meeting will be available via the above link following the end of the meeting and will be accessible for up to one municipal year. Please note: online meeting records do not constitute the formal minutes of a meeting: minutes are written and are accessible 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**

# AGENDA

## Part 1 - Public

1. **APOLOGIES**

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

3. **CITY & GUILDS PRESENTATION - KIRSTIE DONNELLY**

Kirstie Donnelly to provide an update to the Committee on the work of the City & Guilds Group.

**For Information**

4. **MINUTES**

To approve the public minutes and non-public summary of the previous meeting of the General Purposes Committee of Aldermen held on 7 December 2021.

**For Decision**  
(Pages 7 - 14)

5. **COMMITTEE APPOINTMENTS 2022/2023**

To approve the Aldermanic nominations for appointments onto the City Corporation's committees in 2022/2023.

**For Decision**  
(Pages 15 - 30)

6. **APPOINTMENT - BRIDEWELL ROYAL HOSPITAL**

To consider the appointment of an Alderman to fill the vacancy due to arise on Bridewell Royal Hospital in March 2022.

**For Decision**

7. **REVIEW OF WAIVER FOR GUILDS AND LIVERY COMPANIES - CONDUCT OF VIRTUAL BUSINESS**

A report of the Town Clerk relative to the conduct of virtual business by Livery Companies and Guilds.

To agree and to make recommendation thereon to the Court of Aldermen.

**For Decision**  
(Pages 31 - 32)

**8. AMENDMENT TO THE COURT OF ALDERMEN'S STANDING ORDERS**

A report of the Town Clerk in respect of a change to the Court of Aldermen's Standing Orders.

To agree and to make recommendation thereon to the Court of Aldermen.

**For Decision**  
(Pages 33 - 50)

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

**10. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

**11. EXCLUSION OF THE PUBLIC**

MOTION - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

**For Decision**

**Part 2 - Non-Public**

**12. NON-PUBLIC MINUTES**

To approve the non-public minutes of the previous meeting of the General Purposes Committee of Aldermen held on 7 December 2021.

**For Decision**  
(Pages 51 - 54)

**13. NON-PUBLIC OUTSTANDING ACTIONS LIST**

To note the non-public outstanding actions in respect of the General Purposes Committee of Aldermen's work programme.

*Outstanding Actions list to follow*

**For Information**

**14. MINUTES - MAGISTRACY AND LIVERY SUB (GENERAL PURPOSES) COMMITTEE**

To note the minutes of the previous meeting of the Magistracy and Livery Sub (General Purposes) Committee held on 16 December 2021.

**For Information**  
(Pages 55 - 60)

**15. AMENDMENT TO TERMS OF REFERENCE - MAGISTRACY AND LIVERY SUB-COMMITTEE**

A report of the Town Clerk relative to revisions to the terms of reference of the Magistracy and Livery Sub-Committee.

To agree and make recommendation thereon to the Court of Aldermen.

**For Decision**  
(Pages 61 - 74)

**16. LORD MAYOR'S SHOW - UPDATE**

The Chair of the Lord Mayor's Show Ltd to be heard.

**For Information**

**17. UNITED GUILDS DONATION 2022**

The Remembrancer to be heard.

**For Decision**

**18. FORTHCOMING EVENTS**

To note the lists of forthcoming events and hospitality to be managed by the Events Teams at Mansion House and Guildhall (Remembrancer's Department).

**For Information**  
(Pages 75 - 78)

**19. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

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

**Confidential**

**21. CONFIDENTIAL ITEM: UPDATE ON PROPOSALS FOR THE ORGANISATIONAL DESIGN OF THE OFFICE OF THE LORD MAYOR AND MANSION HOUSE**

The Chairman to be heard.

**For Information**

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**GENERAL PURPOSES COMMITTEE OF ALDERMEN**  
**Tuesday, 7 December 2021**

Minutes of the hybrid meeting of the General Purposes Committee of Aldermen held in Committee Rooms 3 & 4, 2nd Floor, West Wing, Guildhall and on Microsoft Teams on Tuesday, 7 December 2021 at 11.00 am

**Present**

**Members:**

Alderman Sir David Wootton (Chairman)  
The Rt Hon. The Lord Mayor Vincent Thomas Keaveny  
Alderman Ian Luder  
Alderman Sir Alan Yarrow  
Alderman Sir Andrew Parmley  
Alderman Sir Charles Bowman  
Alderman Sir Peter Estlin  
Alderman & Sheriff Nicholas Lyons  
Alderman & Sheriff Alison Gowman  
Alderman David Graves  
Alderman Timothy Hailes  
Alderman Professor Michael Mainelli  
Alderman Baroness Scotland  
Alderman Robert Howard  
Alderman Alastair King  
Alderman Gregory Jones QC  
Alderman Prem Goyal  
Alderman Professor Emma Edhem  
Alderman Robert Hughes-Penney  
Alderman Bronek Masojada

**Officers:**

John Barradell	- Town Clerk and Chief Executive
Lorraine Brook	- Town Clerk's Department
Rhiannon Leary	- Town Clerk's Department
Caroline Al-Beyerty	- The Chamberlain
Michael Cogher	- Comptroller and City Solicitor
Paul Double	- City Remembrancer
Paul Wright	- Deputy Remembrancer
Caroline Jack	- Executive Director, Private Secretary to the Lord Mayor
Tim Wainwright	- Mansion House
Jason Esi	- Communications
Aqib Hussain	- Chief Operating Officer's Department

*[Maggie Berry, Director of Heart of the City was also present at the meeting for item 4.]*

1. **APOLOGIES**

Apologies for absence were received from Aldermen Nicholas Anstee, John Garbutt, Susan Langley and William Russell.

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

There were no declarations.

3. **MINUTES**

The Committee considered the minutes of the last meeting of the General Purposes Committee of Aldermen held on 19<sup>th</sup> October 2021.

The Chairman then took the opportunity to congratulate Alderman Gregory Jones on becoming a Distinguished Visiting Fellow at St Stephen's House, University of Oxford.

**Matters Arising**

***Electoral Registration and deadline for entry onto the ward Lists*** All Aldermen were encouraged to profile the registration period and encourage business voters and residents to submit their registration requests in good time ahead of close of play on 16<sup>th</sup> December 2021. In response to a question regarding registration levels to date, the Town Clerk confirmed that the data suggested that we were ahead of where we were last year. With regards to non-responder lists which had been provided to each Member, concerns were expressed regarding the data which was significantly out of date and it this ultimately hampered all efforts to enhance registration, particularly amongst City businesses.

A query was raised regarding registration by a business even though the premises was currently vacated due to refurbishment. The Comptroller and City Solicitor advised that if people could demonstrate that their principle place of work (irrelevant of work from home) was in the City, registration was permitted.

***Draft Bill for an Act of Common Council***

It was noted that the draft Bill, which had been circulated by the Town Clerk ahead of the meeting, would be submitted to the Policy and Resources Committee on 16<sup>th</sup> December 2021 and thereafter submitted to the Court of Common Council in January for it's first and second readings. As Members were aware, the Bill would address both the issue of eligibility to be an Alderman and also enhance the number of Aldermen who could preside over Aldermanic elections in place of the Lord Mayor, as appointed Aldermanic Representatives. Some concern was raised about the proposed Bill and whether this would result in opening up eligibility to such a degree that any person could stand for election. The Comptroller and City Solicitor commented that the proposals were intended to formalise the Law Officers' opinions on these issues, but that further political and policy debate could take place.

In response to a query about potential ambiguity in the Bill around qualification, Mr Remembrancer commented that the Bill confirmed the Law Officers' opinion



on this matter. Following some discussion there was some uncertainty about whether something was being changed or simply clarified in terms of the current legal position. It was suggested therefore that the following points should be addressed, and clarification provided, by the Law Officers: (i) what are the criteria to be an Alderman and (ii) does that outcome reflect the political will of the Court/City Corporation about who should be eligible?

**RESOLVED:** - That the minutes of the last meeting of the General Purposes Committee of Aldermen held on 19<sup>th</sup> October 2021 be approved as an accurate record of the meeting.

4. **PRESENTATION - HEART OF THE CITY**

Maggie Berry (Director, Heart of the City) provided an update for the Committee on the current priorities for Heart of the City.

Members were advised about Heart of the City's new climate action course for small and medium sized business (SMEs) operating in the Square Mile, free to SMEs and funded by the City of London Corporation. Members were advised that 69% of SMEs did not know how to measure their carbon footprint so there was a vital role to be played in supporting SME's to address what they are doing to mitigate climate change. This included the support of large City-based businesses to help the SME community and supply chains to achieve the net zero target. It was noted that Climate for SMEs: 4 Steps to Action was intended to get SMEs ready to start their net zero journey in four modules with workshops and insight sessions introducing them to sustainability and climate change experts to guide them so they could develop a net zero action plan and make a commitment to being net zero by 2040. Businesses with less than 250 employees that were based in or had substantial operations in the City of London were eligible to sign up to the course. Members were advised that information about the climate course was available to share online at <https://theheartofthecity.com/spread-the-word/> and applications to join the course could be made via [theheartofthecity.com](https://theheartofthecity.com).

In response to a query about the number of SMEs that were signed up, Ms Berry commented that details could be circulated after the meeting. It was noted that some SMEs had signed up but fell into the category of not being located in the City but having more than 50% of their operations in the City. Having outlined the SME outreach activity that had already been undertaken, Ms Berry invited all Aldermen to help Heart of the City reach all SMEs in their Wards, particularly as this would be an on-going campaign and SMEs could sign up for the programme at any time. Currently 40 businesses were signed up to commence the programme in the new year. Heart of the City was also keen to know what climate related issues SMEs were facing and how the organisation might be able to assist.

An Alderman enquired about engagement with trade bodies such as UK Finance, the Investment Association, PIMFA and PFS and, in response, Aldermen were asked to provide introductions to relevant trade bodies. The Chairman commented that, in order to assist Heart of the City, it would be useful to know what businesses were in each Ward and which were already

registered so a targeted approach could be made, noting GDPR considerations. This flow of information and accurate data would be helpful for all parties and beyond the climate piece. It was noted that a good dialogue was in place with the Electoral Registration Team around data sharing.

With regards to future regulatory requirements, a query was raised about how Heart of the City was keeping abreast of on-going changes and future formal requirements, so it could be a useful conduit for SMEs. Ms Berry confirmed that Heart of the City was working closely with an engaged group of corporate ambassadors and SMEs to ensure that all businesses could be equipped ahead of time.

There was some discussion about the need to engage larger City businesses in this activity so they could champion the commitment to achieving net zero and actively promote the toolkit and, if desirable, bespoke programmes across supply chains throughout the UK. It was noted that the climate action toolkit was free to all businesses and Heart of the City was happy to work with larger business to develop bespoke programmes. Toolkit and information to be shared with all aldermen.

The Chairman thanked Ms Berry for her presentation and requested that the Town Clerk circulate the relevant presentation materials and other useful information to all Aldermen.

**5. APPOINTMENT TO POLICY AND RESOURCES COMMITTEE**

The Committee considered the appointment of Alderman and Sheriff Nicholas Lyons to serve on the Policy and Resources Committee.

**Resolved:-** That Alderman and Sheriff Nicholas Lyons to serve on the Policy and Resources Committee henceforth.

**6. REPORT OF ACTION TAKEN - EXTENSION TO WAIVER: LIVERY COMPANIES AND GUILDS**

The Committee received a report of action taken by the Town Clerk, in consultation with the Chairman of the General Purposes Committee of Aldermen and the Chairman of the Court of Aldermen, in accordance with Standing Order No. 46 (Court of Aldermen), relative to an extension to the waiver previously issued by the Court of Aldermen to enable Livery Companies and Guilds to conduct their business on a virtual basis until 31 March 2022.

It was noted that in relation to this matter an item had been placed on the agenda at item 16. However, the Magistracy and Livery Sub-Committee would be reviewing the position at its next meeting on 16<sup>th</sup> December 2021 and thereafter the General Purposes Committee would consider future guidance to the Livery and Guilds in respect of the conduct of their business beyond 31 March 2022.

**Resolved:-** That –

- (i) the report of action taken be noted; and

(ii) the Committee note that the longer-term position in respect of the conduct of Livery Company and Guild business beyond 31<sup>st</sup> March 2022 shall be considered at the next meeting of the General Purposes Committee of Aldermen on 8<sup>th</sup> February 2022.

7. **REPORT OF ACTION TAKEN: WORSHIPFUL COMPANY OF DYERS - SUPPLEMENTAL CHARTER**

The Committee received a report of action taken by the Town Clerk, in consultation with the Chairmen and Deputy Chairmen of the General Purposes Committee of Aldermen and the Magistracy and Livery Sub-Committee, and the Chairman of the Court of Aldermen, in accordance with Standing Order No. 46 (Court of Aldermen), relative to approval of a Supplemental Charter and a Schedule to the Supplemental Charter for the Worshipful Company of Dyers.

**Resolved:-** That the report of action taken be noted.

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

There were no questions.

9. **MAYORAL AND SHRIEVAL EXPENSES - APPOINTMENT OF THE ALDERMANIC DEPUTATION 2022-23**

The Committee considered appointments to the Mayoral and Shrieval Expenses – Aldermanic Deputation for 2022/2023.

**Resolved:-** That Alderman Sir David Wootton (Chairman, General Purposes Committee of Aldermen), Alderman William Russell (Deputy Chairman, General Purposes Committee of Aldermen) and Alderman Sir Andrew Parmley (Chairman, Nominations Committee of Aldermen) be appointed to serve on the Mayoral and Shrieval Expenses – Aldermanic Deputation for 2022/2023.

10. **LIVERY CLOTH - AWARD OF ANNUAL GRANT**

The Committee considered the award of the annual Livery Cloth grant.

**Resolved:-** That the annual Livery Cloth grant of £1,700 be awarded to Providence Row.

11. **FUTURE MEETING MANAGEMENT ARRANGEMENTS**

The Chairman sought the views of the Committee in respect of its future meeting arrangements, specifically whether Members wished to continue the current practice of holding public meetings of the General Purposes Committee of Aldermen and the Court of Aldermen on a hybrid basis (with physical or virtual participation by Members). Those present expressed support for a continuation of the current arrangements, as provided for in the Court of Aldermen's Standing Orders.

**Resolved:-** That, following a review by the General Purposes Committee of Aldermen, public meetings of the General Purposes Committee of Aldermen and the Court of Aldermen shall continue to operate on a hybrid basis with either physical or virtual participation by Members.

12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was no other business.

13. **EXCLUSION OF THE PUBLIC**

**Resolved:-** That, in accordance with the Court of Aldermen's Disclosure Arrangement (Standing Order 25), the public shall be excluded from the meeting for the following items of business on the grounds that the Chairman and Deputy Chairman of the General Purposes Committee of Aldermen have determined, having had due regard to the Disclosure Arrangement, that disclosure should not be permitted.

14. **NON-PUBLIC MINUTES**

The Committee considered the non-public minutes of the last meeting of the General Purposes Committee of Aldermen held on 19<sup>th</sup> October 2021.

**Resolved:-** That the non-public minutes of the last meeting of the General Purposes Committee of Aldermen held on 19<sup>th</sup> October 2021 be approved as an accurate record of the meeting.

15. **NON-PUBLIC OUTSTANDING ACTIONS LIST**

The Committee considered the Non-Public Outstanding Actions List which had been updated since the last meeting on 19<sup>th</sup> October 2021.

**Resolved:-** That –

1. the Non-Public Outstanding Actions List be noted; and
2. that completed items be removed from the list.

16. **REVIEW OF WAIVER: CONDUCT OF VIRTUAL BUSINESS BY LIVERY COMPANIES AND GUILDS**

The Chairman advised the Committee that the Magistracy and Livery Sub-Committee would review the issue of conduct of virtual business at its next meeting on 16<sup>th</sup> December 2021 and thereafter the General Purposes Committee would consider future guidance to the Livery and Guilds in respect of the conduct of their business beyond 31 March 2022.

**NOTED.**

17. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

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

With the Chairman's consent, one item of urgent business was considered whilst the public were excluded.

19. **CONFIDENTIAL ITEM: PROPOSALS FOR THE ORGANISATIONAL DESIGN OF THE OFFICE OF THE LORD MAYOR AND MANSION HOUSE**

The Committee considered and approved a confidential report of the Executive Director, Private secretary to the Lord Mayor relative to proposals for the organisational design of the Office of the Lord Mayor and Mansion House.

**Resolved:-** That the report be approved.

**The meeting ended at 12.22 pm**

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Chairman

**Contact Officer: Lorraine Brook**  
**E: [lorraine.brook@cityoflondon.gov.uk](mailto:lorraine.brook@cityoflondon.gov.uk)**

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<b>Committee(s)</b>	<b>Date:</b>
General Purposes Committee of Aldermen	8 <sup>th</sup> February 2022
<b>Subject:</b> Committee Appointments 2022/2023	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Decision</b>
<b>Report Author:</b> Gemma Stokley, Acting Principal Committee and Member Services Manager	

## Summary

The purpose of this report is to agree nominations for the appointment of Aldermen on City of London Corporation committees for 2022/2023, as of 21<sup>st</sup> April 2022.

The Committee reviewed the arrangements for appointing Aldermen onto the City of London Corporation's committees at its meeting on 3<sup>rd</sup> December 2013 and agreed that all Junior Aldermen should continue, in so far as is possible, to serve for a two-year period on each of the committees. There continues to be widespread agreement that whilst retaining the two-year rotation arrangement there should be some flexibility to ensure that, where junior Aldermen have an interest in specific areas, this shall be taken into account within the appointment process. Additionally, as it is not desirable for a committee to lose two or more Aldermen at the same time (where both / all come to the end of their two-year service), at least one term shall be extended for a year in order to provide continuity. In 2017, the Committee agreed that appointments in respect of the City of London's independent schools should, where practically possible, be made for no less than four years to ensure continuity and reflect the level of induction required by those appointed to serve as Governors. On this occasion, this has proven to be impractical and it is recommended that the practice of four-yearly terms cease (but be applied by exception).

With regard to the historic requirement that nominations to the Policy & Resources Committee, the Finance Committee and the Planning & Transportation Committee should include at least one Senior Alderman, the meeting on 3<sup>rd</sup> December 2013, agreed that greater flexibility should be introduced, but also agreed that the Senior Alderman Below the Chair (SABTAC) should continue to have served on the Policy & Resources Committee and the Finance Committees. In respect of those committee appointments where it is stipulated that a senior Alderman be appointed, often alongside a number of junior Aldermen to ensure a mixture of junior and senior Aldermen, it was agreed that this practice should, where possible, continue.

With the Committee's consent, the nominations will now be submitted to the Court of Common Council for approval on 15<sup>th</sup> April 2021.

As a result of the Governance Review process, it should be noted that Aldermanic appointments are no longer required in respect of the Markets Committee, which will cease to operate as a Ward Committee and will instead become a much smaller body, elected directly by the Court of Common Council.

Following the creation of the BHE Board in 2021, you are also reminded that provision was made for two Aldermen to be appointed to the Board by the Court of Aldermen for a four-year term. Alderman and Sheriff Alison Gowman and Alison Emma Edhem were appointed and therefore continue to have three years of their term to serve

## **Recommendations**

Members are asked to:

- (i) consider and approve those nominations set out below and authorise submission of the agreed nominations to the Court of Common Council at its meeting on 21<sup>st</sup> April 2022, excluding the appointments to the Honourable the Irish Society which will be settled on 10<sup>th</sup> March 2022; and
- (ii) delegate authority to the Chairman and Deputy Chairman of the General Purposes Committee of Aldermen to approve any necessary revisions to the list of appointments.

## **Main Report**

1. The suggested nominations for 2022/23 are set out below.
2. The list does not include any other appointments made directly by the Court of Common Council which will continue in 2022/23. Whilst the list does not detail any sub-committee appointments, the full list of 2021/22 committee appointments held by each Alderman is set out at Appendix B for information.
3. The number in brackets refers to the length of service that will have been completed at the end of 2022/23.
4. As per previous years, appointments to The Committee of Aldermen to Administer the Sir William Coxen Trust Fund are in accordance with the objectives of the Charity.
5. Appointments to the Markets Committee are no longer required, following implementation of the Governance Review. There is the possibility that further changes may arise as a result of the Governance Review at a later date, as a consequence of the Court of Common Council's decision to ask its committees to review their own compositions more generally. These would need to be addressed should or when they arise; however, at the current point in time, it is only the Markets Committee to which Aldermanic appointments have been altered.



6. The proposed Aldermanic committee appointments for 2022/23 are set out at **Appendix A**. The full list of committee appointments held by each Alderman in 2021/22 is set out in **Appendix B**.
7. It should be noted that a total of nine Aldermanic elections are anticipated during the course of 2022. It is, therefore, expected that appointments will need to be revisited during the year to take into account changes in the composition of the Court of Aldermen (dependent on the outcomes of those elections).

## **Conclusion**

8. Members are asked to consider and approve those nominations set out in Appendix A and authorise submission of the agreed nominations to the Court of Common Council at its meeting on 21<sup>st</sup> April 2022; and to delegate authority to the Chairman and Deputy Chairman of the General Purposes Committee of Aldermen to approve any necessary revisions to the list of appointments ahead of submission to the Court of Common Council.

## **Appendices**

- Appendix A - Proposed 2022/2023 committee appointments for each Aldermen.
- Appendix B - Full list of 2021/22 committee appointments held by each Alderman.

### **Contact Officer:**

**Gemma Stokley**

Town Clerk's Department

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**PROPOSED COMMITTEE APPOINTMENTS 2022/2023**

**Alderman Vincent Keaveny (The Rt. Hon. the Lord Mayor) (3)**

- Policy and Resources Committee (Ex-officio)
- Gresham Committee (City Side) (Ex-officio)
- Board of Governors of the City of London School (6)

**Alderman Ian Luder (2)**

- Policy and Resources Committee (6)
- Planning and Transportation Committee (1)

**Alderman Nicholas Anstee (0)**

**Alderman Sir David Hugh Wootton (3)**

- Policy and Resources Committee (12)
- Planning and Transportation Committee (4)
- Freedom Applications Committee (8)

**Alderman Sir Alan Yarrow (0)**

**Alderman Sir Andrew Parmley (1)**

- Gresham Committee (City Side) (3)

**Alderman Sir Charles Bowman (2)**

- Establishment Committee (5)
- Livery Committee (2) (*1<sup>st</sup> 3-year term as of 2020, subject to election by Common Hall. Eligible for re-election for a further 3-year term in 2023*).

**Alderman Peter Estlin (3)**

- Finance Committee (4)
- Livery committee (2) (*1<sup>st</sup> 3-year term as of 2020, subject to election by Common Hall. Eligible for re-election for a further 3-year term in 2023*)
- The Committee of Aldermen to Administer the Sir William Coxen Trust Fund (1)

**Alderman William Russell (2)**

- Freedom Applications Committee (1)
- Governor of the Honourable the Irish Society (1) (*3-year term until March 2024*).

**Alderman and Sheriff Alison Gowman (1)**

- Bridge House Estates Board (2)

**Alderman David Graves (2)**

- City of London Freeman's School (2)
- Culture, Heritage and Libraries Committee (2)

**Alderman John Garbutt (2)**

- The Committee of Aldermen to Administer the Sir William Coxen Trust Fund (2)
- Gresham Committee (City Side) (2)

**Alderman Timothy Hailes (2)**

- Policy and Resources Committee (5)
- Board of Governors of the City of London School for Girls (1)

**Alderman Professor Michael Mainelli (1)**

- Culture, Heritage and Libraries Committee (2)

**Alderman the Baroness Patricia Scotland (1)**

- Policy and Resources Committee (*Life Peer*)

**Alderman Robert Howard (3)**

- City of London Freeman's School (3)
- Board of Governors of the City of London School for Girls (2)
- The Honourable the Irish Society (1) (*to expire in March 2024*)

**Alderman Alastair King (2)**

- Community & Children's Services Committee (2)
- Planning and Transportation Committee (2)

**Alderman Gregory Jones (2)**

- Community and Children's Services (1)
- The Honourable the Irish the Society (3) (*to expire in March 2023*)

**Alderman and Sheriff Nicholas Lyons (SABTAC) (3)**

- Policy and Resources Committee (1)
- Epping Forest and Commons Committee (2)
- The Committee of Aldermen to Administer the Sir William Coxen Trust Fund (2)

**Alderman Prem Goyal (2)**

- Epping Forest and Commons Committee (2)
- Port Health and Environmental Services Committee (1)

**Alderman Robert Hughes-Penney (2)**

- Finance Committee (2)
- The Committee of Aldermen to Administer the Sir William Coxen Trust Fund (2)

**Alderman Professor Emma Edhem (2)**

- Finance Committee (2)
- Bridge House Estates Board (2)

**Alderwoman Sue Langley (2)**

- Port Health and Environmental Services Committee (2)
- Finance Committee (1)

**Alderman Broniek Masojada (2)**

- Planning and Transportation Committee (2)
- The Committee of Aldermen to Administer the Sir William Coxen Trust Fund (4) [*Chairman*]

DRAFT

Full list of committee appointments 2021/2022 held by each Alderman

<p>The Rt Hon. The Lord Mayor, Vincent Keaveny</p>	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Barbican Centre Board</li> <li>• Board of Governors of the Guildhall School of Music and Drama</li> <li>• Education Board</li> <li>• Education Strategy Working Party</li> <li>• Gresham (City Side) Committee (<i>Ex-Officio Member</i>)</li> <li>• Lord Mayor's Show Ltd</li> <li>• Mayoralty Visits Advisory Committee</li> <li>• Policy and Resources Committee (<i>Ex-Officio Member</i>)</li> <li>• The City Bridge Trust Committee (<i>Ex-Officio Member</i>)</li> </ul>
<p>Ian David Luder JP BSc</p>	<ul style="list-style-type: none"> <li>• Audit and Risk Management Committee (Deputy Chairman)</li> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Capital Buildings Committee</li> <li>• Magistracy and Livery Sub-Committee</li> <li>• Nominations Sub Committee of the Audit and Risk Management Committee (Chairman)</li> <li>• Open Spaces and City Gardens</li> <li>• Open Spaces and City Gardens - Finsbury Circus Garden Reinstatement Working Group</li> <li>• Policy and Resources Committee</li> <li>• Resource Allocation Sub (Policy &amp; Resources) Committee</li> <li>• Standards Appeals Committee</li> <li>• West Ham Park Committee</li> <li>• The Committee of Aldermen to Administer the Sir William Coxen Trust Fund</li> </ul>

Nicholas Anstee	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> </ul>
Sir David Hugh Wootton	<ul style="list-style-type: none"> <li>• Capital Buildings Committee</li> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Courts Sub (Policy and Resources) Committee (Deputy Chairman)</li> <li>• Freedom Applications Committee (Chairman)</li> <li>• Hospitality Working Party of the Policy and Resources Committee</li> <li>• Magistracy and Livery Sub-Committee</li> <li>• Mayoralty and Shrievalty Allowances - Joint Deputation of Representatives of the Court of Aldermen, the Policy &amp; Resources Committee and the Finance Committee</li> <li>• Mayoral Visits Advisory Committee (Chairman)</li> <li>• Planning and Transportation Committee</li> <li>• Policy and Resources Committee</li> <li>• Public Relations and Economic Development Sub (Policy &amp; Resources) Committee</li> <li>• Resource Allocation Sub (Policy and Resources) Committee</li> <li>• Senior Remuneration Sub-Committee</li> </ul>
Sir Roger Gifford	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Mayoralty and Shrievalty Allowances - Joint Deputation of Representatives of the Court of Aldermen, the Policy &amp; Resources Committee and the Finance Committee</li> <li>• Port Health and Environmental Services Committee</li> </ul>
Sir Alan Colin Drake Yarrow	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> </ul>

<p>Sir Andrew Charles Parmley MusM Hon FGS</p>	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Gresham (City Side) Committee</li> <li>• Mayoralty Visits Advisory Committee</li> <li>• Standards Appeals Committee</li> <li>• The Committee of Aldermen to Administer the Sir William Coxen Trust Fund</li> </ul>
<p>Sir Charles Edward Beck Bowman</p>	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Establishment Committee</li> <li>• Livery Committee</li> <li>• Magistracy and Livery Sub-Committee</li> </ul>
<p>Sir Peter Estlin</p>	<ul style="list-style-type: none"> <li>• Education Board</li> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Finance Committee</li> <li>• Digital Services Sub (Finance) Committee (Deputy Chairman)</li> <li>• Efficiency and Performance Sub (Finance) Committee</li> <li>• Livery Committee</li> </ul>
<p>William Russell</p>	
<p>Vincent Thomas Keaveny</p>	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Board of Governors of the City of London School</li> <li>• Bursary Committee of the Board of Governors of the City of London School</li> <li>• Freedom Applications Committee</li> </ul>

	<ul style="list-style-type: none"> <li>• Governance Committee of the Board of Governors of the City of London School</li> <li>• Homelessness and Rough Sleeping Sub-Committee</li> <li>• Hospitality Working Party of the Policy and Resources Committee</li> <li>• Policy and Resources Committee</li> <li>• Public Relations and Economic Development Sub (Policy and Resources) Committee</li> <li>• Resource Allocation Sub (Policy and Resources) Committee</li> <li>• Lord Mayor's Show Ltd</li> <li>• The Emanuel Hospital Management Sub (General Purposes Committee of Aldermen) Committee</li> </ul>
Alison Gowman	<ul style="list-style-type: none"> <li>• Capital Buildings Committee</li> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Corporate Asset Sub (Finance) Committee</li> <li>• Investment Committee</li> <li>• Police Authority Board</li> <li>• Lord Mayor's Show Ltd</li> <li>• Professional Standards and Integrity Committee of the City of London Police Authority Board</li> <li>• Property Investment Board</li> <li>• Social Investment Board (appointed by CBT)</li> <li>• Homelessness and Rough Sleeping Sub (Community and Children's Services) Committee</li> <li>• Streets and Walkways Sub (Planning and Transportation) Committee (Ex-Officio Member)</li> <li>• The City Bridge Trust Committee</li> <li>• Markets Committee</li> <li>• Magistracy and Livery Sub-Committee (Chair)</li> <li>• Remuneration Committee of the Board of Governors of the Museum of London</li> </ul>
David Andrew Graves	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Barbican Centre Board</li> </ul>



	<ul style="list-style-type: none"> <li>• Community &amp; Children's Services Committee</li> <li>• Safeguarding Sub (Community and Children's Services) Committee</li> <li>• Cultural Strategy Working Group</li> <li>• Education Strategy Working Group</li> <li>• Housing Management and Almshouses Sub (Community and Children's Services) Committee</li> <li>• Magistracy and Livery Sub-Committee (Deputy Chairman)</li> <li>• Markets Committee</li> </ul>
John Garbutt	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> </ul>
Timothy Russell Hailes JP	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Courts Sub (Policy and Resources) Committee</li> <li>• Lord Mayor's Show Ltd</li> <li>• Magistracy and Livery Sub-Committee</li> <li>• City of London Police Authority Board</li> <li>• Performance and Resource Management Committee of the City of London Police Authority Board</li> <li>• Economic Crime Committee of the City of London Police Authority Board</li> <li>• Member Development Steering Group</li> <li>• Policy and Resources Committee</li> <li>• City Grants Education Spending (Policy and Resources and education Board) Working Party</li> <li>• Public Relations and Economic Development Sub (policy and Resources) Committee</li> <li>• The Committee of Aldermen to Administer the Sir William Coxen Trust Fund</li> </ul>
Sheriff Professor Michael Raymond Mainelli FCCA FCSI FBCS	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Assessment Sub (Standards) Committee</li> <li>• Courts Sub (Policy and Resources) Committee (<i>Ex-Officio Member</i>)</li> </ul>

	<ul style="list-style-type: none"> <li>• Dispensations Sub (Standards) Committee</li> <li>• Gresham (City Side) Committee</li> <li>• Hearing Sub (Standards) Committee</li> <li>• Lord Mayor's Show Ltd</li> <li>• Outside Bodies Sub (Policy and Resources) Committee</li> <li>• Standards Committee</li> <li>• The Emanuel Hospital Management Sub (General Purposes Committee of Aldermen) Committee</li> </ul>
The Rt Hon the Baroness Patricia Scotland of Asthal, QC	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Policy and Resources Committee (<i>Ex-Officio Member: Life Peer</i>)</li> </ul>
Robert Picton Seymour Howard	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Culture, Heritage and Libraries Committee</li> <li>• Education Board</li> <li>• Epping Forest &amp; Commons Committee</li> <li>• Financial Investment Board</li> <li>• Investment Committee</li> <li>• Board of Governors of the City of London Freeman's School</li> <li>• Board of Trustees of the City of London Academies Trust</li> </ul>
Alastair John Naisbitt King, MSc	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Culture, Heritage and Libraries Committee</li> <li>• Community and Children's Services Committee</li> <li>• The Emanuel Hospital Management Sub (General Purposes Committee of Aldermen) Committee</li> </ul>
Gregory Jones QC	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> </ul>

	<ul style="list-style-type: none"> <li>• Court of Common Council</li> <li>• Benefices Sub (Culture, Heritage &amp; Libraries) Committee</li> <li>• Courts Sub (Policy and Resources) Committee</li> <li>• Finance Committee</li> <li>• Hampstead Heath, Highgate Wood and Queen's Park Committee</li> <li>• Housing Delivery Programme Working Group</li> <li>• Port Health and Environmental Services Committee</li> <li>• Procurements Sub (Finance) Committee</li> <li>• Professional Standards and Integrity Committee of the City of London Police Authority Board</li> <li>• Standards Appeals Committee</li> <li>• The Emanuel Hospital Management Sub (General Purposes Committee of Aldermen) Committee</li> </ul>
Nicholas Stephen Leland Lyons	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Education Board</li> <li>• Efficiency and Performance Sub (Finance) Committee</li> <li>• Finance Committee</li> <li>• Lord Mayor's Show Ltd</li> </ul>
Prem Goyal	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Audit and Risk Management Committee</li> <li>• Board of Governors of the City of London School for Girls</li> <li>• Finance and Estates (City of London School for Girls) Sub-Committee</li> <li>• Finance Committee</li> <li>• Financial Investment Board</li> <li>• Hampstead Heath, Highgate Wood and Queen's Park Committee</li> <li>• Investment Committee</li> <li>• Magistracy and Livery Sub-Committee</li> </ul>

	<ul style="list-style-type: none"> <li>• Nominations Sub (Audit and Risk Management) Committee</li> <li>• Property Investment Board</li> <li>• Public Relations and Economic Development Sub (Policy and Resources) Committee</li> <li>• The Committee of Aldermen to Administer the Sir William Coxen Trust Fund</li> <li>• The Emanuel Hospital Management Sub (General Purposes Committee of Aldermen) Committee</li> </ul>
Professor Emma Edhem	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Board of Governors of the City of London School for Girls</li> <li>• Economic Crime Committee of the Policy Authority Board</li> <li>• Finance and Estates Sub (City of London School for Girls) Committee</li> <li>• Planning and Transportation Committee</li> <li>• City of London Police Authority Board</li> <li>• Professional Standards and Integrity Committee of the City of London Police Authority Board</li> <li>• Tackling Racism task Force</li> </ul>
Robert Charles Hughes-Penney	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Burnham Beeches and Stoke Common Consultation Group</li> <li>• Epping Forest and Commons Committee</li> <li>• Financial Investment Board</li> <li>• Investment Committee</li> <li>• Planning and Transportation Committee</li> <li>• Social Investment Board</li> </ul>
Susan Langley	<ul style="list-style-type: none"> <li>• Court of Aldermen</li> <li>• Court of Common Council</li> <li>• Assessment Sub (Standards) Committee</li> <li>• Dispensations Sub (Standards) Committee</li> </ul>

	<ul style="list-style-type: none"><li>• Hearing Sub (Standards) Committee</li><li>• Standards Committee</li><li>• The City Bridge Trust Committee</li><li>• Planning and Transportation Committee</li></ul>
Bronek Masojada	<ul style="list-style-type: none"><li>• Court of Aldermen</li><li>• Court of Common Council</li><li>• Community and Children’s Services Committee</li><li>• Board of Governors of the City of London Freeman’s School</li><li>• Homelessness and Rough Sleeping Sub-Committee</li><li>• Social Investment Board</li><li>• The Committee of Aldermen to Administer the Sir William Coxen Trust Fund (Chairman)</li></ul>

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<b>Committee</b> General Purposes Committee of Aldermen	<b>Date:</b> 8 February 2022
<b>Subject:</b> Guidance for Liveries and Guilds – Conduct of Virtual Business	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Decision</b>
<b>Report author:</b> Rhiannon Leary, Town Clerk’s Department	

## Summary

1. This report sets out the current practice in respect of the decision-making processes of Livery Companies and Guilds, specifically in relation to the conduct of virtual meetings. Members are asked to agree an extension to the guidance currently in place in relation to the conduct of Guild and Livery Company business until 31 October 2022.

## Main Report

2. Ordinarily, the general expectation of the Court of Aldermen, as outlined in the guidance issued on the formation of new guilds or companies, would have been that all Guild or Company business should be conducted within the City boundaries. However, given the Government’s advice on social distancing and the introduction of periods of national lock-down as of March 2020, refreshed guidance for the Livery and Guilds regarding the conduct of company business, including court meetings and the binding of apprentices, was agreed by the General Purposes Committee and the Court of Aldermen in late March 2020. That guidance confirmed that Livery and Guild business could be conducted virtually and would be valid. Furthermore, it was proposed and agreed on 28 April 2021, by the General Purposes Committee of Aldermen and the Court of Aldermen, that the guidance in place in relation to the conduct of Guild and Livery Company business should be extended.
3. This matter was further considered under the Court of Aldermen’s urgency procedures (Standing Order 42) in November, on the basis that further clarification had been requested by the Livery about the Court of Aldermen’s expectations and that the General Purposes Committee of Aldermen would not meet before 7 December 2021. It was subsequently agreed on 8 November 2021, by the Town Clerk following consultation with the Chairmen of the General Purposes Committee of Aldermen and the Court of Aldermen, that the guidance in place in relation to the conduct of Guild and Livery Company business would be extended until 31 March 2022.

### **Current position**

4. Feedback received from the Livery has been overwhelmingly positive about the benefits of conducting business virtually, including increased recruitment and retention of members as well as greater participation in the Company's activities: both those of a business nature and social events. Clarity has been sought by the Livery, consequently, in relation to the possible continuation of virtual meetings.

### **Recommendations**

- i) that, insofar as the Ordinances or By-Laws of any Company with Livery, Company without Livery or Guild contain restrictive or prescriptive provisions as to the location and timing of any meeting, election, installation or admission of any members or officers, the Court of Aldermen agrees to allow any reasonable variation to such provisions, to be determined by the Guild or Livery company concerned and to be valid until 31 October 2022;
- ii) that in particular, procedures adopted on the occasion of the binding of apprentices may be conducted virtually, subject to the requirement for the indentures to be entered within six months of the decision being taken in the Books of the Chamberlain of London;
- iii) that the General Purposes Committee of Aldermen review the decision in due course and consider the future position in respect of the conduct of Guild and Livery Company business, noting that more flexible ways of working are now bedded into most business practices.

### **Contact**

#### **Rhiannon Leary**

Executive Officer to the Court of Aldermen

Town Clerk's Department

[rhiannon.leary@cityoflondon.gov.uk](mailto:rhiannon.leary@cityoflondon.gov.uk)

NB: Relevant background papers are available upon request.



# Agenda Item 8

<b>Committee(s)</b>	<b>Dated:</b>
General Purposes Committee of Aldermen	8 February 2022
<b>Subject:</b> Revisions to the Court of Aldermen's Standing Orders	<b>Public</b>
<b>Report of:</b> The Town Clerk	<b>For Decision</b>
<b>Report authors:</b> Rhiannon Leary, Town Clerk's Department	

## Summary

Following a recent review by the Town Clerk of the Court of Aldermen's Standing Orders, revisions are now proposed to SO.33, 35 and 36 to reflect current practice in terms of the administrative process in relation to Aldermanic attendance at the Judges' lunches at the Central Criminal Court.

**Recommendation:** that the proposed revisions to the Court of Aldermen's Standing Orders, as set out in Appendix 2, be agreed by the General Purposes Committee of Aldermen and a recommendation thereon be submitted to the Court of Aldermen.

## Background

1. The Court of Aldermen's Standing Orders document is publicly available on the City Corporation's webpages at:  
<https://www.cityoflondon.gov.uk/assets/About-us/court-of-aldermens-standing-orders-july-2021.pdf>
2. The Town Clerk's Department, in conjunction with the Comptroller & City Solicitor's Department has recently reviewed the Court of Aldermen's Standing Orders and suggested that revisions be made to SO.33, 35 and 36 as set out in Appendix 2.
3. The updated Standing Orders of the Court of Aldermen, subject to the Committee's consent, and that of the Court of Aldermen thereafter, is set out in Appendix 2.

## Proposal

4. Members are asked to review the proposed revisions to the Standing Orders document and any additional amendments, to ensure that the Court of Aldermen's Standing Orders are up to date. If agreed, the General Purposes Committee of Aldermen shall thereafter make recommendation to the Court of Aldermen for approval and publication of the revised Standing Orders.

**Contact:**

Rhiannon Leary  
Executive Officer to the Court of Aldermen  
Town Clerk's Department  
[rhiannon.leary@cityoflondon.gov.uk](mailto:rhiannon.leary@cityoflondon.gov.uk)

**Court of Aldermen's Standing Orders (Current)**

**THE COURT OF ALDERMEN'S STANDING ORDERS**

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**MEETING OF THE COURT**

1. Unless the Lord Mayor directs otherwise, meetings of the Court of Aldermen will be held on Tuesdays at twelve-thirty in the afternoon.
2. The Lord Mayor or their locum tenens, together with 10 Aldermen, shall be a quorum.
3. Where a physical meeting of the Court takes place, no person shall be allowed to stand in the passage leading from the door to the bar during the sitting of the Court; witnesses and petitioners attending the Court shall be allowed to take seats at the table. All other persons will be required to take their places in the public gallery.
4. Meetings of the Court of Aldermen are not limited to a meeting of participants all of whom, are physically present in the same appointed place. A meeting of the Court of Aldermen may take place on a virtual or hybrid basis whereby participants may attend and participate in a meeting by electronic means, including by telephone conference, video conference and live interactive streaming. An individual Member attends virtually if all the following conditions are satisfied:
  - a. the member can hear and where practicable see, and be heard and where practicable seen, by the other members in attendance; and

- b. the member can hear and where practicable see, and be heard and where practicable seen, by any witnesses and petitioners in attendance; and
  - c. the member can be heard and where practicable seen by any members of the public observing the meeting.
5. If connectivity issues arise at a virtual or hybrid meeting and a member's connectivity temporarily fails, the meeting can continue so long as it remains quorate and that member will have the ability to continue engaging in that particular item and allowed to vote on said item.
6. Where practicable, not less than five working days' notice shall be given of a meeting of the Court of Aldermen.
7. All meetings of the Court of Aldermen shall, unless otherwise directed by the Lord Mayor, be accessible to the public either as a physical meeting, a virtual meeting or a hybrid meeting.

### **COMMITTEES**

8. There shall be two Standing Committees of the Court of Aldermen, namely, a Committee for Nominations to the Shrievalty and Mayoralty (Nominations Committee of Aldermen)<sup>1</sup> and a Committee for General Purposes (General Purposes Committee of Aldermen).
9. The Lord Mayor for the time being and all the Aldermen shall be members of both the Nominations Committee of Aldermen and the General Purposes Committee of Aldermen.
10. Unless the Chairman, or in their absence the Deputy Chairman or the Senior Alderman, directs otherwise, meetings of the Committees of the Court shall be held on the same day as the meetings of the Court of Aldermen.
11. Each Committee shall elect a Chairman for the year ensuing, by ballot, at the meeting held in July each year from among the Aldermen who have passed the Chair, nominations being sent, in writing, to the Town Clerk at least eight clear days before the meeting for inclusion in the agenda for the meeting.
12. With effect from December 2018, the term of office of the Chairman of the General Purposes Committee of Aldermen shall be restricted to not more than five years, except where a vacancy for the Chairmanship of the Nominations Committee of Aldermen occurs at the same time at which point the Chairman shall be eligible to serve for a further one year with the Committee's consent.
13. With effect from July 2019, the term of office of the Chairman of the Nominations Committee of Aldermen shall be restricted to not more than five years.

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<sup>1</sup> Known as the Privileges Committee of Aldermen prior to 09/02/21

14. The General Purposes Committee of Aldermen shall elect a Deputy Chairman for the year ensuing, by ballot, at the meeting in July each year from among the Aldermen who have passed the Chair except for the Lord Mayor at the time and the Chairman and Deputy Chairman of the Nominations Committee of Aldermen. Nominations shall be sent, in writing, to the Town Clerk at least eight clear days before the meeting for inclusion in the agenda for the meeting.
15. The Nominations Committee of Aldermen shall elect a Deputy Chairman for the year ensuing, by ballot, at the meeting in July each year from among the Aldermen who have passed the Chair except for the Lord Mayor at the time and the Chairman and Deputy Chairman of the General Purposes Committee of Aldermen. Nominations shall be sent, in writing, to the Town Clerk at least eight clear days before the meeting for inclusion in the agenda for the meeting.
16. With effect from July 2019, the term of office for the Deputy Chairman of each standing committee shall be restricted to not more than five years.
17. The Chairman and in their absence the Deputy Chairman of each of the standing Committees shall have a second or casting vote.
18. In any case where both the Chairman and Deputy Chairman shall not be present at any meeting, the Senior Alderman present shall be Chairman for that meeting.
19. Each Committee shall be summoned under the directions of the Chairman whenever in their judgement the business shall render it necessary: or upon requisition to him/her by three members of the Court, provided they have business to lay before the Committee. The nature of the business requested shall be stated in the requisition and shall appear on the summons.
20. The quorum of a Committee shall be three members.
21. Meetings of the Standing Committees of the Court of Aldermen, or any sub-committees, are not limited to a meeting of participants all of whom are physically present in the same appointed place. A meeting of the Standing committees, or any sub-committees, may also take place on a virtual or hybrid basis whereby participants may attend and participate in a meeting by electronic means, including by telephone conference, video conference and live interactive streaming (where the meeting is to be public). An individual Member attends virtually at any time if all the following conditions are satisfied:
  - a. the Member can hear and where practicable see, and be heard and where practicable seen, by the other members in attendance; and
  - b. the Member can hear and where practicable see, and be heard and where practicable seen, by any witnesses and petitioners in attendance; and
  - c. the Member can be heard and where practicable seen by any members of the public observing the meeting.

22. All meetings of the Nominations Committee of the Court of Aldermen shall, unless otherwise directed by the Court of Aldermen, be held in private.
23. All meetings of the Committee for General Purposes (General Purposes Committee of Aldermen) shall, unless otherwise determined in accordance with Standing Order 25, be held in public.
24. Where practicable, not less than five working days' notice shall be given of a meeting of the Committee for General Purposes (General Purposes Committee of Aldermen).
25. In accordance with the Court of Aldermen's Disclosure Arrangement (*appended*), the business of the General Purposes Committee of Aldermen (including access to meetings, agendas, reports and minutes) will be available to the public except where it is determined by the Chairman and Deputy Chairman of the General Purposes Committee of Aldermen that, having had due regard to the Disclosure Arrangement, disclosure should not be permitted. The Committee may revisit any such disclosure determination.
26. All meetings of any of the Standing Committee's sub-committees shall, unless otherwise directed by the Court of Aldermen, be held in private.

#### **BILLS AND ACCOUNTS**

27. No bill or account exceeding £5,000 shall be paid by the Chamberlain without the special direction of the Court, unless the subject matter of the bill or account has been approved by, or on behalf of the Court.

#### **PETITIONS AND MOTIONS**

28. Notice of all petitions or memorials intended to be presented to the Court of Aldermen (and by whom) shall be submitted to the Town Clerk's office at least ten clear days before the Court at which they are intended to be presented. Notice of the subject of such petitions or memorials shall be inserted in the summons for the meeting of the Court.
29. All notices of motions to be discussed shall be submitted to the Town Clerk's office at least ten clear days before the next Court of Aldermen and shall be inserted, subject to the order of the Lord Mayor, in the summons for the Court. Consideration of all motions of which notice has not been given in the summons shall be adjourned (without debate) till the next Court.

#### **CITY'S CASH**

30. As often as there shall be occasion for any committee of this Court to disburse or to contemplate the disbursement of any sum of money exceeding £5,000 out of the Chamber, the

Court shall be first consulted and its assent given, unless the matter in question has been delegated to either a Committee or an officer of the Court of Aldermen.

31. Any question proposed, which may affect the estates or the funds of this City, shall, if not inserted in the summons for the Court (stating the amount in case of a grant of money), be adjourned to the next meeting of the Court.

32. No report from a Committee which recommends the addition of any sum, or sums, of money to the salary of any officer connected with this Court, or any place in the care of this Court shall be considered, unless notice be given on the summons for the Court, stating the additions proposed to be made to the salary.

### **CENTRAL CRIMINAL COURT**

33. It shall be the duty of each Alderman, not excused or exempt, to attend a sitting at the Central Criminal Court, at least one day each month, except August. The Aldermen holding the Office of Lord Mayor or Sheriff shall be exempt. The Town Clerk shall prepare a list showing the dates of each duty and the list shall be circulated to every Alderman

34. Aldermen having undertaken to perform a particular duty shall be held responsible for the performance of that duty. Aldermen on the rota may attend the morning duty, but luncheon and afternoon duty shall be obligatory.

35. The Town Clerk shall prepare a list showing the dates on which rotas shall be completed for each period of six months in the ensuing year, such list to be circulated to every Alderman.

36. The Aldermen shall, at the request of the Town Clerk every six months, choose their respective dates and fill up the rota papers accordingly. The Aldermen, in order of seniority, shall select the days of attendance and fill up the rota. The Town Clerk shall send a copy of the completed rota to every Alderman and the Central Criminal Court.

### **VACANCIES**

37. In the event of the death or resignation of an Alderman, the duties which but for such death or resignation would have been performed by him/her in his/her role as an Alderman (but not as a Chairman or Deputy Chairman of any Committee or any other additional role) shall devolve upon his/her successor, and pending the appointment of his/her successor shall normally be distributed as evenly as possible among the junior members of the Court of Aldermen not on duty upon a rota who shall be held responsible for the due performance thereof.

## **LEAVE OF ABSENCE**

38. It being the custom that Leave of Absence be requested from the General Purposes Committee for periods of more than one month, that when an Alderman has been granted leave of absence, the duties which would have devolved upon them shall be distributed as evenly as possible among the junior members of the Court not on duty upon any rota.

## **THE LATE LORD MAYOR AND LORD MAYOR ELECT**

39. It is not expected that, except in very exceptional circumstance and with the approval of the Lord Mayor in consultation with the Senior Alderman, or in those circumstances otherwise prescribed by the General Purposes Committee of Aldermen, the Late Lord Mayor attend any occasions in a civic capacity until the Easter Banquet of the year following the conclusions of his or her Mayoralty. The Lord Mayor Elect should, from the date of election to taking up the office of Lord Mayor, abide by the same, in so far as the necessary preparations for the assumption of that Office Permit. The rota duties which would otherwise have devolved upon them shall be distributed as evenly as possible among the junior Aldermen not on duty upon any rota. After the Easter Banquet the Late Lord Mayor shall resume their rota duties according to their then seniority in the Court of Aldermen.

## **SHRIEVALTY**

40. The rota duty allotted to an Aldermanic Sheriff shall be performed by the junior members of the Court who are not already on duty.

## **COURT OF COMMON COUNCIL**

41. In addition to the regular summons for a Court of Common Council, a special notice of the meetings of the Court shall be sent by the Hallkeeper to the Aldermen on the rota.

42. Any Alderman who may find it inconvenient to attend his/her duty upon the rota for the Court of Common Council shall obtain a substitute and inform the Town Clerk not less than ten days before the meeting of the Court.



## **LORD MAYOR AND ALDERMEN**

43. The Alderman who is for the time being occupying the Office of Lord Mayor shall not act as a promoter in the incorporation of any company, or accept a new directorship of any company; nor shall they allow their name to appear as a director or proposed director of any company in any prospectus, offer for sale or advertisement, published in connection with the issue or sale to the public of any share or loan capital of that company or with any application for a quotation for or permission to deal in any such share or loan capital in any Stock Exchange and if this standing Order cannot otherwise be complied with they shall vacate their directorship. Provided that this Standing Order shall not apply in respect of any private company or incorporated charity- or save so far as the General Purposes Committee of Aldermen may from time to time otherwise decide- in relation to the share or loan capital of any company of which any shares are for the time being quoted and dealt in on any Stock Exchange.

44. An Alderman shall not, during the tenure of their office, allow themselves to be described as such in connection with the promotion or direction of any Company.

## **OFFICERS**

45. Persons entering the employment of the Court of Aldermen or any of its committees, shall, unless already employed by the City of London Corporation, have a medical assessment by means of a questionnaire (and medical examination if considered necessary by the Physician-in-Charge of the Occupational Health Service or his/her representative).

## **URGENCY POWERS**

46. Where in the opinion of the Town Clerk, urgent matters arise which require a decision before the next meeting of the relevant committee or the Court, the Town Clerk shall refer the matter to the relevant Chairman, or in their absence the Deputy Chairman or in the Deputy Chairman's absence the Senior Alderman, who shall decide whether it is necessary to call a special meeting or, alternatively, to authorise the Officers to act.

## **INELIGIBILITY AND DISQUALIFICATION**

47. Any Aldermen who has a pecuniary interest in any item under discussion, or an interest which would be declarable under the Code of Conduct which regulates the conduct of members in local government, shall forthwith declare their interest and withdraw from the meeting during consideration of that item.

**Court of Aldermen's Standing Orders *(with proposed revisions)***

**THE COURT OF ALDERMEN'S STANDING ORDERS**

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**MEETING OF THE COURT**

1. Unless the Lord Mayor directs otherwise, meetings of the Court of Aldermen will be held on Tuesdays at twelve-thirty in the afternoon.
2. The Lord Mayor or their locum tenens, together with 10 Aldermen, shall be a quorum.
3. Where a physical meeting of the Court takes place, no person shall be allowed to stand in the passage leading from the door to the bar during the sitting of the Court; witnesses and petitioners attending the Court shall be allowed to take seats at the table. All other persons will be required to take their places in the public gallery.
4. Meetings of the Court of Aldermen are not limited to a meeting of participants all of whom, are physically present in the same appointed place. A meeting of the Court of Aldermen may take place on a virtual or hybrid basis whereby participants may attend and participate in a meeting by electronic means, including by telephone conference, video conference and live interactive streaming. An individual Member attends virtually if all the following conditions are satisfied:
  - a. the member can hear and where practicable see, and be heard and where practicable seen, by the other members in attendance; and

- b. the member can hear and where practicable see, and be heard and where practicable seen, by any witnesses and petitioners in attendance; and
  - c. the member can be heard and where practicable seen by any members of the public observing the meeting.
- 5. If connectivity issues arise at a virtual or hybrid meeting and a member's connectivity temporarily fails, the meeting can continue so long as it remains quorate and that member will have the ability to continue engaging in that particular item and allowed to vote on said item.
- 6. Where practicable, not less than five working days' notice shall be given of a meeting of the Court of Aldermen.
- 7. All meetings of the Court of Aldermen shall, unless otherwise directed by the Lord Mayor, be accessible to the public either as a physical meeting, a virtual meeting or a hybrid meeting.

### **COMMITTEES**

- 8. There shall be two Standing Committees of the Court of Aldermen, namely, a Committee for Nominations to the Shrievalty and Mayoralty (Nominations Committee of Aldermen)<sup>2</sup> and a Committee for General Purposes (General Purposes Committee of Aldermen).
- 9. The Lord Mayor for the time being and all the Aldermen shall be members of both the Nominations Committee of Aldermen and the General Purposes Committee of Aldermen.
- 10. Unless the Chairman, or in their absence the Deputy Chairman or the Senior Alderman, directs otherwise, meetings of the Committees of the Court shall be held on the same day as the meetings of the Court of Aldermen.
- 11. Each Committee shall elect a Chairman for the year ensuing, by ballot, at the meeting held in July each year from among the Aldermen who have passed the Chair, nominations being sent, in writing, to the Town Clerk at least eight clear days before the meeting for inclusion in the agenda for the meeting.
- 12. With effect from December 2018, the term of office of the Chairman of the General Purposes Committee of Aldermen shall be restricted to not more than five years, except where a vacancy for the Chairmanship of the Nominations Committee of Aldermen occurs at the same time at which point the Chairman shall be eligible to serve for a further one year with the Committee's consent.
- 13. With effect from July 2019, the term of office of the Chairman of the Nominations Committee of Aldermen shall be restricted to not more than five years.

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<sup>2</sup> Known as the Privileges Committee of Aldermen prior to 09/02/21

14. The General Purposes Committee of Aldermen shall elect a Deputy Chairman for the year ensuing, by ballot, at the meeting in July each year from among the Aldermen who have passed the Chair except for the Lord Mayor at the time and the Chairman and Deputy Chairman of the Nominations Committee of Aldermen. Nominations shall be sent, in writing, to the Town Clerk at least eight clear days before the meeting for inclusion in the agenda for the meeting.
15. The Nominations Committee of Aldermen shall elect a Deputy Chairman for the year ensuing, by ballot, at the meeting in July each year from among the Aldermen who have passed the Chair except for the Lord Mayor at the time and the Chairman and Deputy Chairman of the General Purposes Committee of Aldermen. Nominations shall be sent, in writing, to the Town Clerk at least eight clear days before the meeting for inclusion in the agenda for the meeting.
16. With effect from July 2019, the term of office for the Deputy Chairman of each standing committee shall be restricted to not more than five years.
17. The Chairman and in their absence the Deputy Chairman of each of the standing Committees shall have a second or casting vote.
18. In any case where both the Chairman and Deputy Chairman shall not be present at any meeting, the Senior Alderman present shall be Chairman for that meeting.
19. Each Committee shall be summoned under the directions of the Chairman whenever in their judgement the business shall render it necessary: or upon requisition to him/her by three members of the Court, provided they have business to lay before the Committee. The nature of the business requested shall be stated in the requisition and shall appear on the summons.
20. The quorum of a Committee shall be three members.
21. Meetings of the Standing Committees of the Court of Aldermen, or any sub-committees, are not limited to a meeting of participants all of whom are physically present in the same appointed place. A meeting of the Standing committees, or any sub-committees, may also take place on a virtual or hybrid basis whereby participants may attend and participate in a meeting by electronic means, including by telephone conference, video conference and live interactive streaming (where the meeting is to be public). An individual Member attends virtually at any time if all the following conditions are satisfied:
  - a. the Member can hear and where practicable see, and be heard and where practicable seen, by the other members in attendance; and
  - b. the Member can hear and where practicable see, and be heard and where practicable seen, by any witnesses and petitioners in attendance; and
  - c. the Member can be heard and where practicable seen by any members of the public observing the meeting.

22. All meetings of the Nominations Committee of the Court of Aldermen shall, unless otherwise directed by the Court of Aldermen, be held in private.
23. All meetings of the Committee for General Purposes (General Purposes Committee of Aldermen) shall, unless otherwise determined in accordance with Standing Order 25, be held in public.
24. Where practicable, not less than five working days' notice shall be given of a meeting of the Committee for General Purposes (General Purposes Committee of Aldermen).
25. In accordance with the Court of Aldermen's Disclosure Arrangement (*appended*), the business of the General Purposes Committee of Aldermen (including access to meetings, agendas, reports and minutes) will be available to the public except where it is determined by the Chairman and Deputy Chairman of the General Purposes Committee of Aldermen that, having had due regard to the Disclosure Arrangement, disclosure should not be permitted. The Committee may revisit any such disclosure determination.
26. All meetings of any of the Standing Committee's sub-committees shall, unless otherwise directed by the Court of Aldermen, be held in private.

#### **BILLS AND ACCOUNTS**

27. No bill or account exceeding £5,000 shall be paid by the Chamberlain without the special direction of the Court, unless the subject matter of the bill or account has been approved by, or on behalf of the Court.

#### **PETITIONS AND MOTIONS**

28. Notice of all petitions or memorials intended to be presented to the Court of Aldermen (and by whom) shall be submitted to the Town Clerk's office at least ten clear days before the Court at which they are intended to be presented. Notice of the subject of such petitions or memorials shall be inserted in the summons for the meeting of the Court.
29. All notices of motions to be discussed shall be submitted to the Town Clerk's office at least ten clear days before the next Court of Aldermen and shall be inserted, subject to the order of the Lord Mayor, in the summons for the Court. Consideration of all motions of which notice has not been given in the summons shall be adjourned (without debate) till the next Court.

## CITY'S CASH

30. As often as there shall be occasion for any committee of this Court to disburse or to contemplate the disbursement of any sum of money exceeding £5,000 out of the Chamber, the Court shall be first consulted and its assent given, unless the matter in question has been delegated to either a Committee or an officer of the Court of Aldermen.

31. Any question proposed, which may affect the estates or the funds of this City, shall, if not inserted in the summons for the Court (stating the amount in case of a grant of money), be adjourned to the next meeting of the Court.

32. No report from a Committee which recommends the addition of any sum, or sums, of money to the salary of any officer connected with this Court, or any place in the care of this Court shall be considered, unless notice be given on the summons for the Court, stating the additions proposed to be made to the salary.

## CENTRAL CRIMINAL COURT

33. It shall be the duty of each Alderman, not excused or exempt, to attend a sitting at the Central Criminal Court, at least one day each month, except August. The Aldermen holding the Office of Lord Mayor or Sheriff shall be exempt. The ~~Town Clerk~~ **Central Criminal Court Secretariat supporting the Recorder and Sheriffs** shall prepare a list showing the dates of each duty and the list shall be circulated to every Alderman

34. Aldermen having undertaken to perform a particular duty shall be held responsible for the performance of that duty. Aldermen on the rota may attend the morning duty, but luncheon and afternoon duty shall be obligatory.

35. The ~~Town Clerk~~ **Central Criminal Court Secretariat** shall prepare a list showing the dates on which rotas shall be completed for each period of six months in the ensuing year, such list to be circulated to every Alderman.

36. The Aldermen shall, at the request of the ~~Town Clerk~~ **Central Criminal Court Secretariat** every six months, choose their respective dates and fill up the rota ~~papers-dates~~ accordingly. ~~The Aldermen, in order of seniority, shall select the days of attendance and fill up the rota. The list shall be sent to the senior Aldermen as a group, then to the junior Aldermen as a group, with requested dates being allocated in order of seniority.~~ The ~~Town Clerk~~ **Central Criminal Court Secretariat** shall send a copy of the completed rota to every Alderman and the Central Criminal Court.

## **VACANCIES**

37. In the event of the death or resignation of an Alderman, the duties which but for such death or resignation would have been performed by him/her in his/her role as an Alderman (but not as a Chairman or Deputy Chairman of any Committee or any other additional role) shall devolve upon his/her successor, and pending the appointment of his/her successor shall normally be distributed as evenly as possible among the junior members of the Court of Aldermen not on duty upon a rota who shall be held responsible for the due performance thereof.

## **LEAVE OF ABSENCE**

38. It being the custom that Leave of Absence be requested from the General Purposes Committee for periods of more than one month, that when an Alderman has been granted leave of absence, the duties which would have devolved upon them shall be distributed as evenly as possible among the junior members of the Court not on duty upon any rota.

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