



General Purposes Committee of Aldermen

Date: TUESDAY, 6 DECEMBER 2022
Time: 10.30 am
Venue: HYBRID PUBLIC MEETING (ACCESSIBLE REMOTELY)

Members:

Alderman Sir William Russell (Chairman)	Alderman Gregory Jones KC
Alderman Sir Charles Bowman (Deputy Chairman)	Alderman Prem Goyal
The Rt. Hon. The Lord Mayor, Nicholas Lyons	Alderman Professor Emma Edhem
Alderman Ian David Luder	Alderman Robert Hughes-Penney
Alderman Sir David Wootton	Alderwoman Susan Langley
Alderman Sir Andrew Parmley	Alderman Bronek Masojada
Alderman Sir Peter Estlin	Alderman Alexander Barr
Alderman Vincent Keaveny	Alderman Christopher Makin
Alderman Professor Michael Mainelli	Alderman Tim Levene
Alderman Alison Gowman	Alderwoman Jennette Newman
Alderman Timothy Hailes	Alderman Kawsar Zaman
Alderman Robert Howard	Alderwoman Susan Pearson
Alderman and Sheriff Alastair King DL	

Enquiries: Gemma Stokley
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Accessing the public meeting

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<https://youtu.be/S4LHBwOcwIM>

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John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**
To approve the minutes of the last meeting of the General Purposes Committee of Aldermen held on 18 October 2022.

For Decision
(Pages 7 - 16)
4. **FILM LIAISON OFFICER PRESENTATION**

For Information
5. **ALDERMANIC LIVERY LIAISON SCHEME**
The Chairman of the Livery Committee to be heard.

For Decision
6. **ALDERMANIC APPOINTMENTS**
To consider Aldermanic appointments to:
 - The Magistracy and Livery Sub-Committee; and
 - The Member Development Steering Group – 1 Senior Alderman and 1 Junior Alderman

For Decision
7. **DRAFT HIGH-LEVEL SUMMARY BUSINESS PLAN 2023/24 - MANSION HOUSE & OFFICE OF LORD MAYOR AND SHERIFFS**
Report of the Executive Director & Private Secretary to the Lord Mayor.

For Decision
(Pages 17 - 30)
8. **OUTSTANDING ACTIONS LIST**
To note the outstanding actions in respect of the General Purposes Committee of Alderman's work programme.

For Information
(Pages 31 - 32)
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, 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.

For Decision

Part 2 - Non-Public

12. **NON-PUBLIC MINUTES**

To approve the non-public minutes of the last meeting of the General Purposes Committee of Aldermen held on 18 October 2022.

For Decision
(Pages 33 - 34)

13. **MINUTES OF THE EMANUEL HOSPITAL MANAGEMENT SUB-COMMITTEE**

To receive the minutes of the last meeting of the Emanuel Hospital Management Sub-Committee held on 19 October 2022.

For Information
(Pages 35 - 38)

14. **MINUTES OF THE COMMITTEE OF ALDERMEN TO ADMINISTER THE SIR WILLIAM COXEN TRUST FUND**

To receive the minutes of the last meeting of the Committee of Aldermen to administer the Sir William Coxen Trust Fund held on 11 October 2022.

For Information
(Pages 39 - 42)

15. **MINUTES OF THE MAGISTRACY AND LIVERY SUB-COMMITTEE**

To receive the minutes of the last meeting of the Magistracy and Livery Sub-Committee held on 22 October 2022.

For Information
(Pages 43 - 46)

16. **FINANCE UPDATE ON THE MANAGEMENT FOR THE EMANUEL HOSPITAL (CHARITY REGISTRATION NUMBER 206952)**

Report of the Bridge House Estates & Charities Finance Director.

For Decision
(Pages 47 - 72)

17. **MANSION HOUSE (& CENTRAL CRIMINAL COURT)- INCOME GENERATION
2021 - 22 & CHARGES 2023 – 24**

Report of the Executive Director & Private Secretary to the Lord Mayor.

For Decision
(Pages 73 - 82)

18. **UPDATE REPORT - STRATEGY GROUP THREE - COMMUNICATIONS AND
STAKEHOLDER ENGAGEMENT**

Alderman and Sheriff Alastair King to be heard.

For Decision
(Pages 83 - 84)

19. **APPOINTMENT OF NEW HONORARY COMMON CRYER AND SERJEANT AT
ARMS**

For Decision
(Pages 85 - 96)

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

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

Part 3 - Confidential

22. **CONFIDENTIAL MINUTES**

To approve the confidential minutes of the last meeting of the General Purposes Committee of Aldermen held on 18 October 2022.

For Decision

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GENERAL PURPOSES COMMITTEE OF ALDERMEN Tuesday, 18 October 2022

Minutes of the meeting of the General Purposes Committee of Aldermen held at Committee Room - 2nd Floor West Wing, Guildhall on Tuesday, 18 October 2022 at 11.00 am

Present

Members:

Alderman Sir William Russell (Chairman)
Alderman Sir Charles Bowman (Deputy Chairman)
The Rt Hon. The Lord Mayor Alderman Vincent Keaveny
Alderman Ian David Luder
Alderman Sir David Wootton
Alderman Nicholas Lyons
Alderman Alison Gowman
Alderman Timothy Hailes
Alderman Robert Howard
Alderman and Sheriff Alastair King DL
Alderman Prem Goyal
Alderman Professor Emma Edhem
Alderman Robert Hughes-Penney
Alderwoman Susan Langley
Alderman Bronek Masojada
Alderman Christopher Makin

Officers:

John Barradell	- Town Clerk and Chief Executive
Gemma Stokley	- Town Clerk's Department
Rhiannon Leary	- Executive Officer to the Court of Aldermen
Caroline Al-Beyerty	- The Chamberlain
Michael Cogher	- Comptroller and City Solicitor
Paul Wright	- Deputy Remembrancer
Bob Roberts	- Deputy Town Clerk

1. **APOLOGIES**

Apologies for absence were received from Alderman Alexander Barr, Alderman Sir Peter Estlin, Alderman Gregory Jones, Alderman Tim Levene, Alderwoman Jennette Newman, and Sir Andrew Parmley.

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 6 September 2022.

RESOLVED: - That the minutes of the last meeting of the General Purposes Committee of Aldermen held on 6 September 2022 be approved as an accurate record of the meeting.

Chairman's Congratulatory Remarks

The Chairman wished to place on record his congratulations to Alderman Gregory Jones on his recent appointment as Chancellor of the Diocese of Manchester by the Lord Bishop as well as his appointment as a Fellow of the Faculty of Law from Goodenough College.

The Chairman encouraged all to keep him informed of any new positions or accolades for noting at future meetings.

4. **CITY BIDS PRESENTATION**

The Chairman welcomed Lady Lucy French, the Chief Executive for Fleet Street Quarter and Ruth Duston, the Managing Director of Primera to the meeting.

Ms Duston began by sharing some insights on the Business Improvement Districts (BIDs) across the Square Mile and the impact that they had had across the UK more generally. Ms Duston highlighted that Primera as an organisation were very focused on place-based leadership and were keen to develop partnerships between the private and public sector, which was where the BIDs, still relatively new as a sector, came in.

The Committee were informed that there were now approximately three hundred BIDs operating across the UK. Primera were primarily focused on Central London in terms of their portfolio of BIDs and were normally commissioned to set up partnerships. Ms Duston explained that it ordinarily took around two years to get a BID up and running and that the seed funding for this was normally provided by property owners or developers which in turn allowed for leverage of more funding to support place-based activity. In terms of the BIDs that Primera had operating across Central London, Ms Duston highlighted the London Heritage Quarter which generated around £5 million per annum and the Central District Alliance which generated around £2.5 million per annum. She also referred to the City BID portfolio including the Cheapside Business Alliance which was now a very well-established BID in the Square Mile and the first BID in the City of London which had now been operating for 7-8 years. It was reported that this BID generated approximately £400,000 per annum. Ms Duston also spoke on Aldgate Connect, a cross boundary BID operating across both Tower Hamlets and the City of London which generated around £800,000 per annum.

Ms Duston commented that, over the years, BIDs had become bigger and more ambitious and there was now a new addition in the form of the Fleet Street Quarter as well as Eastern City BID. It was anticipated that these two BIDs

combined would generate £7-8 million per annum. It was reported that, overall, the private sector was investing approximately £9 million per annum into the Square Mile across these geographical areas. Aldermen were informed that there was a new partnership which would be going to ballot in January - the Culture Mile BID. Pending the outcome of the ballot, this would go live in April 2023.

Ms Duston commented that, unlike other BIDs which tended to focus very much on retail, leisure and hospitality, this portfolio was predominantly corporate led. Over the years, Primera had raised over £800 million through its Central London BIDs, generating more than £6 billion in further investment from various property owners. Ms Duston underlined that much of the Square Mile was now covered by BIDs which currently stretched from the Victoria bid in the South through to Aldgate Connect in the East. With regard to BIDs in the City, it was underlined that the City Corporation were the BID proposers and, therefore the accountable body, whereas ordinarily these would be entirely business-led, set up and proposed by the business community.

With reference to London more generally, Ms Duston reported that there were now more than 70 BIDs established with approximately £130 million spent throughout the UK on an annual basis within the BIDs sector, 35% of which was generated within the central activity zone.

Ms Duston went on to describe what a BID was, underlining that it was a very consultative process with BIDs established for a five-year term after having been voted on by the business community. The Committee were informed that the relevant local authority normally managed the ballot – the City Corporation in the case of the Square Mile. Ms Duston highlighted that the average size of a BID brought together 300-400 hereditaments with some of the smallest having fewer than fifty and the largest 2,500. Annual income from a BID averaged at £200,000 - £600,000 across the country but this tended to be much more in Central London where BIDs were often more strategic.

Ms Duston went on to speak on why BIDs were needed in urban cities, referring to the fact that less and less money was coming into the public sector with a lot more onus therefore on the private sector to drive things forward in terms of place-based leadership for investment in infrastructure and public realm. Ms Duston used the North Bank BID as a fantastic example of this where Strand Aldwych had been created (a new civic space outside of Somerset House) in partnership with Westminster City Council. Ms Duston underlined that BIDs were also about making attractive destinations and cited work with the City Corporation on its 'Destination City' policy in this respect. The importance of businesses within a BID working closely and collaboratively together at a local level to balance profit with purpose was also underlined. Ms Duston also mentioned the enormous opportunity for the City to work alongside City fringe residents in terms of attracting and retaining talent.

The Committee were informed of what BIDs do in terms of public realm and placemaking, security and business resilience, marketing, and promotion, ESG (Economic, Social and Governance) and positive social impact. In terms of the

City specifically, Ms Duston made mention of the on-street concierge team/ambassador service positioned around Cheapside, building relationships with the City of London Police, the City Gift Card and In The City App launched during COVID to help promote support for the ecosystem. The Committee were also informed that a lot of work had been done on the Culture Mile with residential communities to ensure that they also felt integral to the BID district. Ms Duston referred to work with various agencies and the City Corporation around homelessness and rough sleeping in the Square Mile to provide the right level of support and putting the right systems and interventions into place. She also reported on volunteering and the Tempo Time Credit system – a scheme whereby volunteers were rewarded through credits that could be spent anywhere throughout the UK.

Lady Lucy French addressed the meeting specifically on the Fleet Street Quarter reporting that this came into operation in April 2022 after a successful ballot. It was reported that there was a strong mandate from the business community for the BID which covered forty-three hectares of the City of London and spanned from the Royal Courts of Justice to St Paul's, the south side of Holborn and the north side of Blackfriars.

Lady Lucy reported that the BID was seeking to address several strategic themes – namely putting Fleet Street Quarter back on the map, clean and green, creating a connected community and safe and secure with more than £12 million invested over 5 years to drive enhancement and growth to really drive this enhancement and growth. She went on to speak of the various opportunities and challenges in terms of reinvigorating and redefining this Quarter – an area that had welcomed business for over 2,000 years and constantly evolved to meet market challenges. It was highlighted that, at present there were many empty retail units here as well as vacant office space with the intention being to now reposition the area as a real incubator for emerging markets and a key driver for international drive. It was reported that Fleet Street itself had an extremely ambitious and exciting development pipeline and it was anticipated that approximately 25,000 additional people would be seen in Fleet Street alone within the next 5 years. It was underlined that the development of an infrastructure to support this footfall was therefore vital with developers, the BID and the City Corporation working closely together on this. Much work was also being undertaken to tackle the climate emergency, including working alongside the City Corporation on the Healthy Streets Plan and the City Plan 2036 to ensure a joined up, cohesive approach to how the Fleet Street Quarter and BIDs across the Square Mile.

In terms of the Fleet Street development pipeline, Lady Lucy reported that the BID would be collaborating with developers to join up on the hoarding going up around the area to ensure a cohesive look and, in so far as possible, a safe and enjoyable environment around these development schemes.

Lady Lucy sketched out plans for the Quarter in Year One of the BID which would see work undertaken alongside Publica on an area-based strategy. Communications had been commissioned around this to raise the profile of the area on a global stage alongside a series of events to meet the need of the

area's diverse workforce, climate action project and an emerging retail strategy. Lady Lucy stated that she believed that the Fleet Street Quarter BID was the 'glue' between the private and public sector whereby private sector investment would be harnessed as well as a local commitment validating and linking up a shared vision for the Square Mile going forward. Whilst the Fleet Street Quarter had less than nine hundred residents, Lady Lucy reiterated the fact that she was keen for every person living and working in the area to feel genuinely engaged with and a part of this BID.

Lady Lucy shared images of the Fleet Street that was aspired to with widened streets and additional greening, reinvigorated retail units and the new Fleet Street Courts and Police accommodation development also visible.

Lady Lucy highlighted that the forthcoming Lord Mayor's Show would also be widely promoted across all the City's BIDs as was customary. Finally, Lady Lucy went on to report on a forthcoming Christmas extravaganza whereby various events would be hosted for all from Tuesday-Thursday each week in the run-up to Christmas.

The Chairman thanked both speakers for their contributions and invited any questions that the Aldermen might now have of them.

An Alderman stated that he felt that the private/public sector partnerships were a positive agent for change but added that he had seen SMEs in his own Ward of Bassishaw devastated by the recent pandemic. He therefore questioned how much success the BIDs had had in terms of post-COVID recovery. Ms Duston responded to report that this had been a huge challenge but highlighted that the BIDs had worked with those businesses that were still present to support them in terms of promoting themselves using the City App and City Gift Card, encouraging workers to use the facilities within their local footprint. She added that an important part of this had also been the ability to gain access to some of the empty retail units. She stated that it could often be difficult to identify the property owners for this purpose. The Committee were informed that a project had also been undertaken during the partial lockdown period of 2021 alongside the University of Arts that had seen the animation of various empty retail units across the City to ensure that the area appeared more vibrant and inviting and thereby support the small businesses which remained. It was reported that this was an ongoing project. The Committee were also informed that work had been undertaken alongside the City Corporation who had worked hard to support SMEs via their grants scheme which the BIDs had helped push out and communicate to all.

Another Alderman referred to the recent Destination City launch event and questioned how the BIDs had engaged with this and linked up various SMEs into this. Ms Duston reported that follow-up work would be undertaken to measure the success of this in due course and reported that they had engaged with the Destination City team on this event but highlighted that the lead in time for this and communications around it had not been as extensive as they would have liked. However, she recognised that two major City BIDs were still very new whilst those such as Aldgate and Cheapside which were more established

tended to have more well-established communication channels within the City Corporation.

The Lord Mayor commented that, from what he had seen to date, the success behind the Aldgate BID really seemed to be driven by the extent of community engagement. He went on to underline the need to be holistic in terms of the BIDs and things like Destination City to really harness the ‘multiplier effect.’ He also mentioned the importance of the BIDs and indeed Destination City working hand in glove with the City’s Liveries to ensure that all investment was really achieving the best return that it could. Ms Duston responded by reporting that there was a BIDs Partnership Advisory Group chaired by the current Deputy Chairman of the City’s Policy and Resources Committee. She reported that the Group had met last week and had spoken extensively on Destination City. She added that they had also entered into a Communications Framework so that the BIDs and the City Corporation could establish better, two-way, communication channels. This would also examine how the BIDs could help shape some of the future Destination City programme.

An Alderman commented that the Aldgate and Portsoken Wards had been very disappointed not to see any real communications on the Golden Key event and asked the Director of Communications to take this on board when planning ahead for any future events of this kind.

With further reference to the Lord Mayor’s Show, the Chairman of the LMS Board reported that they were now looking very seriously as to how they might do more to commercialise the brand and the show and welcomed any conversations that he might have separately with the BIDs on this agenda going forward.

The Committee thanked the speakers once more for their contributions and congratulated them on all of their work to date.

5. REVIEWED AND UPDATED WARDMOTE BOOK

The Committee considered a joint report of the Comptroller and City Solicitor and the Town Clerk and Chief Executive presenting a reviewed and updated Wardmote Book.

The Comptroller and City Solicitor reported that the changes here reflected the various changes over the last year including a change of Sovereign, various Acts of Common Council in relation to resolutions taken by the Court of Aldermen with regard to Statutory Declarations and Retirement Age.

RESOLVED – That Aldermen note the updates to the Wardmote Book.

6. SHRIEVAL PLAN 2022/23

The Committee considered a report of the Executive Director and Private Secretary to the Lord Mayor outlining the proposed 2022 – 2023 Shrieval Plan to be championed by the Sheriffs, Alderman Alastair King & Andrew Marsden Esq.

Sheriff King spoke to underline that, ultimately, the Sheriffs' role was to support both the current Lord Mayor and the Lord Mayor Elect and that this Plan which was already familiar to most sought to divided up the various duties between the two Sheriffs. Appended to the Plan were the potential topics to be covered this Shrieval year as part of the themed lunches. The intention was to report back on these in due course. It was highlighted that there was much focus here on women's issues such as domestic violence, FGM and gender and the law. It was envisaged that the Aldermanic Sheriff would focus more on the business elements of the Plan with the Non-Aldermanic Sheriff tending to focus more on the Livery and Ward Club side.

The Lord Mayor highlighted that next year would see the 600th anniversary of the death of Richard Whittington and that one of his philanthropic ventures had involved the prisoners of Newgate Prison which was something that could be picked up within the Shrieval Plan and play in nicely to the 'No Going Back' body of work that the pan-Livery Steering Group had been spearheading in recent years. Others highlighted that the Mercers had already begun work on developing a programme around the anniversary. An Alderman highlighted that Richard Whittington had also awarded funds to '64 Longdrops' and that, given that sewage in the Thames was still an issue, this might also be worth the Sheriffs exploring further.

An Alderman highlighted that there was a budget set aside for Shrieval events. Sheriff King highlighted that he had meetings scheduled next week to help better understand this and what funds might be called upon for strategic matters.

Speaking further on the proposals for themed lunches, and Alderman questioned whether any thought had been given to education and inviting pupils from various City academies or those from Goodenough College into the Old Bailey/the City.

The Lord Mayor added that Sir Ken Olisa's office had always previously been a useful source of potential guests in past years and commended this to the Sheriffs.

RESOLVED – That the General Purposes Committee of Aldermen note and endorse the Shrieval Plan for 2022/23.

7. **STRATEGY MORNING - NEXT STEPS**

The Committee took the opportunity to discuss the next steps coming out of the recent Aldermanic Strategy Morning session held in September 2022.

The Town Clerk distributed the final membership of the three Strategy Groups (Internal Priorities, External Priorities, Communications and Stakeholder Engagement) established as a result of the Strategy Morning.

The Chairman suggested that he was of the view that there ought to be a Junior lead and Senior Chair of each Group. He went on to report that the expectation was that each Group would convene ahead of future meetings of this Committee with a view to each reporting back into future meetings.

The Deputy Chairman remarked that one of the outcomes which had attracted universal support at the Strategy Morning was the production of an Aldermanic Impact Report. He was of the view that it would be ideal to see this launched

early in the New Year. Sheriff King reported that he had already given some thought as to the content of the Impact Report and undertook to share this with all in due course. He added that he would also like to introduce a video element to the report which it might be helpful for the Lord Mayor to introduce for maximum impact.

The Chairman referred to the Pan Livery Impact Report which had recently been launched and suggested that this was a good example of a successful report. He asked that the Town Clerk seek to obtain hard copies of this and distribute to all Aldermen and key Officers as well as emailing PDF versions to all.

8. **APPOINTMENT TO LORD MAYORS SHOW LIMITED**

RESOLVED – That the General Purposes Committee of Aldermen agree the nomination of Aldermen and Sheriff Alastair King as a Director of the Lord Mayor’s Show Limited which would be taken forward to the Lord Mayor’s Show Board for ratification.

The Chairman of the Lord Mayor’s Show Ltd reported that, with regards to the proposal to appoint an external director with marketing and commercial experience, procurement were now drafting a proposal to potentially go to the Policy and Resources Committee in November.

9. **ALDERMANIC APPOINTMENTS**

The Chairman took the opportunity to report on various recent Aldermanic appointments as follows:

- Alderman Kawsar Zaman to the Port Health and Environmental Service Committee (in the room of Alderwoman Susan Langley);
- Alderman Christopher Makin to the Community and Children’s Services Committee (in the room of Alderman Gregory Jones);
- Alderwoman Jennette Newman to Bridewell Royal Hospital

He added that there had also been some discussion with the Remembrancer as to Aldermanic spots on Emanuel School and the United Westminster Foundation. He stated that the key point here was that the Court of Aldermen had the right to nominate Governors for these schools and that these places could therefore be offered up more widely, for example to members of the City’s Education Board. An Alderman who had previously held these spaces as a Governor reported that the Schools would seemingly also be content with this approach and that this was a common approach adopted by others who nominated third-party candidates.

10. **OUTSTANDING ACTIONS LIST**

The Committee considered the Outstanding Actions List which had been updated since the last meeting on 6 September 2022.

Aldermanic Clothing Allowance – The Executive Director & Private Secretary to the Lord Mayor reported that a substantive report on this would be brought forward to the next meeting of this Committee in December.

The Chairman asked that the Committee also be updated as to the Shrieval Budget at their next meeting.

RESOLVED: - That –

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

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

There were no questions.

12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
Quorum for Court of Aldermen

The Chairman reported that, at present, the quorum for meetings of the Court of Aldermen was ‘the Lord Mayor or their locum tenens, together with ten Aldermen’ – a high percentage. It was therefore proposed that this be reduced to ‘the Lord Mayor or their locum tenens together with seven Aldermen.’

The Town Clerk reported that, in the case of the Nominations Committee of the Court of Aldermen, the quorum was thirteen with a quorum of three for the General Purposes Committee. The Aldermen were of the view that the quorum of this Committee ought to also be increased to seven.

RESOLVED – That the General Purposes Committee of Aldermen recommend to the Court of Aldermen that the quorum for future meetings of the Court be amended to read ‘the Lord Mayor or their locum tenens together with seven Aldermen’ and that the quorum for the General Purposes Committee be amended to ‘seven Aldermen’ with the Court’s Standing Orders to amended accordingly to reflect this.

Livery Committee

The Deputy Chairman reported that the Livery Committee had been very focused in recent years on Livery Liaison and that that latest iteration of this Scheme included using the Court of Aldermen for this purpose. It was therefore suggested that the Chair of the Livery Committee be invited to the next meeting of this Committee in December to set out what this might look like.

Pan Livery Movement

The Deputy Chairman reported that the Panel Livery Impact Report also set out proposals for the future in that it was set to continue, working closely with the Livery Committee, and drawing together all stakeholders in a more advisory as opposed to executive fashion. He added that he had stepped down from his Charing role of this in September and that Alderman Michael Mainelli would now assume the role with the idea being that the Lord Mayor designate would do so each year going forward as they prepared for their Mayoral year.

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 6th September 2022 and approved them as a correct record.

15. ALDERMANIC QUALIFICATIONS - FOREIGN CONVICTIONS

The Committee considered a report of the Comptroller and City Solicitor setting out options and issues in relation to the risk of an Alderman with a relevant foreign conviction being elected.

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

There were no questions raised in non-public session.

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

Additional items of business concerning the Aldermanic Appraisal Panel Meeting 2023, the Aldermanic Rolling Programme of Events, the Herald's Proclamation Fee, and the Presentation of Lord Mayor Elect at House of Lords were discussed in non-public session.

18. STAFFING MATTER

The Committee considered and approved a confidential report of the Executive Director & Private Secretary to the Lord Mayor relative to a staffing matter.

The meeting ended at 12.25pm

Chairman

Contact Officer: Gemma Stokley
gemma.stokley@cityoflondon.gov.uk

Committee:	Date:
General Purposes Committee of Aldermen	2 December 2022
Subject: Draft high-level summary Business Plan 2023/24 – Mansion House & Office of Lord Mayor and Sheriffs	Public
Report of: Caroline Jack, Executive Director & Private Secretary to the Lord Mayor	For Decision
Report author: Robert Woodvine, Finance & Administration Manager	

Summary

This report presents for approval the high-level summary Business Plan for the Mansion House & Office of Lord Mayor and Sheriffs for 2023/24.

Recommendation

Members are asked to:

- i. Note the factors taken into consideration in compiling the Mansion House & Office of Lord Mayor and Sheriffs Business Plan; and
- ii. Approve, subject to the incorporation of any changes sought by this Committee, the departmental Business Plan 2023/24.

Main Report

Background

1. As part of the new framework for corporate and business planning, departments were asked to produce standardised high-level, 2-side Business Plans for the first time in 2017 for the 2018/19 year. Members generally welcomed these high-level plans for being brief, concise, focused and consistent statements of the key ambitions and objectives for every department.
2. For 2023/24, the high-level summary Business Plan has been further evolved to add more narrative and improve readability. The Business Plan now reflects TOM departmental structure changes. As a high-level summary, this document does not capture the granularity of departmental work but gives the overall picture of departmental activity, trends where applicable and direction of travel.

Draft final high-level summary Business Plan for 2023/24

3. This report presents, at Appendix 1, the draft final high-level summary Business Plan for 2023/24 for the Mansion House & Office of Lord Mayor and Sheriffs.

- Priorities outlined in the high-level Business Plan

The business plan has been arrived at by consulting with members of the Senior Management Team about their broader work and aspirations and issues of their respective functions. This also took place under the context of the TOM restructure and split from the main court operation at the CCC.

The plan is a cumulative reflection of these discussions over the past year and has sought to be a balanced representation of the department, with the expectation that any member of staff would see themselves and/or their role reflected in it.

- Balance of resources

The cumulative effect of the TOM savings, and how our historic local risk budget divisions and financial model distributes means a higher reliance than ever before on external income from events to meet our resource base.

We are in a position where the reduction of any costs would be difficult to achieve without losing a significant volume of staff resource, reducing the vehicle fleet, or considering significant energy savings by reducing events.

- Dept. metrics/KPIs and outcomes

Defined KPIs are something that may have challenged the dept. historically. However, the Business Plan does include a more substantial section that attempts to illustrate performance with the aim of refining this aspect over the coming year.

- For Members consideration

The version of the Business Plan presented is a departure from the usual summary that the committee will have seen before. However, it does align with other CoL-wide Business Plans shared via the internal officers forum group as part of the business planning cycle, and aims to provide a balanced representation of the current situation.

Members are invited to feedback on all aspects of the plan, with some emphasis on the sustainability of our financial model going forward, our ED&I aspirations, and the position of the department from a post-TOM and post-Covid viewpoint, with the consideration that we are currently in the final year of the 2018-23 Corporate Plan.

This will help to forward plan against the next Corporate Plan and our relationship to it.

Corporate & Strategic Implications

An evaluation exercise of the 2018-23 Corporate Plan is currently underway across the CoL, with Mansion House taking part in this over late November to the end of December.

Security implications

As referred to above, the need to balance our resource base with external income places a further emphasis on security for users of the premises, and also illustrates another key area where it would be difficult to reduce costs in order to remain securely operational.

Financial implications

Further to the above, at the time of writing we are working with City Surveyors to define more clearly the centrally held budgets for the corporate security and cleaning contracts, and what local risk allocation we need to plan for to cover any shortfall.

This is due to a local need to return to pre-Covid levels of both, to maintain security at events and a standard of presentation of all event participants.

Public sector equality duty

As a City Cash funded area, and the Mansion House also being a private residence, this can be a grey area. The development of a definitive guide on this aspect would be helpful in the future,

Resourcing implications

Due to the plan to increase event income, the Mansion House will be busier and this may impact staff working patterns, wellbeing and overtime costs.

Conclusion

This report presents the high-level summary Business Plan for 2023/24 for the Mansion House & Office of Lord Mayor and Sheriffs for Members to consider and approve.

Appendices

- Appendix 1 – Final high-level summary Business Plan 2023/24

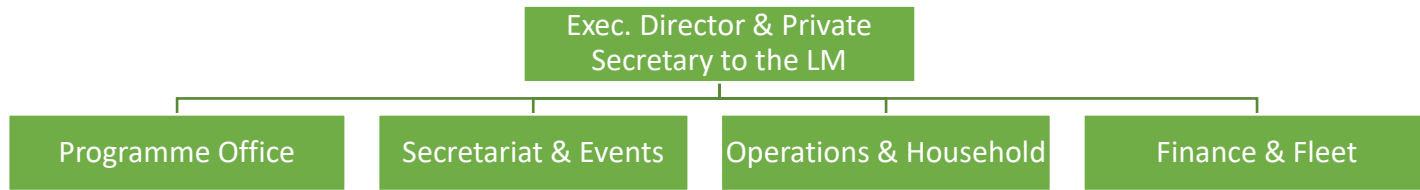
Robert Woodvine

Robert Woodvine, Finance & Administration Manager
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Mansion House – Office of Lord Mayor & Sheriffs

Working collaboratively across the below functions, we sustain an iconic London venue and provide high quality support for the Civic Team, enabling the Mayoralty and Shrievalty to promote the City of London and make a positive contribution to the UK



Our aims and objectives

The TOM provided an opportunity to review the above functions, redefine objectives and implement a new relationship with the Shrievalty based at the CCC. There is still much to develop in these areas as we move forward, broadly under the below headings:

Stabilise

- Stabilise the staff base, ending temporary arrangements and forming four balanced teams with clear roles and responsibilities. Actively manage performance by setting a modern managerial culture.
- Use 23/24 as an opportunity to stabilise the revised relationship with the Central Criminal Court, retaining Shrieval activity and staffing new roles to support the link between Mayoralty & Shrievalty
- Re-establish (post-Covid) the use of Mansion House as an operational asset both for Civic events and within a hospitality industry setting

Commercialise

- Maximise the potential of the Mansion House as a venue, to support its operational costs and balance our resource base
- Broaden the audience for commercial hire via appropriate, niche marketing platforms
- Implement the use of formal contracts & deposits supported by electronic documentation software and improved processes
- Work collaboratively to develop a new catering specification following the current contract extension to August 2024

Integrate

- Portfolio review of programme office coverage to reflect Innovation & Growth strategies and Mayoral Theme delivery throughout the year, to ensure integrated outcomes are achieved
- Installation of card reader technology allowing Corporation colleagues access to hot-desk at Mansion House, encouraging greater visibility between colleagues and teams
- Re-define relationship with CCC Facilities/Surveyors to maintain the Shrieval area within the CCC
- Integrated approach to our timeline (see penultimate slide), to plan for Civic changeovers, operational development & financial needs

Modernise

- Mayoral and Shrieval themes more fully integrated into the Corporate plan to deliver better financial competitiveness of the UK.
- Maintain a hybrid/electric fleet of vehicles, and seek solutions to electrify ceremonial cars
- Improve the physical, electronic and staff security cultures to address the modern threat picture.
- Actively review the diversity of event guest lists and proactively consider who we engage with and platform in the Mansion House
- Dress codes amended for some events, as an aspiration to create a more contemporary atmosphere with a broader reach

OUTCOME: Over the 23/24 year, we will build on our 22/23 all-staff objectives writing exercise to integrate our local activities and the team/dept level plans into priority workstreams mapped to them. All staff objectives will be written in light of ongoing Corporate Plans & Strategies. We also hope to establish more tangible KPIs that are reflective of these aims – therefore the following broad KPI aspirations will be more tightly defined in due course

Key Performance Indicators

#	KPIs 2023/24	Current Performance	Direction of Travel/Target
1	Stabilise: The recent all-staff objectives exercise is manifest via the re-established appraisal process, with links to the dept. Business Plan, training needs and relationship to the next Corporate Plan. Instigate a modern managerial culture and develop Mansion House as a centre of excellence	<i>Engagement with appraisals for mid & end of year reviews</i>	<i>Business Plan is shared with all staff, local plans & ideas collaboratively sought and developed</i>
2	Stabilise: The Sheriffs are directly supported and their link to the Mayoralty is strengthened	<i>Shrieval & Recorder Mngr. in post since Sept 22</i>	<i>Focussed Shrieval support, and best practice planning for 2023 changeover</i>
3	Stabilise: The asset value of the Mansion House is used to optimum benefit for Mayoral engagement and commercial gain	<i>LM & Venue diaries now split</i>	<i>More efficient diary management for internal & external users and clarity for operations team</i>
4	Commercialise: Meaningful commercial/charity/livery and tour income targets are set in relation to balancing our resource base, with the aim of increasing our overall income to £850K (from the previous £500K pre-Covid)	<i>22/23 is post-Covid recovery, i.e. full year open</i>	<i>Review of commercial performance to determine income sector targets</i>
5	Commercialise: Marketing opportunities are explored, business return monitored, and client feedback sought	<i>Square Table live; Unique Venues presentation Nov 22</i>	<i>Planned collaboration with CH & Co's GoAskEve platform and hospitality agency event</i>
6	Commercialise: End to end client experience is efficiently managed, from initial booking through to final balance payment	<i>Deposits & contracts trialled - pending final C&CS sign off</i>	<i>Tightly controlled booking process to payment, with clear audit trail. Docusign to be introduced April 23</i>

Key Performance Indicators

#	KPIs 2023/24	Current Performance	Direction of Travel/Target
7	Commercialise: Current combined MH/CCC catering service is redefined (post-TOM), and options for new tender explored	<i>Extension to Aug 24 being sought</i>	<i>Separation of functions at CCC, and new catering spec to be developed inclusively with events/ops teams</i>
8	Integrate: Mayoral Theme & Shrieval Plan outcomes are recorded in relation to IG Strategies to enable a transparent link to broader CoL aims	<i>18-23 Corp. Plan evaluation (Nov-Dec 22), link to Prog.Off metrics</i>	<i>Use evaluation process to inform how BP reflects this activity and broaden understanding</i>
9	Integrate: Mansion House is an open and welcoming environment, manifested by Guildhall colleagues being visible within the workspace, (and vice-versa)	<i>Office space and access improved</i>	<i>Encouragement of mobile working, increased CoL staff use of MH</i>
10	Integrate: The CCC main court operations and Shrieval secretariat liaise effectively and positively – especially in the area of Shrieval & Recorder events	<i>New positions both Shrieval & CCC/Surveyors being established</i>	<i>Events panning and associated internal recharges managed in a timely and efficient manner</i>
11	Integrate: The annual schedule of selection, elections, and preparation for office is dealt with inclusively – engineering all supporting aspects to combine with equal strength	<i>Liaison meetings in place through the year</i>	<i>Timeframes reviewed, i.e. to be fully beneficial, and Shrieval Manual updated</i>
12	Modernise: Mayoral Themes & Shrieval Plans are future focused and work in tandem with the next Corporate Plan cycle	<i>18-23 Corp. Plan evaluation (Nov-Dec 22), link to Prog.Off metrics</i>	<i>Use evaluation process to inform how BP reflects this activity and broaden understanding</i>

Key Performance Indicators

#	KPIs 2023/24	Current Performance	Direction of Travel/Target
13	Modernise: Vehicle fleet is kept up to date by way of lease arrangements, and fulfil CoL environmental policy. Ceremonial vehicles are kept under review	<i>Move from Tesla to hybrid Range Nov 22</i>	<i>Hybrid taxi lease renewals mid-2024. Electrification of RR ongoing</i>
14	Modernise: Security arrangements are contemporary, robust but largely unintrusive to the visitor experience, with current risks/threats scrutinised, e.g. climate protestors	<i>New security doors, security risks shared appropriately</i>	<i>Possible body-cams, stab vests and in-house SIA training. Additional member of core security team</i>
15	Modernise: Further develop our ED&I profile via review of guest list diversity, range of external engagement/users of the house, and modification of event styles	<i>Sept 22 all staff Tradition/Contemporary practice workshop</i>	<i>Guest engagement is ongoing, & looking to improved ability to report range of external users</i>



OUTCOME: Whilst the above list may not initially provide clear metrics, it is representative of lead activity that we seek to edit into measurable activity where possible. KPIs have been difficult to define in Mansion House, as much of the focus is on the broader goals of each Mayoral Theme rather than the supporting elements of the house itself. We hope to clarify this over the 23/24 year, finding a balance between the below definitions.

Task KPIs (Key Performance Indicators) are analytics measures that determine a task's performance in critical areas such as accuracy, timeliness, completeness, cost, and speed. KPIs reflect the task's progress (or regress) towards accomplishment of its goals.

*Intangible aspects like **good decision-making, artistic and managerial expertise, reputation and relationships, intellectual capital, and the quality of the work force** all influence an organization's performance. We call them **KIPIs, or Key Intangible Performance Indicators.***

Mansion House post-TOM development

Our major workstreams this year will be...

Operations & Household:

- **Priority 1:** Fabric of building review, effects of wear & tear from events and sustainability of the building
- **Priority 2:** Development of security culture and stabilisation of the household team

Finance & Fleet:

- **Priority 1:** Implementation of financial review findings, and relationship to commercial strategy and business planning
- **Priority 2:** Preparatory work for catering contract tender, allowing time for appropriately detailed specification with all stakeholders

Secretariat & Events:

- **Priority 1:** Commercial Strategy established, with marketing tools in place and an efficient & collaborative end to end client experience
- **Priority 2:** LM Diary / MH Venue project to continue to improve on the current enhanced Outlook version

Programme Office:

- **Priority 1:** Delivery of Mayoral Programme supported by portfolio review of programme office integrating both Mayoral Theme & CoL interests
- **Priority 2:** Produce a strategy plan to evaluate and grow the LM's external engagement and impacts

What's changed since last year...

- Implementation of the post-TOM staff structure and institutional separation from the CCC
- 22/23 is the first full post-Covid financial year that the house has been fully open without interruption (since April 20), allowing for continuous operation and physical events
- Initial review undertaken of our financial situation across multiple local risk budget divisions, and the impact of reduced event income (due to Covid) over 17/18 to 21/22
- Critical security enhancements to MH entrances with card reader access to a broader range of staff, and physical improvements & reorganisation of office space
- All-staff ED&I based workshop *Upholding Tradition in a Contemporary Way* facilitated externally, resulting in staff 'commitments to change' exercise

The Corporate Plan...

As the Head of the City of London Corporation the annual Mayoral Themes should broadly reflect the top three aims of the 2018-23 Corporate Plan as listed below.

CP Aims

- Contribute to a flourishing society
- Support a thriving economy
- Shape outstanding environments

LM Themes

- LM Lyons 2022 - Financing our Future
- LM Keaveny 2021 - People and Purpose
- LM Russell 2020 - Global UK: Trade, innovation & Culture
- LM Russell 2019 - Global UK: Trade, innovation & Culture
- LM Estlin 2018 - Shaping Tomorrow's Business Today
- LM Bowman 2017 - The Business of Trust

Our strategic commitments - We feed into the following Corporation-wide programmes:

- **Climate Action Strategy:** MH beehives/planters on roof and front facade, reduction in shared bins, installation of LED lamps across MH, operation of Building Management System (BMS) system, introduction of Housewater system - filters, chills & carbonated mains water, as an alternative to bottled waters, further KPIs around sustainability being incorporated further into bi-annual catering audits, hybrid vehicles for day-to-day transport
- **Financing our Future: 22/23 Mayoral Year Theme** seeks to amplify wider CoL aims, under the heading of Resilient, Resourceful, and responsible City headings. See also final slide showing overview of the Mayoral Priorities

Our Team

Our People

CoL Staff Survey 2022 – Your Voice Matters
Staff Engagement score: 51% Positive

Total response rate for survey was 40% (18 staff out of 46 MH based employees)

Following the survey, we developed an all staff ED&I based workshop **Upholding Tradition in a Contemporary Way** facilitated by **AKD Solutions**, resulting in a staff **‘commitments to change’** exercise which we hope to build on over the coming year.

We are also looking to develop our staff development capability by clearly defining balanced local training budgets for both compliance and regulatory type training, alongside more broader professional development that is in step with Mansion House needs, and formally supported via learning agreements.

Our overall employee structure now covers 50 positions, of which 7 are based at the CCC. We also fund or part fund a CCC Cleaner for the Sheriffs apartments, and an Aldermanic focussed officer based at the Guildhall.

We also seek to modernise any outdated historic practices, by ensuring we have appropriate local policy guidelines that are relatable to CoL-wide best practice and the Staff Handbook, providing assurance and parity for all staff members.

Policy areas to be covered are;

- **Clothing & uniform (allowances & maintenance)**
- **Overtime**
- **Staff travel after events**
- **Training**
- **Subsistence**

Equality, Diversity and Inclusion

The demographics of the Mansion House staff is as follows:

- Total numbers: 46 positions of staff, with a turnover rate of 2.25%
- Gender: 41% female and 59% male
- Working patterns: 44 full time staff and 2 part time staff (equating to 45.94 FTE)
- Age: 13% of our team are aged 30 and under, with 54% aged between 31 and 50 and 33% aged 51 and over
- Disability: 85% of our staff state that they have no disability, with 2% declaring a disability and 13% not declaring either way
- Sexual orientation: 65% of the overall team declared themselves to be heterosexual, with 4% LGBTQIA+ and 31% not known or declined to say
- Religious beliefs: 2 major religions are represented across the staff. The largest groups are Christian 46%, Muslim 7%, while the remaining 47% is either non-religious or not known
- Ethnic Groups: 83% White; 2% Asian/Asian British; 4% Mixed and Other Ethnic Groups (with 11% Not Known)

There is a small difference in the numbers of staff on our organogram, and the City People metrics available, so we need to ensure Shrieval staff at the CCC are inclusive to this data, and similarly that we encourage all staff to update their City People personal information to contribute towards more insightful ED&I data.

We aspire to show that the Mansion House as an iconic and historic building is also representative of the City and wider society that it serves, through both its staffing and the people that engage with it.

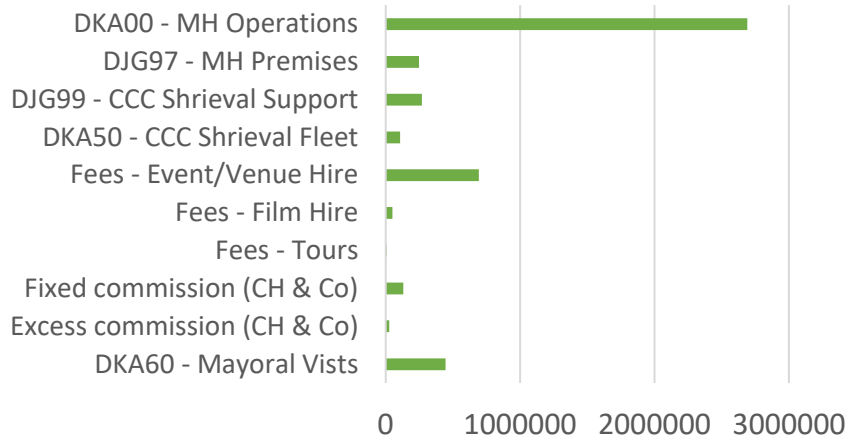
Key Risks

The table below shows an updated working list of MH specific risks, extracted from the combined MH/CCC Risk Register (2018-2022), and reviewed over recent months as MH has begun to fully operate physically post-Covid.

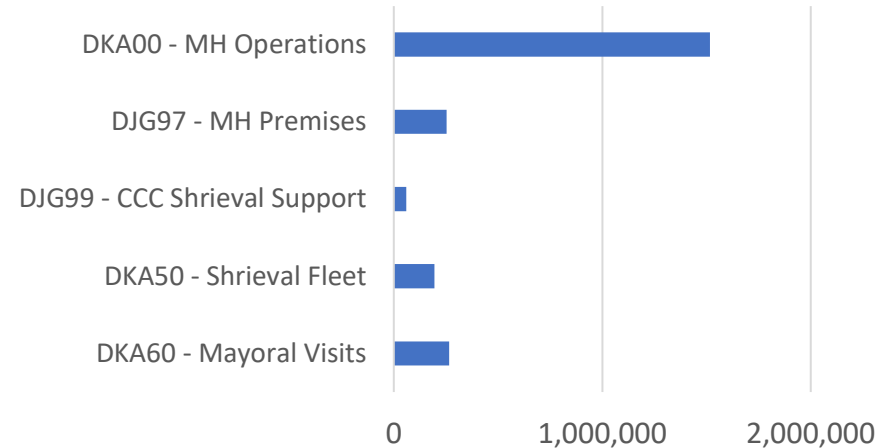
This is pending further access to Pentana to redefine and update RAG scoring, and to stabilise the approach for ongoing monitoring and review. The below is supported by a more detailed breakdown of each risk.

Risk Title	Source	Trend
Annual Repair & Maintenance programme is not completed	Physical	Constant
Damage to the key fabric of the building and/or high value items	Physical	Constant/Increasing
Show Stand - current stand at end of its life	H&S, Partnership, Contractual & Physical	Constant/Increasing
Health & Safety - General	H&S	Constant
Health & Safety - Fire	H&S	Constant
Communications Risk & IT Security	Physical	Constant
Disruption to the delivery of principal Mayoral/CoL events at the Mansion House	Partnership, Political & Reputational	Constant
Security - Events & General	Physical	Constant/Increasing
Resilience and availability of the Civic Team	Physical, Political & Reputational	Constant
Financial – Budget realignment, transparency & consolidation	Financial	Constant/Decreasing
Financial – Failure to meet income target	Financial	Constant
MH/CoL Wine – Storage, stock records & value	Physical, Financial	Constant
Catering contract risks - as identified by KPI Audits	Partnership, Contractual, Financial	Constant

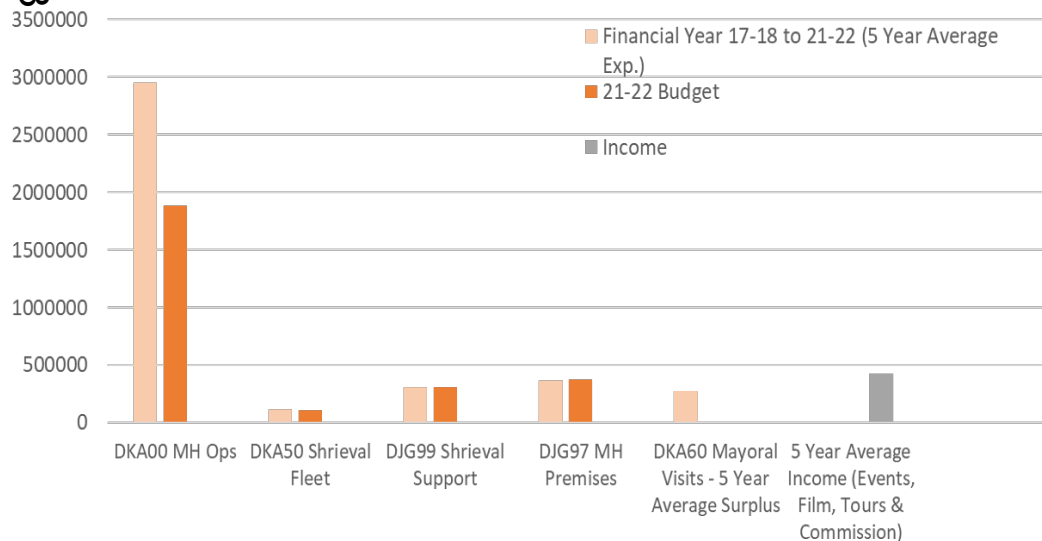
Local Risk – Budgets & Income Streams (22/23)



Local Risk – Expenditure (to 07-23)



Budget vs Actual (£'000)



Financial Model

Our current financial model works around five local risk budget divisions, illustrated above with expenditure to period 07-23 of the 22/23 financial year.

These budgets are subsidised by further income streams illustrated in the top left graph, from external event hire, film hire, catering commission and tours.

Without this additional income, the combined budget resource base would need to be increased by approximately £850K to £1M to sustain the current level of operation.

NB This does not include hospitality related expenditure across the Mayoralty and Shrievalty which is held as a separate set of central risk budgets.

Our Impacts

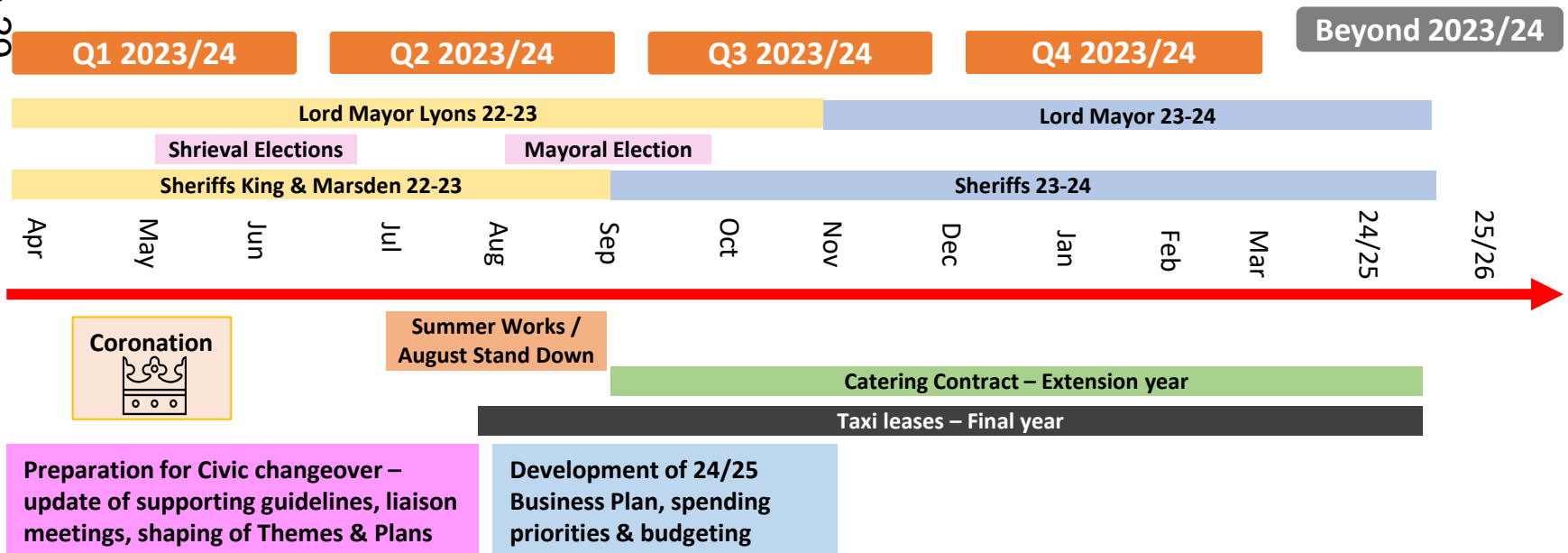
22/23 Mayoral Year Theme: Financing our Future seeks to represent CoL aims, under the heading of Resilient, Resourceful, and Responsible City headings, (see final slide) and deliver upon Corporation major campaigns, for instance Global Investment Futures or Sustainable Finance.

Financial & Professional Services Ambassador - each Lord Mayor's Theme is substantially linked to their role as the UK's Financial & Professional Services Ambassador, carrying out a schedule of diplomatic meetings, international visits and business inward events, that seek to increase investment into the UK and the UK's volume of trade in services. This work is complemented by our business focused set-piece events, foremost of which is Financial & Professional Services Dinner, which includes an annual speech by the Chancellor of the Exchequer.

Civic Year - there is also an annual cycle of civic focused set-piece events, in which the Mayoralty plays its role as the 'head of the Corporation'; this is supplemented by occasions in wider public life, where the Lord Mayor and Mansion House have contributed to national events around the Platinum Jubilee, Operation London Bridge, South African State Visit and will participate in the Coronation of King Charles III.

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Our timeline planner – Financial year / Civic year



Alderman Nicholas Lyons – Mayoral Priorities - 2022/2023
Financing our Future

Financing our Future through a resilient, resourceful and responsible city, deploying capital and expertise to supercharge economic growth nationwide.

Resilient City

Ensuring the City can deal with future shocks, manage risk and be a global hub for insurance

Resourceful City

Attracting and retaining the best talent, research, skills and innovation so that we can be agile and adaptable to new opportunities.

Responsible City

Showing how responsible and sustainable business, investment and FPS sector contribute to the health and wellbeing of the national economy and our communities.

Financing our Future will look at the whole lifecycle of the allocation of capital and investment to fuel economic growth nationwide and advance our global competitiveness – driving growth and investment especially in the areas of long-term infrastructure lending, green and sustainable financing, boosting the early-stage growth economy by mobilising private savings and pension funds, and attracting international asset owners to have more of their money managed by asset managers in the UK. All of which will be underpinned by a commitment to financial inclusion for all.

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Growth Capital Initiative

Global Investment Futures Campaign



Sustainable Finance Framework

Investing in our Future

Financial Inclusion for All

Growth Capital Initiative: Lead the City's Growth Capital Campaign, working with Innovate Finance and the London Stock Exchange, to make London the destination where high growth companies can access the investment they need, at any stage of their journey including taking forward workstreams with the Capital Markets Capital Industry Taskforce.

Global Investment Futures Campaign: Chair the Global Investment Futures Steering Group in association with the Investment Association and Department for International Trade to increase the UK share of assets under management including hosting the Global Investment Management Summit and promoting the campaign internationally.

Sustainable Finance: Champion the City's role as a world leader in green and sustainable finance through COP27 & COP28, building on the Finance for Impact Initiative and hosting the second Net Zero Delivery Summit in 2023.

Financial Inclusion for All: Promote financial education in order to help people improve their mastery of money and in turn, improve their social mobility by hosting a Financial Inclusion Summit at Mansion House, supporting the Financial Literacy Inclusion Campaign (FLIC) project and working with National Numeracy as a partner of The Lord Mayor's Appeal.

Supporting a thriving economy and contributing to a flourishing society *Financing our Future* will promote London and the UK as a leading centre for the allocation of capital towards delivering long term sustainable growth, advancing the competitiveness of the UK, attracting and retaining capital, firms, talent and stimulating exports; championing the role of the FPS sector in supporting the whole of the UK economy and the role of finance in making a positive impact across society; engaging with the insurance industry and making financial inclusion and literacy a priority for the sector.

General Purposes Committee of Aldermen – Outstanding Actions: 6 December 2022

No.	Date	Action	Responsibility	To be completed/ progressed to next stage	Progress Update
1	20/10/20 & 18/12/20 - Future of the Mayoralty	A detailed review of all relevant matters to be undertaken, in consultation with all Members of the Committee, including options to better utilise talent and expertise amongst Members of COA and scope to enhance support to the Lord Mayor by individual Aldermen.	Town Clerk / Sir William Russell/Sir Charles Bowman	TBC	<i>On-going. To be considered further by Strategy Group TWO – Internal Priorities..</i>

No.	Date	Action	Responsibility	To be completed/ progressed to next stage	Progress Update
2.	14/09/21	Aldermanic Allowance - further consideration and possible review of the clothing allowance provision at a future meeting, given the new financial scheme accessible by all Common Councillors.	Robert Woodvine / Caroline Jack	February 2023	<p><i>The use of the clothing allowances (both gowns and dress items) have been reviewed since they were put in place in 2018. Officers have also looked at some of the detail around the Members Financial Loss Scheme, and the situation with the current stock of Aldermanic gowns. Alongside this, we've had an unusual year with six new Alderman requesting assistance with clothing items.</i></p> <p><i>As we conclude the latest purchasing for new Aldermen, Officers will look further into the annual funds available and the development of adequate gown stock, with the aspiration to align with the CC in this area. Further thought will then need to be put into defining the dress items needed, as there are specific ceremonial items that could be assigned a clothing budget, allowing for more standard dress items e.g. morning suits, to be covered under the broader Members Financial Loss Scheme.</i></p>

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