

PLEASE BRING THIS AGENDA WITH YOU

The Lord Mayor will take the Chair at ONE
of the clock in the afternoon precisely.

This meeting will be
preceded by a short
Service in the Guild
Church of St. Lawrence
Jewry at 11.30am.
Members will wear
gowns on this occasion.



COMMON COUNCIL

SIR/MADAM,

You are desired to be at a Court of Common Council, at **GUILDHALL**, on
THURSDAY next, **the 27th day of April, 2023**.

IAN THOMAS,
Town Clerk & Chief Executive.

*Guildhall,
Wednesday 19th April 2023*

Timothy Levene

Kawsar Zaman

}

Aldermen on the Rota

1 **Introduction of Newly-Elected Members**

Name	Ward
Dawn Frampton	Cripplegate

2 **The new Chief Commoner to take her seat**3 **Apologies**4 **Declarations by Members under the Code of Conduct in respect of any items on the agenda**5 **Minutes**

To agree the minutes of the meeting of the Court of Common Council held on 9 March 2023.

For Decision
(Pages 11 - 38)

6 **Mayoral Visits**

The Right Honourable The Lord Mayor to report on his recent overseas visits.

7 **Policy Statement**

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

8 **Appointments**

To appoint the Committees until the first meeting of the Court in April 2024 and to agree the terms of reference and constitution for each Committee.

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

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

(Supporting statements in respect of the contested vacancies outlined below are set out immediately following the White Paper, at pages 89 to 98).

Nominations received for vacancies of varying terms:-

Where appropriate:-

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

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

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

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

To consider the following appointments:

- (A) **Policy & Resources Committee** (five vacancies).
 (Contest)
Nominations received:-
 Deputy Simon Duckworth
 *Mary Durcan
 Helen Fentimen
 Jason Groves
 *Deputy Madush Gupta
 ^Wendy Hyde
 *Deputy Shravan Joshi
 Gregory Lawrence
 *Deputy Charles Edward Lord
 Paul Martinelli
 *Wendy Mead
 Paul Singh
 *Deputy James Thomson
- (B) **Audit & Risk Management Committee** (four vacancies).
 (No Contest)
Nominations received: -
 *Deputy Randall Anderson
 *Deputy Christopher Boden
 *Alderman Prem Goyal
- (C) **City of London Police Authority Board** (three vacancies).
 (Contest)
Nominations received:-
 Jason Groves
 *Deborah Oliver
 *Deputy James Thomson
 *Dawn Wright
- (D) **Education Board** (one vacancy).
 (No Contest)
Nomination received:-
 Steve Goodman
- (E) **Board of Governors of the Guildhall School of Music & Drama** (two vacancies).
 (No Contest)
Nominations received:-
 *Munsur Ali
 *Deputy Graham Packham
- (F) **Gresham Committee (City Side)** (three vacancies).
 (Contest)
Nominations received:-
 *Deputy Simon Duckworth

Michael Hudson
 Timothy McNally
 Deputy Henry Pollard
 Deputy Giles Shilson

- (G) **Corporate Services Committee** (five vacancies).
 (Contest)
Nominations received:-
 *Deputy Randall Anderson
 Anthony Fitzpatrick
 *Gregory Lawrence
 *Ruby Sayed
 *Mandeep Thandi
 *Deputy Philip Woodhouse
- (H) **Natural Environment Board (formerly Open Spaces & City Gardens Committee) and West Ham Park Committee** (two vacancies).
 (No contest)
Nominations received:-
 *Caroline Haines
 *Wendy Mead
- (I) **Epping Forest & Commons Committee** (one vacancy).
 (No contest)
Nominations received:-
 *Deputy Philip Woodhouse
- (J) **Hampstead Heath, Highgate Wood & Queens Park Committee** (four vacancies).
 (No contest)
Nomination received:-
 *Jason Groves
 *Alderman Gregory Jones
 Michael Hudson
- (K) **Barbican Residential Committee** (four vacancies).
 (No contest)
Nominations received:-
 *#Anne Corbett
 *#John Foley
 *Timothy McNally
 Alderwoman Susan Pearson
- (L) **Barbican Centre Board** (two vacancies).
 (Contest)
Nominations received:-
 *Munsur Ali
 *Deputy Randall Anderson
 Aaron D'Souza

- (M) **Bridge House Estates Board** (four vacancies).
(Contest)
Nominations received:-
#Aaron D'Souza
#John Griffiths
*Paul Martinelli
Timothy McNally
#Deborah Oliver
*Judith Pleasance
*Deputy Henry Pollard
*#Deputy Nighat Qureishi
- (N) **Board of Governors of the City of London Freemen's School** (three vacancies).
(No contest)
Nominations received:-
Michael Hudson
- (O) **Licensing Committee** (five vacancies)
(No contest)
Nominations received:-
*Sophie Fernandes
*Deputy John Fletcher
Michael Hudson
*David Sales
*James Tumbridge
- (P) **Health and Social Care Scrutiny Committee** (three vacancies).
(No contest)
Nominations received:-
Michael Hudson
Deborah Oliver
- (Q) **Markets Board** (three vacancies).
(No contest)
Nominations received:-
*Deputy Mark Bostock
*Henry Jones
*Oliver Sells
- (R) **Local Government Pensions Board** (two vacancies).
(No contest)
Nomination received:-
*Mark Wheatley

6

9 **Appointments to Ward Committees**

To appoint vacancies on Ward Committees (where not all places on Ward Committees are filled by Wards, vacancies can be filled by Members of the Court), viz.:

(A) **Community & Children's Services Committee** (three vacancies).

(Contest)

Nominations received:-

Dawn Frampton

Steve Goodman

Deputy Natasha Lloyd-Owen

Deborah Oliver

(B) Finance Committee (one vacancy).

Nomination received:-

(No contest)

Aaron D'Souza

(C) **Port Health & Environmental Services Committee** (one vacancy).

(No contest)

Nomination received:-

Henrika Priest

For Decision

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

To :-

- Regularise Aldermanic qualification in respect of certain convictions.

(Third and Final Reading).

Together with a report of the Policy and Resources Committee thereon.

For Decision
(Pages 99 - 112)

11 **Policy and Resources Committee**

To consider proposals relating to the revision of Standing Orders.

For Decision
(Pages 113 - 172)

12 **Planning and Transportation Committee**

To consider proposals relating to a Traffic Order Review.

For Decision
(Pages 173 - 224)

- 13 **Planning and Transportation Committee**
To consider the annual On-Street Parking Accounts and approve submission to the Mayor of London.
- For Information**
(Pages 225 - 232)
- 14 **Audit and Risk Management Committee**
To consider the appointment of an External Member to the Committee.
- For Decision**
(Pages 233 - 234)
- 15 **Civic Affairs Sub (Policy and Resources) Committee**
To consider recommendations concerning the provision of hospitality.
- For Decision**
(Pages 235 - 236)
- 16 **The Freedom of the City**
To consider a circulated list of applications for the Freedom of the City.
- For Decision**
(Pages 237 - 242)
- 17 **Port Health and Environmental Services Committee**
To note action taken under urgency procedures in relation to the Heathrow Animal Reception Centre.
- For Information**
(Pages 243 - 244)
- 18 **Motions**
- 19 **Questions**
- 20 **Ballot Results**
The Town Clerk to report the outcome of the (several) ballot(s) taken at the last Court:
Where appropriate:-
* denotes a Member standing for re-appointment;
★ denotes appointed.
- (A) Four Members to the **The Honourable The Irish Society**.
- | | Votes |
|----------------------|--------------|
| James Bromiley-Davis | 69 ★ |
| John Foley | 51 ★ |
| John Griffiths | 52 ★ |
| Timothy McNally | 37 |
| Alpa Raja | 35 |
| Hugh Selka | 39 ★ |

(B) Two Members to the **Mitchell City of London Charity and Educational Foundation**

	Votes
Steve Goodman	61 *
*Alderman Susan Pearson	60 *
Ruby Sayed	34

(C) Two Members to the **City of London Reserves Forces and Cadets Association**

	Votes
*Deputy Simon Duckworth	56 *
Deputy Nighat Qureishi	61 *
Alpa Raja	34

For Information

21 **Legislation**

To receive a report setting out measures introduced into Parliament which may have an effect on the services provided by the City Corporation.

For Information
(Pages 245 - 246)

22 **Resolutions on Retirements, Congratulatory Resolutions, Memorials.**

23 **Docquets for the Hospital Seal.**

24 **Awards and Prizes**

To receive a report of the Chairman of the Planning and Transportation Committee, advising of a recent achievement.

For Information
(Pages 247 - 248)

MOTION

25 **By the Chief Commoner**

That the public be excluded from the meeting for the following items of business below on the grounds that they either involve the likely disclosure of exempt information as defined in Paragraphs 1, and 3 of Part 1 of Schedule 12A of the Local Government Act, 1972, or relate to functions of the Court of Common Council which are not subject to the provisions of Part VA and Schedule 12A of the Local Government Act 1972.

For Decision

26 **Non-Public Minutes**

To agree the non-public minutes of the meeting of the Court held on 9 March 2023.

For Decision
(Pages 249 - 252)

- 27 **Civic Affairs Sub (Policy and Resources) Committee**
To consider a matter pertaining to the Members' Code of Conduct.
For Decision
(Pages 253 - 288)
- 28 **Bridge House Estates Board**
To consider reports of the Bridge House Estates Board, as follows :-
- (A) **Permanent Endowment Fund**
To consider proposals relating to the adoption of the power to take a total return approach to investment of the Permanent Endowment Fund.
For Decision
(Pages 289 - 306)
- (B) **Bridge House Estates Investment Strategy**
To consider proposals relating to the Bridge House Estates Investment Strategy.
For Decision
(Pages 307 - 332)
- 29 **Property Investment Board**
To consider reports of the Property Investment Board, as follows:-
- (A) **Disposal of Freehold** – to consider the sale of a freehold interest within the City Estate Portfolio.
For Decision
(Pages 333 - 336)
- (B) **Disposal of Freehold** – to note action taken under urgency procedures in relation to the disposal of freeholds within the City Estate Portfolio.
For Information
(Pages 337 - 338)
- (C) **Purchase of freehold** – to note action taken under urgency procedures in relation to the purchase of a freehold for the City Estate Portfolio.
For Information
(Pages 339 - 340)

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LYONS, MAYOR

LUDER, LOCUM TENENS (ITEMS 26-30)

COURT OF COMMON COUNCIL

9th March 2023

MEMBERS PRESENT

ALDERMEN

Alexander Robertson Martin Barr (Alderman)	Gregory Jones KC (Alderman)	Christopher Makin (Alderman)
Sir Charles Edward Beck Bowman (Alderman)	Sheriff Alastair John Naisbitt King DL (Alderman)	Bronek Masojada (Alderman)
Sir Peter Estlin (Alderman)	Susan Langley (Alderwoman)	Sir Andrew Charles Parmley, (Alderman)
Alison Gowman (Alderman)	Tim Levene (Alderman)	Susan Jane Pearson (Alderwoman)
Timothy Russell Hailes (Alderman)	Ian David Luder (Alderman)	Sir William Anthony Bowater Russell (Alderman)
Robert Picton Seymour Howard (Alderman)	The Rt Hon. The Lord Mayor Nicholas Stephen Leland Lyons (Alderman)	Sir David Hugh Wootton (Alderman)

COMMONERS

George Christopher Abrahams	Helen Lesley Fentimen	Frances Leach	David Sales
John David Absalom, Deputy	Anthony David Fitzpatrick	Natasha Maria Cabrera Lloyd-Owen, Deputy	Ruby Sayed
Munsur Ali	John William Fletcher, Deputy	Charles Edward Lord, OBE JP, Deputy	Hugh Selka
Randall Keith Anderson, Deputy	John Foley	Antony Geoffrey Manchester	Dr Giles Robert Evelyn Shilson, Deputy
Shahnan Bakth	Marianne Bernadette Fredericks, Deputy	Paul Nicholas Martinelli	Paul Singh
The Honourable Emily Sophia Wedgwood Benn	Steve Goodman	Andrew Stratton McMurtrie	Tom Sleigh
Ian Bishop-Laggett	John Griffiths	Timothy James McNally	Sir Michael Snyder, Deputy
Mark Bostock, Deputy	Jason Groves	Wendy Mead	Naresh Hari Sonpar
Keith David Forbes Bottomley, Deputy	Madush Gupta, Deputy	Andrien Gereith Dominic Meyers, Deputy	Mandeep Thandi
James Bromiley-Davis	Caroline Wilma Haines	Brian Desmond Francis Mooney, Deputy	James Michael Douglas Thomson, Deputy
Timothy Richard Butcher	Christopher Michael Hayward, Deputy	Alastair Michael Moss, Deputy	Luis Felipe Tilleria
Michael John Cassidy, Deputy	Jaspreet Hodgson	Eamonn James Mullally	William Upton KC
Henry Nicholas Almroth	Ann Holmes, Deputy	Deborah Oliver TD	Mark Raymond Peter Henry
Colthurst, Deputy	Amy Horscroft	Graham Packham, Deputy	Delano Wheatley
Anne Corbett	Wendy Hyde	James Henry George Pollard, Deputy	Ceri Wilkins
Aaron Anthony Jose Hasan D'Souza	Henry Llewellyn Michael Jones	Jason Paul Pritchard	Glen David Witney
Simon Duckworth, Deputy	Shravan Jashvantrai Joshi, Deputy	Nighat Qureishi, Deputy	Philip Woodhouse, Deputy
Peter Gerard Dunphy, Deputy	Florence Keelson-Anfu	Alpa Raja	Dawn Linsey Wright
Mary Durcan	Elizabeth Anne King	Anett Rideg	
John Ernest Edwards			

The Town Clerk informed the Court that the Lord Mayor and several other Members, together with himself, would need to leave the meeting at 11.15 am in order to attend an engagement with His Majesty the King at Buckingham Palace. The Lord Mayor had directed the Town Clerk to draw the Court's attention to an

email that had been circulated to Members concerning the deferral of the report of the Civic Affairs Sub-Committee at Item 26 on the agenda, on a matter pertaining to the Members' code of conduct.

The Chief Commoner informed the Court that both parties involved in the matter had agreed to the item being deferred and considered at the next meeting of the Court.

Duckworth,
S.D., O.B.E.,
D.L., Deputy;
Lord, C.E.,
O.B.E., J.P.,
Deputy

Motion – that item 26 on the agenda be withdrawn from consideration this day and deferred until the next Court.

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

Resolved - that item 26 on the agenda be withdrawn from consideration this day and deferred until the next Court.

1. Apologies The apologies of those Members unable to attend this meeting of the Court were noted.
2. Declarations There were no additional declarations.
3. Minutes *Resolved* – That, subject to the inclusion of Steve Goodman and Deputy Henry Pollard in the list of Members present, the Minutes of the Court meetings held on the 12 January 2023, are correctly recorded.
4. Mayoral engagements The Right Honourable the Lord Mayor took the opportunity to welcome Ian Thomas to his first meeting of the Court of Common Council as Town Clerk. The Lord Mayor then proceeded on to report on his recent engagements, including, alongside the Chairman of the Policy and Resources Committee, visits to Scotland, Ireland and the World Economic Forum in Davos. The Lord Mayor also spoke on his visits to Australia and the Gulf.
5. Policy Statement The Chairman of the Policy and Resources Committee began by reiterating the welcome to the new Town Clerk and looked forward to working with him in the months and years ahead.

Since the last Court, the Chairman had visited Paris and Washington D.C., in addition to the engagements he had attended alongside the Lord Mayor.

A key focus of today's agenda was the approval of the City Corporation's budget for the next fiscal year, on which the Chairman of the Finance Committee would be speaking more fully. The Policy Chairman said that the Finance Chairman had his complete support on this matter.

The Chairman remarked that the broad economic conditions looked to be stabilising, the City Corporation still faced significant challenges. While he felt the City should remain ambitious in its endeavours, he stressed to Members that they must prioritise where the Corporation's resources were allocated.

It was still possible to achieve significant feats, and the Chairman reminded

Members of the recent development in major capital projects, such as the markets' co-location programme and the Museum of London move, had been approved. The City Corporation must be mindful of its economic circumstances, and not over-expose themselves to overdue risk and remain prudent in their decision making.

The Chairman took the chance to thank policy officers from across the organisation who produced the City Corporation's budget recommendations to Government in advance of the upcoming Budget, covering topics including innovation and technology, green growth, and skills and inclusivity on the City Corporation's behalf. The Chairman would be meeting with the City Minister at HM Treasury to present the budget submission.

Finally, the Chairman informed the Court that last week had seen the launch of the Centre for Finance, Innovation and Technology (CFIT). The City Corporation had contributed £500,000 in seed funding, alongside the Treasury's £5 million commitment, to ensure that CFIT was a success and that the UK's growing fintech sector had the necessary support to be world leading.

6. FINANCE COMMITTEE

(Deputy Henry Nicholas Almroth Colthurst)

21 February 2023

(A) City Fund 2023/24 Budget Report and Medium-Term Financial Strategy

The Court considered a report of the Finance Committee presenting the overall financial position of the City Fund.

The Chairman spoke to introduce the budget, together with the City Cash budget at item 7(B), as well as clarifying a number of elements.

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

1. Note the overall budget envelope for City Fund.

1.1 Additional funding is required for new on-going cost pressures and have been included as budget uplifts:

1.1.1 Agreed pay award from 1st July 2022.

1.1.2 Assumptions for the 2023/24 pay award are held centrally – the final settlement will be approved by your Corporate Services Committee.

1.1.3 Pressures on Adult Social Care and Children Services.

1.1.4 Health and Safety team to be offset from increase in income from RPR workstream(s).

1.1.5 For Cyclical Works Programme (CWP): Following the meeting with the Joint Resource Allocation Sub Committee (RASC) and Service Committee Chairmen, additional headroom has been created for 2023/24 to address urgent health and safety issues – profiled over two years. Plus, a further £9.5m additional funding allocated (profiled over two years) from 2024/25 is

included within the medium-term to support the bow wave. Recommendation to release £30m of general fund risk reserves to support CWP backlog (paragraph 25).

- 1.1.6 Approve an uplift in grant to the Museum of London by £0.159m in 2023/24
- 1.2 To address inflationary pressures, remove the 2% efficiency saving requirement, using this overall sum plus carry forward underspends from 2022/23 to bolster the inflation contingency. Going forward, flat cash assumptions are no longer sustainable year-on-year and assumptions include 3% uplift in 2024/25, returning to 2% from 2025/26.
- 1.3 Fund one-off pressures and opportunities for transformation/invest to save opportunities in 2023/24 outlined in paragraph 24 from forecast carry forward underspends from 2022/23.
- 1.4 Unfunded additional revenue bids (paragraph 5) to be avoided during 2023/24, unless these can be prioritised from savings or income generated under the Resource Prioritisation & Refresh (RPR) workstreams – plus realign resources to the revised Corporate Plan to new areas requiring investment whilst delivering a sustainable MTFP.
- 1.5 Increase the rents for social tenants within the Housing Revenue Account as recommended by management from 5% to 7% (paragraph 16).
- 1.6 Following the meeting with Joint RASC and Service Committee Chairmen, concerns were raised on the urgent health and safety works needed at the Barbican Centre. It is recommended to ringfence £13m from the Major Projects reserve (£13.19m balance on major projects reserve) to support these works subject to business case approval.
- 1.7 As in previous years, it is recommended the earmarked security reserve retains £1m as a minimum to support future revenue security pressures and is reviewed regularly to ensure sufficient funds are available at all times.
- 1.8 Mitigating the Police Deficit: City of London Police (CoLP) planned mitigations over and above £12m mitigations already built in 2022/23 budgets, £6.6m in 2023/24 with £4.6m from 2024/25 onwards. Chamberlain's recommendation to increase in BRP of up to 0.2p in the £ in 2023/24 to further support mitigating residual deficits in Police MTFP and pressures under security.
- 1.9 Approve the overall financial framework and the revised Medium-Term Financial Strategy (paragraph 19-43).
- 1.10 Approve the City Fund Net Budget Requirement of £160.5m (Appendix A, paragraph 16)

Key decisions

The key decisions are in setting the levels of Council Tax and National Non-Domestic rates:

2.0 Council tax:

- 2.1 To approve an increase of 2% on social care precept, raising circa £170k, in response to on-going pressures in homelessness and adult social care. This is recommended given the pressures within adult social care totalling £200k p.a. (paragraph 46).
- 2.2 To approve increase of 2.99% on core Council Tax, raising circa £250k p.a. This is recommended to address £1m pressure on children services (for children with special education needs and unaccompanied asylum-seeking children aged between 18 and 25- unfunded) (paragraph 47).
- 2.3 To note, if both increases are adopted, the 4.99% increase will increase income by £420k and raise the Band D rate by circa £47.51 to £1,003.62 (before GLA precept); this is much needed to support vulnerable members of society.
- 2.4 To determine that a fully funded means tested council tax reduction scheme will continue in place for those on low incomes and least able to pay more.
- 2.5 To determine that the Local Discretionary discount for Care Leavers between the ages of 18 to 25 is continued for 2023/24.
- 2.6 Determine the amounts of Council Tax for the three areas of the City (the City, the Middle Temple and the Inner Temple to which are added the precept of the Greater London Authority (GLA) - Appendix B.
- 2.7 Determine that the relevant (net of local precepts and levies) basic amount of Council Tax for 2023/24 will not be excessive in relation to the requirements for a referendum.
- 2.8 Determine, the current 100% discount awarded to unoccupied and unfurnished and uninhabitable dwellings is continued at zero (0%) for the financial year 2023/24.
- 2.9 Determine that the premium levied on long-term empty property for 2023/24 of 100%, 200% and 300% on properties that have been empty for 2, 5 and 10 years respectively is continued in 2023/24.
- 2.10 It is recommended that, having regard to the government guidance issued, the Chamberlain be given the discretion, delegated to the Assistant Director, Shared Services, to reduce or waive the long-term empty premium charge in exceptional circumstances.
- 2.11 Approve that the cost of highways, street cleansing, waste collection and disposal, drains and sewers, and road safety functions for 2023/24 be treated as special expenses to be borne by the City's residents outside the Temples (Appendix B).

3.0 Business Rates

- 3.1 To approve an increase of up to 0.2p in the £ in Business Rate Premium raising up to circa £4.2m p.a. Increase in inflation has increased pressure on City Fund – smaller and regular increases of the Premium are much needed to support security on City Fund and Police

inflationary pressures (Appendix A, paragraph 21).

- 3.2 Note that the Non-Domestic Rate multiplier of 51.2p and a Small Business Non-Domestic Rate Multiplier Rate of 49.9p have been set by Central Government for 2023/24 (Appendix A, paragraph 20).
- 3.3 Note that, in addition, the GLA is levying a Business Rate Supplement in 2023/24 of 2.0p in the £ on properties with a rateable value of £75,000 and above (Appendix A, paragraph 22).
- 3.4 Delegate to the Chamberlain the award of discretionary rate reliefs under Section 47 of the Local Government Finance Act 1988 (Appendix A, paragraph 21).

4.0 Capital Expenditure

- 4.1 Approve the Capital Strategy (Appendix F).
- 4.2 Approve the Capital Contingency Budget for City Fund and the allocation of central funding from the appropriate reserves to meet the £3m contingency to support urgent health and safety new capital bids – release of funding being subject to approval at the relevant gateway and specific agreement of your Resource Allocation Sub-Committee at gateway 4(a) (Appendix A, paragraph 33).
- 4.3 Approve the continuation of the allocation of central funding in 2023/24 to provide internal loan facilities for police and the HRA, currently estimated at £9.8m and £13.5m respectively (Appendix A, paragraph 33).
- 4.4 Approve the Prudential Code indicators (Appendix D).

5.0 Treasury Management Strategy Statement and Annual Investment Strategy 2023/24

- 5.1 Approve the Treasury Management Strategy Statement and Annual Investment Strategy for 2023/24, including the treasury indicators – Appendix E.
- 5.2 Approve the authorised limit for external debt (which is the maximum the City Fund may have outstanding by way of external borrowing) at £365.1m for 2023/24; and the Minimum Revenue Provision (MRP) for 2023/24 at £1.3m (MRP policy is included within Appendix E – Treasury Management Strategy Statement and Investment Strategy Statement 2023/24 - appendix 2).
- 5.3 Approve the addition of multi-asset funds to the list of permitted non-specified investments subject to an overall limit of £50m (Appendix E, sub appendix 3). The Corporation is expected to maintain significant surplus cash balances for the foreseeable future. Multi-asset funds enable the Corporation to mitigate the gradual erosion of the real value of these long-term cash balances from the effects of inflation.
- 5.4 Approve the new policy for managing environmental, social and governance (ESG) risks within treasury investment activity (Appendix E, paragraph 5.4).

6.0 Chamberlain's Assessment

Take account of the Chamberlain's assessment of the robustness of estimates and the adequacy of reserves and contingencies (paragraphs 54-57 and Appendices A, C and H respectively).

(B) 2023/24 City's Cash Budgets and Medium-Term Financial Plan

(Deputy Henry Nicholas Almroth Colthurst)

21 February 2023

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

Resolved – That the Court:-

- 1.0 Note the latest revenue budgets for 2022/23.
- 2.0 Note the overall budget envelope for City Cash 2023/24 revenue budgets.
 - 2.1 Additional funding is required for new on-going cost pressures and have been included as budget uplifts:
 - 2.1.1 Agreed pay award from 1st July 2022.
 - 2.1.2 Assumptions for 2023/24 pay award held centrally – the final settlement will be approved by your Corporate Services Committee.
 - 2.1.3 Health and Safety team to be offset from increase in income from Resource Prioritisation Refresh (RPR) workstreams (split across City Fund and City's Cash).
 - 2.1.4 For Cyclical Works Programme (CWP): Following the meeting with the Joint Resource Allocation Sub Committee and Service Committee Chairmen, additional headroom has been created for 2023/24 to address urgent health and safety issues – City's Cash £2.216m – profiled over two years. Plus, a further £5.5m p.a. additional funding allocated (profiled over two years) from 2024/25 is included within the medium term to support the bow wave. Robust programme of delivery required, including sufficient resources identified to deliver the programme in a timely manner – potential risk of cost creep.
- 3.0 To address inflationary pressures, the removal of the 2% savings requirement, using this overall sum plus carry forward underspends from 2022/23 to bolster the inflation contingency. Going forward, flat cash assumptions are no longer sustainable.
- 4.0 Fund one-off pressures and opportunities for transformation in 2023/24 outlined in paragraph 7 from forecast carry forward underspends from 2022/23.
- 5.0 Approve the overall financial framework and the revised Medium-Term Financial Strategy (paragraphs 3-16).

- 5.1 Unfunded additional revenue bids: To be avoided during 2023/24 - 2026/27 with the Resource and Priorities Refresh (RPR) being tasked with reprioritising current spend in line with new Corporate priorities.
- 5.2 Department carry forwards from 2022/23 to be minimised, but with a general contingency to be held from 2022/23 underspend to address 2023/24 one-off pressures and transformation opportunities.
- 6.0 Approve the 2023/24 Capital and Supplementary Revenue Project Budgets for City's Cash amounting to £58.2m (including the contribution to Crossrail) (paragraph 25).
- 7.0 Approve the allocation of central funding of up to £19.4m for City's Cash to meet the cost of 2023/24 approved capital schemes. Release of such funding being subject to approval at the relevant gateway and specific agreement of your Resource Allocation Sub-Committee at Gateway 4(a). In addition, a contingency to be held under the capital programme of up to £3.0m to address urgent health and safety capital schemes. No new capital bids to be received in 2023/24 (paragraph 26-30).
- 8.0 Delegate authority to the Chamberlain to determine the final financing of capital and supplementary revenue project expenditure.

*Duckworth,
S.D., O.B.E.,
D.L., Deputy;
Joshi, S.,
Deputy*

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

7. BRIDGE HOUSE ESTATES BOARD

(Deputy Dr Giles Robert Evelyn Shilson)

22 February 2023

(A) Bridge House Estates (BHE) – 2023/24 Budget and Financial Forecasts

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

The Chairman spoke to introduce the budget, together with the Annual Report and financial statements for 2021/22 at item 8(B). The Chairman also informed the Court that the Charity's supplemental Royal Charter had been approved by His Majesty the King at a meeting of the Privy Council on 16 February. The supplemental Royal Charter would take effect once the Great Seal had been affixed, and would provide the express grant of relevant powers to provide Bridge House Estates further and more modern flexibility in relation to charity administration.

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

- i. Note the updated financial forecast for 2022/23;
- ii. Approve the 2023/24 budget and financial forecasts for the period

2024/25 – 2026/27;

- iii. Approve the release of the Bridge Replacement designated fund, upon the adoption of total return investment for the permanent endowment fund;
- iv. Approve the release of the designation of unrestricted income funds relating to amounts allocated for Social Investment (the Social Investment Fund); and
- v. Approve a level of £55m of free reserves to be maintained over and above the agreed minimum policy of £35m due to the slowdown in economic growth alongside inflationary pressures.

27 January 2023

(B) Bridge House Estates Annual Report and Financial Statements 2021/22

The Court considered a report of the Bridge House Estates Board presenting the Annual Report and Financial Statements for Bridge House Estates for the year ended 31 March 2022.

Resolved – that the Court, on behalf of the City Corporation as Trustee of Bridge House Estates (Charity No. 1035628), note the BHE Annual Report and Financial Statements for the year ended 31 March 2022.

8. POLICY AND RESOURCES COMMITTEE

(Deputy Christopher Michael Hayward)

19 January 2023

Bill for an Act of Common Council – Aldermanic Qualifications (Foreign Convictions)

The Court considered a report of the Policy and Resources Committee proposing a Bill for an Act of Common Council intended to regularise the position in respect of Aldermanic qualification in respect of certain convictions.

Resolved – that the Court approves:

- the Proposals to make consistent the qualification requirements for Aldermen in relation to foreign convictions.
- The draft Bill for an Act of Common Council to effect these changes, as set out in Appendix 1 to this report.

9. POLICY AND RESOURCES COMMITTEE

(Deputy Christopher Michael Hayward)

23 February 2023

Electronic Voting

The Court considered a report of the Policy and Resources Committee recommending the purchase of a portable hardware solution to enable an electronic voting system to be adopted by the Court of Common Council for use during Divisions.

Resolved – that the Court:

- agrees the purchase of a portable hardware solution to enable the electronic voting at the Court of Common Council;
- notes that subject to successful testing in coming months, changes to the Standing Orders will be brought forward in April 2023, with formal adoption of the new procedures to take effect from May 2023.

10. **CORPORATE SERVICES COMMITTEE**

(Deputy Alastair Michael Moss)

17 January 2023

Draft Pay Policy Statement 2023/24

The Court considered a report of the Corporate Services Committee presenting the draft Pay Policy Statement for 2023/24, to ensure that the City Corporation meets its requirements under the Localism Act 2011.

Resolved – that the Court agrees the draft Pay Policy Statement for 2023/24 to ensure that the City Corporation meets its requirements under the Localism Act 2011.

11. **CIVIC AFFAIRS SUB-COMMITTEE**

(Deputy Charles Edward Lord, OBE JP)

7 February 2023

Applications for Hospitality

(a) Early Evening Reception for the Central London Bench

It was proposed that the City Corporation hosts an early evening reception for the Central London Bench in the Grand Hall at the Central Criminal Court in October 2023.

The City Corporation has hosted an annual reception for the Central London Bench at the Old Bailey since 2018. The reception aims to further relations between the City of London Corporation and the Central London Bench.

Resolved - that hospitality be granted and that arrangements are made under the auspices of the Civic Affairs Sub-Committee; the costs to be met from City's Cash within approved parameters.

(b) Evening Reception to celebrate Diwali

It was proposed that the City Corporation hosts an early evening reception in November 2023 to celebrate Diwali.

Diwali is the five-day Hindu, Sikh and Jain festival of lights celebrated every autumn. It is the festival of new beginnings and symbolises the victory of good over evil and knowledge over ignorance. During the festival, homes, temples and workspaces are illuminated with lamps and candles. Families and communities come together for meals, gifts are exchanged, and community parades take place with music and dance performances.

Resolved - that hospitality be granted and that arrangements are made under the auspices of the Civic Affairs Sub-Committee; the costs to be met from City's Cash within approved parameters.

(c) Early evening reception following the UK commemorative ceremony to mark Holocaust Memorial Day

It was proposed that the City Corporation hosts an evening reception in the Old Library following the holding in Great Hall of the UK Commemorative Ceremony to mark Holocaust Memorial Day in January 2024

Resolved - that hospitality be granted and that arrangements are made under the auspices of the Civic Affairs Sub-Committee; the costs to be met from City's Cash within approved parameters.

(d) Finale of the Lord Mayor's Cadet Music Competition

It was proposed that the City Corporation hosts the finale of the Lord Mayor's Cadet Music Competition in Guildhall Yard followed by a buffet lunch in the Crypts in September 2023.

The Lord Mayor's Cadet Music Competition is an annual event that began in 2017. It consists of a series of heats between all cadet units in London and culminates with a finale between the top four cadet units in Guildhall Yard.

Resolved - that hospitality be granted and that arrangements are made under the auspices of the Civic Affairs Sub-Committee; the costs to be met from City's Cash within approved parameters.

(e) Naz Legacy Foundation 10th Anniversary Panel Discussion and Eid Dinner

It was proposed that the City Corporation hosts an interfaith panel discussion followed by an Eid dinner to celebrate the 10th anniversary of the Naz Legacy Foundation in July 2023.

Founded in 2012, the Naz Legacy Foundation is a UK-based charity established to continue the legacy of the late Naz Bokhari OBE, the first Muslim head teacher at a secondary school in the UK. Its aim is to help young people from minority communities and disadvantaged backgrounds by supporting education in UK democracy and civil society, providing advice and assistance in developing skills and abilities, and promoting interfaith relations.

The Foundation has received repeated public support from The King and senior political figures.

Resolved - that hospitality be granted and that arrangements are made under the auspices of the Civic Affairs Sub-Committee; the costs to be met from City's Cash within approved parameters.

12. BRIDGE HOUSE ESTATES BOARD

(Deputy Dr Giles Robert Evelyn Shilson)

22 February 2023

Bridge House Estates (BHE) – Conflict of Interest Policy

The Court considered a report of the Bridge House Estates Board proposing a Conflicts of Interests Policy for Bridge House Estates. The Policy reflected the requirements of the charity's new Supplemental Royal Charter, and had been drafted with reference to the City Corporation's Members Code of Conduct in a way which complied with charity good governance standards and would allow the Trustee to demonstrate that decisions for Bridge House Estates' benefit had been made properly and impartially.

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

- Agree, subject to the grant of the new Supplemental Royal Charter for Bridge House Estates, that the proposed Bridge House Estates Conflicts of Interests Policy be adopted as being in the best interests of the charity, with effect from the date on which the Supplemental Royal Charter is granted.

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

The Town Clerk informed the Court of an error in the list of applications; the name of Peter Francis Sheridan had been included, but Mr Sheridan had already been approved for the Freedom by the Court:

His Excellency Mansoor Abdullah Khalfan Juma Abulhoul	a Diplomat	Knightsbridge, London
<i>The Rt. Hon The Lord Mayor</i>	<i>Citizen and Merchant Taylor</i>	
<i>Deputy Christopher Michael Hayward</i>	<i>Citizen and Pattenmaker</i>	
Richard Stewart Austin	an Insurance Company Director	Kelvedon Hatch, Essex
<i>Malcolm Alastair Craig</i>	<i>Citizen and Gold & Silver Wyre Drawer</i>	
<i>Robert Clive Booth</i>	<i>Citizen and Gold & Silver Wyre Drawer</i>	

Dean John Barnes <i>Vincent Dignam</i> <i>John Paul Tobin</i>	a Ductwork Ventilation System Company Director <i>Citizen and Carman</i> <i>Citizen and Carman</i>	Dartford, Kent
Matthew Winthrop Barzun <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Christopher Michael Hayward</i>	a Diplomat <i>Citizen and Merchant Taylor</i> <i>Citizen and Pattenmaker</i>	Louisville, Kentucky, United States of America
David Bird <i>Timothy Matthew Wright</i> <i>The Revd James Edward Power</i>	a Forensic Polygraph Examiner, retired <i>Citizen and Glazier</i> <i>Citizen and Haberdasher</i>	Enfield, Middlesex
Christopher Ashley Wilson Blackmore <i>Michael Steele Keith Grant</i> <i>David Anthony Bickmore</i>	a Reinsurance Broker, retired <i>Citizen and Information Technologist</i> <i>Citizen and Wax Chandler</i>	Malmesbury, Wiltshire
Simon Harvey Bond <i>Deputy James Henry George Pollard</i> <i>Ald. Robert Charles Hughes-Penney</i>	an Investment Portfolio Management Director <i>Citizen and Skinner</i> <i>Citizen and Haberdasher</i>	Roydon, Essex
Sir Graham Stuart Brady <i>Deputy Christopher Michael Hayward</i> <i>Robert Charles Michael Wigley</i>	a Member of Parliament <i>Citizen and Pattenmaker</i> <i>Citizen and International Banker</i>	Altrincham, Cheshire
Nicolas Noël André Bréteau <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Vincent Keaveny</i>	a Financial Services Company Chief Executive <i>Citizen and Merchant Taylor</i> <i>Citizen and Solicitor</i>	Kensington, London
David Brigden <i>Michael Steele Keith Grant</i> <i>David Anthony Bickmore</i>	a Chartered Surveyor <i>Citizen and Information Technologist</i> <i>Citizen and Wax Chandler</i>	Muswell Hill, London
Oliver Daniel Bullman <i>Richard Gary Stephen Miller</i> <i>Hilary Miller</i>	a Shipping Container Company Director <i>Citizen and Glover</i> <i>Citizen and Glover</i>	Ongar, Essex
Austin Grenville Burn <i>Michael John Singleton</i> <i>Robert Paul Selwyn</i>	a Page of the Presence, retired <i>Citizen and Fletcher</i> <i>Citizen and Fletcher</i>	Old Windsor, Berkshire
Caroline Burton <i>Susanne Margaret Janet Wooltorton</i> <i>Brendan Paul Tobin</i>	a Global Data Protection Officer <i>Citizen and Poulter</i> <i>Citizen and Poulter</i>	Norwich, Norfolk
Eamon Patrick Campbell <i>Calogero Alu</i> <i>Russell Chweidan</i>	a Technology Company Director <i>Citizen and Baker</i> <i>Citizen and Baker</i>	Winchmore Hill, London
Dr Claudia Carraro D'amore <i>Ronald Peter Murray</i>	a Local Authority Press Office Manager <i>Citizen and Firefighter</i>	Padua, Italy

<i>Alan William Mabbutt</i>	<i>Citizen and Firefighter</i>	
Simon Philip Cattle <i>Michael Steele Keith Grant</i> <i>David Anthony Bickmore</i>	a Gas Company Senior Adviser <i>Citizen and Information Technologist</i> <i>Citizen and Wax Chandler</i>	Berkhamsted, Hertfordshire
James Blake Chapman <i>Ald. Alison Jane Gowman</i> <i>Deputy Marianne Bernadette Fredericks</i>	a Firefighter <i>Citizen and Glover</i> <i>Citizen and Baker</i>	Brentwood, Essex
Robert Michael Cullen <i>Vincent Dignam</i> <i>John Paul Tobin</i>	a Rail Infrastructure Company Managing Director <i>Citizen and Carman</i> <i>Citizen and Carman</i>	Toddington, Bedfordshire
Philip Francis Cusack <i>Vincent Dignam</i> <i>John Paul Tobin</i>	a Tool Supplies Company Managing Director <i>Citizen and Carman</i> <i>Citizen and Carman</i>	Potters Bar, Hertfordshire
Lewis William Dance <i>Vincent Dignam</i> <i>Ald. Ian David Luder</i>	a Chamberlain's Court Apprentice <i>Citizen and Carman</i> <i>Citizen and Cooper</i>	Hoddesdon, Hertfordshire
Mark Andrew Devenport <i>Allan Stewart Anderson</i> <i>Daniel Flowers</i>	a Joiner, retired <i>Citizen and Plumber</i> <i>Citizen and Plumber</i>	Wandsworth, London
Thomas Leslie Duffin <i>Keith Richard Stevens</i> <i>Dmytro Tupchiienko</i>	a National Charity Partnerships Director, retired <i>Citizen and Management Consultant</i> <i>Citizen and Stationer & Newspaper Maker</i>	Colwich, Staffordshire
Austin Andrew Sindelka Erwin <i>David Robert Attwood</i> <i>Alan Victor George Croucher</i>	a Debt Restructuring Consultant <i>Citizen and Plumber</i> <i>Citizen and Tyler & Bricklayer</i>	Balham, London
Joshua George Fincher <i>Deputy Keith David Forbes Bottomley</i> <i>Ald. & Sheriff Alastair John Naisbitt King, DL</i>	a Blacksmith <i>Citizen and Wheelwright</i> <i>Citizen and Blacksmith</i>	Wellington, Herefordshire
James Paul Flint <i>Deputy Henry Llewellyn Michael Jones</i> <i>Deputy Marianne Bernadette Fredericks</i>	an Actor <i>Citizen and Common Councillor</i> <i>Citizen and Baker</i>	Poplar, London
Dr Alberto Franceschi <i>Ronald Peter Murray</i> <i>Alan William Mabbutt</i>	an Honorary Consul of Lithuania <i>Citizen and Firefighter</i> <i>Citizen and Firefighter</i>	Padua, Italy
Farshid Gazeranchi <i>Robert Brian Linton</i> <i>Abdul Latif</i>	an Oil and Gas Supply Company Director <i>Citizen and Blacksmith</i> <i>Citizen and Poulter</i>	Paddington, London
Jacqueline Lesley Gilbert <i>Lord Mountevans</i>	an Administrator <i>Citizen and Shipwright</i>	Whyteleafe, Surrey

<i>Ald. Sir David Hugh Wootton</i>	<i>Citizen and Fletcher</i>	
Richard Duane Grant <i>Judy Senta Tayler-Smith</i> <i>Simon Jonathan Tayler-Smith</i>	a Chartered Building Engineer, retired <i>Citizen and Upholder</i> <i>Citizen and Basketmaker</i>	Wigston, Leicestershire
Laura Michelle Reyes Groutides <i>The Rt. Hon The Lord Mayor</i> <i>John Dominic Reid, OBE</i>	an Executive Assistant To The Pageantmaster <i>Citizen and Merchant Taylor</i> <i>Citizen and Grocer</i>	Coulsdon, Croydon
Edward Andrew Harding <i>Ann-Marie Jefferys</i> <i>Anne Elizabeth Holden</i>	a Chartered Accountant and Management Consultant <i>Citizen and Glover</i> <i>Citizen and Basketmaker</i>	Hove, East Sussex
Rebecca Louise Hardman <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Vincent Keaveny</i>	a Professional Services Senior Operations Manager <i>Citizen and Merchant Taylor</i> <i>Citizen and Solicitor</i>	Haringey, London
Peter James Harris <i>Simon Phillip Bannister</i> <i>Roy Raymond Cullen</i>	a Fire Alarm Engineer, retired <i>Citizen and Blacksmith</i> <i>Citizen and Wheelwright</i>	Bromley, Kent
Ashley Hine <i>Peter Christopher Brockbank</i> <i>Peter John Lambert</i>	an Information Technology Company Director <i>Citizen and Pavior</i> <i>Citizen and Pavior</i>	Twickenham, Middlesex
Brigadier Neville Robert Holmes, MBE <i>Lord Robert George Alexander</i> <i>Lingfield, Kt, DL</i> <i>Mark Watson-Gandy</i>	an Army Officer <i>Citizen and Goldsmith</i> <i>Citizen and Scrivener</i>	Cheddar, Somerset
Mohammed Ahabab Hossain <i>Munsur Ali, CC</i> <i>Deputy Rehana Banu Ameer</i>	a Community Activist <i>Citizen and Common Councillor</i> <i>Citizen and Common Councillor</i>	Bethnal Green, London
Christopher James Hurren <i>Paul Holmes</i> <i>Mark Robert Jason Eyles-Thomas</i>	a Chauffeur, retired <i>Citizen and Security Professional</i> <i>Citizen and Security Professional</i>	Orpington, Kent
Elizabeth James <i>Ann-Marie Jefferys</i> <i>Anne Elizabeth Holden</i>	a Residential Property Manager <i>Citizen and Glover</i> <i>Citizen and Basketmaker</i>	Chichester, West Sussex
Josephine Amanda Jones <i>Michael Steele Keith Grant</i> <i>Carolyn Jane Hutchings</i>	a Bank of England Official, retired <i>Citizen and Information Technologist</i> <i>Citizen and Fan Maker</i>	Putney, London, Wandsworth
Peter Francis Junker <i>Ann-Marie Jefferys</i> <i>Anne Elizabeth Holden</i>	an Information Technology Company Manager, retired <i>Citizen and Glover</i> <i>Citizen and Basketmaker</i>	Sunbury-on-Thames, Surrey
Sumit Kanwar	an Automotive Industry Head of Business	Langley, Berkshire

<i>Trevor James Brignall</i>	<i>Citizen and Marketor</i>	
<i>Simon Jonathan Mark Burrows</i>	<i>Citizen and Framework Knitter</i>	
Suraiya Kassamally	a Primary School Teacher, retired	Iford, Essex
<i>Ian Sidney Balcombe</i>	<i>Citizen and Pattenmaker</i>	
<i>Timothy John Macandrews JP</i>	<i>Citizen and Gold & Silver Wyre Drawer</i>	
Trevor John Koschalka	a Police Inspector, retired	Walton On Thames, Surrey
<i>Donald Henry McGarr</i>	<i>Citizen and Basketmaker</i>	
<i>Omaid Hiwaizi</i>	<i>Citizen and Marketor</i>	
Afua Serwah Kyei	The Bank of England Chief Financial Officer	Chelsea, London
<i>Ald. Professor Michael Raymond Mainelli</i>	<i>Citizen and World Trader</i>	
<i>Andrew Frederick Seaforth Cox</i>	<i>Citizen and Grocer</i>	
Dr Tatyana Rekrut Lapa-Enright	a Medical Doctor	Cambridge, Cambridgeshire
<i>Graham George Cooke</i>	<i>Citizen and Painter Stainer</i>	
<i>Ann-Marie Jefferys</i>	<i>Citizen and Glover</i>	
Kelly Lesurf	a Membership & Outreach Manager	Leytonstone, London
<i>Ald. Sir David Hugh Wootton</i>	<i>Citizen and Fletcher</i>	
<i>Dr Iain Reid</i>	<i>Citizen and Ironmonger</i>	
Jane Riddick Heron Macdonald	a Dentist, retired	Putney, London
<i>Stephen David Willis</i>	<i>Citizen and Musician</i>	
<i>Dr Millan Sachania</i>	<i>Citizen and Musician</i>	
Geoffrey Hugh Maitland-Jones	a Data Analyst	Herstmonceux, East Sussex
<i>Michael Steele Keith Grant</i>	<i>Citizen and Information Technologist</i>	
<i>David Anthony Bickmore</i>	<i>Citizen and Wax Chandler</i>	
Anne-Marie Maningas	a Transport For London Instructor Operator	Brentford, Middlesex
<i>Donald Henry McGarr</i>	<i>Citizen and Basketmaker</i>	
<i>Dhruv Patel</i>	<i>Citizen and Clothworker</i>	
Lesley Fiona Barbara McAlpine	a City of London Guide	Charlton, London
<i>Stephen David Willis</i>	<i>Citizen and Musician</i>	
<i>Dr Millan Sachania</i>	<i>Citizen and Musician</i>	
Timothy Gerald McCarthy	a Labour Supply Company Managing Director	Edgware, Middlesex
<i>Vincent Dignam</i>	<i>Citizen and Carman</i>	
<i>John Paul Tobin</i>	<i>Citizen and Carman</i>	
Ralph Edward Stanley Miller	a Government Official, Retired	Lanner, Cornwall
<i>Colin Anthony Cox</i>	<i>Citizen and Air Pilot</i>	
<i>David Harry</i>	<i>Citizen and Stationer & Newspaper Maker</i>	
Robert William Newcombe	a Barrister	Rothbury, Northumberland
<i>Ald. Alexander Robertson</i>	<i>Citizen and Ironmonger</i>	
<i>Martin Barr</i>		
<i>Lucinda Mary Elisabeth</i>	<i>Citizen and Skinner</i>	

Newcombe

Lauren Jayne Osborne-Patterson <i>Deputy Philip Woodhouse Jamel Banda, CC</i>	a Trainee Legal Executive <i>Citizen and Grocer Citizen and Poulter</i>	Newdigate, Surrey
James David Miles Owens <i>Richard Gary Stephen Miller Norman Edward Chapman</i>	a Regional Data Centre Operations Manager <i>Citizen and Glover Citizen and Glover</i>	Hampton, Middlesex
David Peter Burrett Reid <i>Richard George Turk Dr Iain Reid</i>	a Charity Executive Director <i>Citizen and Shipwright Citizen and Ironmonger</i>	Shipton Under Wychwood, Oxfordshire
Howard Jeffery Rind <i>Peter Hubert William Ruddy Melvyn Stuart Davis</i>	a Solicitor <i>Citizen and Bowyer Citizen and Bowyer</i>	Sanderstead, South Croydon
William Damian Stuart Rouse <i>Lex Agathangelou Major General William O'Leary</i>	a Recruitment Services Company Director <i>Citizen and Turner Citizen and Turner</i>	Basingstoke, Hampshire
Andrew Mark Russell <i>Ruby Sayed, CC Helen Lesley Fentimen, OBE, JP, CC</i>	a Head of School <i>Citizen and Common Councillor Citizen and Common Councillor</i>	Bournemouth, Dorset
John Edward Sinclair <i>David O'Reilly Richard Logue</i>	a Procurement Consultant <i>Citizen and Educator Citizen and Educator</i>	Colchester, Essex
Oscar Stewart Talbot Smith <i>Nicholas John Trillwood Sarah Catherine Trillwood</i>	a Chartered Surveyor <i>Citizen and Goldsmith Citizen and Goldsmith</i>	Blackheath, London
Victoria Ann Smurfit <i>Ald. Vincent Keaveny Vincent Dignam</i>	an Actress <i>Citizen and Solicitor Citizen and Carman</i>	Notting Hill, London
Caroline Theresa Speight <i>Anthony William Parker Richard George Turk</i>	a Rowing Coach and Safety Boat Officer <i>Citizen and Glass Seller Citizen and Shipwright</i>	Upper Norwood, London
Glenn Springett <i>Brian Thomas Porter Elliott Thomas Porter</i>	a Construction Group Managing Director <i>Citizen and Fruiterer Citizen and Fruiterer</i>	Maidstone, Kent
Mitchell Loney Leslie Ben Walker <i>Henry Llewellyn Michael Jones, CC</i>	a Procurement and Contracts Officer <i>Citizen and Common Councillor</i>	Hornchurch, Essex

<i>Vincent Dignam</i>	<i>Citizen and Carman</i>	
Glyn Douglas Wallis-Jones <i>Graham John Peacock</i> <i>Richard Eaglesfield Floyd</i>	a Civil Servant <i>Citizen and Loriner</i> <i>Citizen and Basketmaker</i>	East Sheen, London
Martin William Ward <i>Gregory James Kirby</i> <i>Peter John Lambert</i>	a Senior Technical Support Engineer <i>Citizen and Glover</i> <i>Citizen and Pavior</i>	South Ruislip, Middlesex
Christopher Warden <i>Deputy James Michael Douglas Thomson</i> <i>His Honour Simon Stewart Coltart</i>	a City Livery Company House Steward <i>Citizen and Grocer</i> <i>Citizen and Grocer</i>	High Wycombe, Buckinghamshire
Andrew Timothy Whitehead <i>Michael Steele Keith Grant</i> <i>David Anthony Bickmore</i>	an Operations and Facilities Manager <i>Citizen and Information Technologist</i> <i>Citizen and Wax Chandler</i>	Pulborough, West Sussex
Dr John Arthur Robert Williams <i>Colin Norman Newsome</i> <i>Malcolm Ronald Vincent</i>	an Academic <i>Citizen and Engineer</i> <i>Citizen and Engineer</i>	Solihull, West Midlands
Debra Jill Witt <i>Deputy Graham David Packham</i> <i>Catherine Sidony McGuinness, CBE, CC</i>	a Consultant <i>Citizen and Upholder</i> <i>Citizen and Solicitor</i>	Holborn, London
James Malcolm Woolley <i>Richard Gary Stephen Miller</i> <i>John Charles Jordan</i>	a Publican <i>Citizen and Glover</i> <i>Citizen and Glover</i>	Leighton Buzzard, Bedfordshire

14.
Appointments

The Court proceeded to consider the following appointments:

- (A) Three Members on the **Board of Governors of the City of London Freemen's School**, for the balances of terms expiring in July 2026, July 2024 and July 2023.

Nominations received:-

John Foley

Read.

Whereupon the Lord Mayor declared John Foley to be appointed to the Board of Governors of the City of London Freemen's School.

- (B) One Member on the **Capital Buildings Board** for the balance of the term expiring in April 2026.

Nominations received:-

Steve Goodman

Read.

Whereupon the Lord Mayor declared Steve Goodman to be appointed to the Capital Buildings Board.

- (C) Two Members on the **Member Learning and Development Steering Group**, for the remainder of the 2022/23 civic year.

Nominations received:-

Eamonn Mullally

Read.

Whereupon the Lord Mayor declared Eamonn Mullally to be appointed to the Member Learning and Development Steering Group.

- (D) Four Members on **The Honourable The Irish Society** for three year terms expiring in March 2026.

Nominations received:-

James Bromiley-Davis

John Foley

John Griffiths

Tim McNally

Alpa Raja

Hugh Selka

Read.

- (E) Four Members on the **Committee of Aldermanic Almoners, Common Council Governors and Donation Governors of Christ's Hospital**, for the balances of one vacancy expiring in March 2026, two vacancies expiring in March 2025 and one vacancy expiring in March 2024.

Nominations received:-

James Bromiley-Davis

Read.

Whereupon the Lord Mayor declared James Bromiley-Davis to be appointed to the Committee of Aldermanic Almoners, Common Council Governors and Donation Governors of Christ's Hospital.

- (F) Two Members on the **Mitchell City of London Charity and Educational Foundation**, for the a term expiring in March 2028 and the balance of a term expiring in March 2025.

Nominations received:-

Steve Goodman

*Alderwoman Susan Pearson
Ruby Sayed

Read.

- (G) One Member on the **City of London Reserves Forces and Cadets Association**, for a three year term expiring March 2026.

Nominations received:-

*Deputy Simon Duckworth
Nighat Qureishi
Alpa Raja

Read.

- (H) Three Members on the **Guild Council of St Lawrence Jewry** for one year-terms expiring in March 2024.

Nominations received:-

James Bromiley-Davis
*Alderman Gregory Jones
Deputy Charles Edward Lord

Read.

Whereupon the Lord Mayor declared James Bromiley-Davis, Alderman Gregory Jones and Deputy Charles Edward Lord to be appointed to the Guild Council of St Lawrence Jewry.

The Court proceeded, in accordance with Standing Order No.10, to ballot on each of the foregoing contested vacancies. The Lord Mayor appointed the Chief Commoner and the Chairman of the Finance Committee, or their representatives, to be the scrutineers of the ballots.

The Court noted that Alderman Sir William Russell would continue to serve his term as Governor of The Honourable The Irish Society having previously been appointed for a three-year term, expiring in March 2024.

The Court noted the appointment of Alderman Robert Howard, having previously been appointed for a term expiring in March 2025.

The Court endorsed the appointment of Alderman Gregory Jones for a second term of office on the Honourable the Irish Society, expiring in March 2026.

The Town Clerk also informed the Court that in accordance with the terms of the Charter for The Honourable The Irish Society, the Deputy Governor had been appointed by the Court of the Irish Society and was due to be installed later that day.

Resolved – That the votes be counted at the conclusion of the Court, and the results printed in the Summons for the next meeting, and communicated to Members as soon as they are available.

15. Motion

Contained within the summons, the Court was advised that the appointment of Mary Durcan to the Planning & Transportation Committee for the Ward of Castle Baynard had been granted by the Court under urgency procedures outlined in Standing Order 19 following the resignation of Martha Grekos from the Court of Common Council.

16. Questions

Woodhouse, P., Deputy to the Chairman of the Policy and Resources Committee

Light Touch Governance Review

Deputy Philip Woodhouse asked a question of the Chairman of the Policy and Resources Committee relating to the Light Touch Governance Review, seeking an action tracker showing what had been achieved under the review. He added that Lord Lisvane had been appointed to undertake the previous review as an independent advisor due to the perceived difficulties in doing it internally and asked the Chairman why it was felt that the City Corporation was now capable of doing a light touch review itself, and if it would not have been more suitable to invite Lord Lisvane to conduct it instead.

Responding, the Chairman of the Policy and Resources Committee emphasised that this was a light touch governance review. The review conducted by Lord Lisvane had been of a different magnitude entirely, and it was now for the City Corporation to take forward further measures and amendments to its governance as it so wished that had arisen in the period since. The light touch review was not intended to revisit Lord Lisvane's review.

An update on the Light Touch Governance Review came to the Policy & Resources Committee in February and was further discussed at the informal meeting of the Court in early March. This included an update on decisions made to date. An additional report would be brought forward to the Policy & Resources Committee in March after which all relevant recommendations would be submitted to the Court in April..

Deputy Woodhouse asked a supplementary question, informing the Court of his considerable concern over the current standards process, he asked the Chairman to consider working with all Members to find a suitable change to the current standards process.

The Chairman replied that he was aware of feelings amongst Members of the Court as to how the standards process worked. He felt that while this was not the occasion to discuss the standards process, he was always open to working with all Members of the Court and that it was essential to have a robust standards process.

Lord Mayor's engagements

Mark Wheatley asked a question of the Chairman of the Policy and Resources Committee, reflecting on transparency and the City Corporation's public role, and asking if the Lord Mayor would commit to providing Members of the Court with a full written list of all the Lord Mayor's meetings on his overseas engagements.. Whilst the Lord Mayor's updates were greatly appreciated by all members of your

Wheatley, M., to the Chairman of the Policy and Resources Committee

honourable Court. Mr Wheatley asked the Chairman if he would also commit to.

In reply, the Chairman of Policy and Resources said that it had fallen to him to respond to the question on behalf of the Lord Mayor. The Chairman said that the Lord Mayor's overseas engagement programme, supported by the Foreign, Commonwealth and Development Office and the Department for Business and Trade, was crucial to delivering the City Corporation's priorities and objectives in growth markets overseas. He was aware that, in addition to verbal updates at Court, details of the Lord Mayor's engagements were set out in the monthly Member briefing. The Chairman informed Members that the Lord Mayor would be very happy to provide a full list of meeting that have taken place during an overseas visit to any Member on request, and to consider whether there was a suitable mechanism through which these details could be routinely shared with Members in future.

In response, Mr Wheatley invited the Lord Mayor to treat his question as a standard request on his behalf to be provided with this information on a regular basis. He also asked if further information could be provided on the advisory process when candidates for Lord Mayor were presented. He welcomed the open elections to the Court of Alderman, but said that it was his understanding that the Court of Alderman was advised by a Committee when nominating individuals to the Livery Companies for election to Lord Mayor, and suggested that this was a somewhat opaque process. He therefore asked if information could be provided as to the membership of this committee, and against what criteria they recommended candidates for progression.

The Chairman replied that he was sure that those details could be made available. It was correct to say that there was a panel advising the Court of Alderman on progression to the shrievalty, comprised in the majority by businessmen and woman, captains of industry and individuals from the Financial and Professional Services industry within the City of London, along with the Chairman of the Policy and Resources Committee and the Chief Commoner. The panel met annually, and makes recommendations to the Court of Alderman.

London Living Wage

*Durcan, M., to
the Chairman
of the Policy
and Resources
Committee*

Mary Durcan asked a question of the Chairman of the Policy and Resources Committee, asking if he supported her in her request that Members and the Court did all they could to promote the London Living Wage. Though paying the London Living Wage presented an additional cost to employers, there were advantages such as reduced absenteeism and sick leave, making for employers to easier to recruit and retain staff, and showing a huge boost in staff morale and productivity. Organisations had to opt in, and Ms Durcan requested that all Members ask their employers if they were a London Living Wage accredited employer, and to ask them to join if they were not. She also requested that Members enquire as to whether their suppliers and subcontractors were also accredited. = She also asked the City Corporation to do all it could to advertise the London Living Wage so that London could be made a Living Wage City.

In reply, the Policy Chairman said that the London Living Wage was a life raft for many of London's workers, and at a time of increased costs it was more important

than ever that employers paid their staff a fair salary. He was proud to have launched the London Living Wage when serving as Deputy Chairman of Policy & Resources, and was proud of the City Corporation's continued support. He was also proud that all staff of the City Corporation received the London Living Wage, uprated as soon as annual increases were announced. The City Corporation also required its contractors to pay the living wage to their staff. The Policy Chairman undertook to look at the details of the campaign referenced by Ms Durcan, but agreed that London employers could do more and urged them to look at the campaign.

Foreign Policy

*Durcan, M., to
the Chairman
of the Policy
and Resources
Committee*

Addressing the Chairman of Policy and Resources, Munsur Ali referred to a question he had asked at a previous Court meeting on how the City Corporation decided on its engagement with and support for foreign nations. He felt that the City Corporation was at risk of being perceived to be selective with its sympathy.. Unless the nature of the City Corporation's support was properly clarified, the question would always pose a threat. He therefore asked the Chairman to clarify the City Corporation's policy on foreign affairs, the extent of its support, how it was decided and if it was fit for purpose.

The Chairman began his response by emphasising his pride in the City Corporation's support for the people of Ukraine in the face of Russian aggression. The Chairman said that the Corporation held an annual budget of £125,000 allocated to an International Disasters Fund, overseen by the Finance Committee. Donations from this fund were usually made in response to appeals by the Disasters Emergency Committee (DEC), which the Chairman said was a trusted and recognised partner in providing disaster support. Given the emergency nature of these appeals, donations were generally agreed under the urgency procedure by the Town Clerk in consultation with the Chairman and Deputy Chairman of the Finance Committee, in line with criteria agreed by the Finance Committee in 2021. During the 2022/23 financial year, £100,000 in donations had been made to the Bangladesh Flood Appeal, the Pakistan Flood Appeal and the Turkey-Syria Earthquake Appeal. In September 2017 and December 2019, two donations of £25,000 were made to the Rohingya Crisis Appeal. The Chairman said that some Members would recall that in 2020, the City Corporation stripped Aung San Suu Kyi of her Freedom, something that was not taken lightly. The City Corporation publicly condemned the humanitarian abuses being carried out in Myanmar.

The Chairman said that in 2022, the Court had passed a motion unanimously condemning the Russian invasion in the strongest possible terms. Such was the feeling of the Court, the motion had been amended to approve a contribution of £250,000 to support the humanitarian relief effort in Ukraine, in addition to the £25,000 that had already been donated through the processes previously outlined. The City Corporation had a clear policy on when donations were made in response to international disasters, and on the occasion of the Ukraine crisis, the Court had unanimously taken the view that the crisis was of sufficient urgency and severity that additional funding over and above the International Disaster Fund donation was justified.

Mr Ali asked a supplementary question, about the Corporation's activities beyond

and above the funds, especially in instances such as those the Policy Chairman had referred to where resource had not come from the disaster fund. He asked if the Chairman agreed that a more transparent and consistent policy was required, rather than those making the decisions simply identifying and sympathising with some nations over others, and if he did agree, what he would suggest.

The Chairman replied by referring Mr Ali to the Finance Committee's International Funds Donation Policy, agreed in January 2021 and which he believed set out a consistent policy. He would ask officers to circulate this policy alongside a list of appeals which had been donated to.

Tom Sleigh asked a supplementary question of the Policy Chairman, saying that he suspected all Members stood wholeheartedly behind the City Corporation's support of Ukraine. He said that the discussion had been focused on the humanitarian side of the issue but said that the aspect of choosing which countries to do business and encourage trade with was also important. As Ukraine moved away from Moscow, it would be looking west, but faced barriers in working with the UK. He asked if the Chairman would agree to discuss with officers what the City Corporation could do to encourage reduction of these barriers and play its part in improving trade between the Ukraine and the UK.

The Chairman replied, thanking Mr Sleigh and Sheriff Andrew Marsden for joining the London Chamber of Commerce's recent delegation to Ukraine which he felt was an incredibly worthwhile venture. He committed to speak to officers to see what might be possible.

Frances Leach felt that the key issue of availability of support for different contexts had not been addressed. She said the focus had been on the financial elements of the City Corporation's support, which she acknowledged was important, and referred to her experience with the DEC. She referred to the Corporation's cultural output, which with Destination City was becoming a huge part of the Corporation's agenda, and said she felt there were gaps in where the Corporation applied this cultural support. She therefore asked the Chairman to consider this alongside the financial considerations.

The Chairman agreed and undertook to take this away to consider further.

17. **POLICY AND RESOURCES COMMITTEE**

(Deputy Christopher Michael Hayward)

3 February 2023

Report of Urgent Action Taken: London Councils Grants Scheme 2023/24 Levy

The Court was recommended to note action taken under urgency procedures related to the London Councils Grants Scheme 2023/24 Levy.

Resolved – That the report be received.

18. **POLICY AND RESOURCES COMMITTEE AND FINANCE COMMITTEE**

(Deputy Christopher Michael Hayward and Deputy Henry Nicholas Almroth Colthurst Colthurst)

15 January 2023

Report of Urgent Action Taken: Eight Authority Pool

The Court was recommended to note action taken under urgency procedures related to the London Councils Grants Scheme 2023/24 Levy.

Resolved – That the report be received.

19.
Legislation

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

Statutory Instruments

Date in force

The Council Tax and Non-Domestic Rating (Demand Notices) (England) (Amendment) Regulations 2023 No. 13

31st January 2023

These Regulations amend Regulations from 2003 in relation to non-domestic rating demand notices. Under the 2003 Regulations, a rate demand notice served by the Common Council in its capacity as a billing authority must contain certain specified information. These Regulations amend the existing Regulations to update the information that must be provided in the demand notice concerning the non-domestic rating system and rate reliefs.

The School and Early Years Finance (England) Regulations 2023 No. 59

1st January 2023

These Regulations make provision for local authorities' financial arrangements in relation to the funding of maintained schools for the financial year 2023-2024. They set out the appropriate formulae in accordance with which local authorities must determine budget shares for schools maintained by them. The Regulations apply to the Common Council's funding of its maintained schools.

The Town and Country Planning (Development Management Procedure) (England) (Amendment) Order 2023 No. 142

31st January 2023

This Order amends an existing Order from 2015, which makes provision for local planning authorities and the Secretary of State to consult certain authorities or persons within certain categories, before issuing a grant of planning permission. This Order adds Active Travel England to the list of statutory consultees and sets out the categories of development for which this new Government agency must be consulted.

Read.

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

20. There were no ballots at the last Court.
Appointments

21. *Resolved unanimously* – that the sincere gratitude of the Court be given to
Resolutions

*Packham. G.,
Deputy;
Colthurst, H. N.
A., Deputy*

Martha Grekos

for her service to the ward of Castle Baynard, the Court of Common Council and the City Corporation. While her time on the Court had been brief, she had served on ten committees and her knowledge as a planning lawyer had been particularly useful on the Planning and Transportation Committee, and the Court thanked her for her many contributions. Martha would also be remembered for progressing numerous ward issues, including her deep involvement with the Fleet Street Quarter BID. In taking its leave of Martha, the Court thanked Martha for her service and wished her well for the years to come.

22. Awards
and Prizes
There was no report.

23. Docquets
for the Hospital
Seal.
There were no docquets for the Seal.

24. *Resolved* – That the public be excluded from the meeting for the following items of business below on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 and 4 of Part 1 of Schedule 12A of the Local Government Act, 1972.
*Duckworth,
S.D., O.B.E.,
D.L., Deputy;
Colthurst, H. N.
A., Deputy*

25. Non-
public minutes
Resolved – That the non-public minutes of the last Court held on 8 December are correctly recorded.

Locum Tenens

The Town Clerk reported that the Lord Mayor now needed to depart the meeting in order to attend another official engagement. Accordingly, there was produced and laid in Court a Warrant, signed by the Right Honourable The Lord Mayor, appointing Alderman Ian Luder as Locum Tenens to transact all the business appertaining to the Office of Mayoralty of this City during his absence.

26. **CITY OF LONDON POLICE AUTHORITY BOARD AND FRAUD AND CYBER CRIME REPORTING AND ANALYSIS SERVICE PROCUREMENT COMMITTEE**
The Court considered a joint report of the Police Authority Board and the Fraud and Cyber Crime Reporting and Analysis Service Committee presenting the Full

Business Case for the Fraud and Cyber Crime Reporting and Analysis Service.

27. **POLICE AUTHORITY BOARD AND FINANCE COMMITTEE**
The Court considered a joint report of the Police Authority Board and the Finance Committee on a contractual matter.
28. **PROPERTY INVESTMENT BOARD**
- (A) City's Estate: disposal of a long leasehold**
The Court considered a report of the Property Investment Board recommending the disposal of a long leasehold interest.
- (B) Report of Urgent Action Taken: City's Estate: Disposal of Freehold**
The Court considered a report of the Property Investment Board relating to a decision taken under urgency relating to the disposal of a freehold.
- (C) Report of Urgent Action Taken: City's Estate: Disposal of Freehold**
The Court considered a report of the Property Investment Board relating to decisions taken under urgency relating to the disposals of freeholds.
29. **CORPORATE SERVICES COMMITTEE**
The Court considered a report of the Corporate Services Committee relating a decision taken under urgency related to the creation of posts related to the Markets Co-Location Programme.
30. **POLICY AND RESOURCES COMMITTEE**
The Court considered a report of the Policy and Resources Committee relating a decision taken under urgency related to the Presentation of a Loyal Address to His Majesty The King on the occasion of his Accession on Thursday 9th March 2023.

The meeting commenced at 10am and ended at 11.13am

THOMAS.

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For use at the Court of Common Council on Thursday, 27th April 2023

2023/2024

APPOINTMENT OF MEMBERS ON COMMITTEES

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

2. Against the names of Common Councillors are one or more numbers. A number shown *without brackets* reflects the total number of years that a Member has served on the Committee since first elected to the Court, including the forthcoming 2023/24 year. Numbers *in brackets* apply only to Committees for which the Court makes an appointment for a four-year period, and indicate which year of the period that Member is entering in 2023. (In the case of the Board of Governors of the Guildhall School of Music & Drama, the Barbican Centre Board, and the Audit & Risk Management Committee, appointments are for a three-year period).

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

Nominations

3. Nominations for appointments on Ward Committees have been submitted in accordance with Standing Order No. 23(6).

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

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

Compliance with Standing Orders

6. Each Committee or Board, in carrying out the functions and responsibilities delegated to it by the Court of Common Council, shall do so in compliance with the City Corporation's Standing Orders, Financial Regulations and such other requirements as the City Corporation may determine. This includes Committees or Boards with different constitutional arrangements and/or extended delegations, such as the Board of Governors of the Guildhall School of Music & Drama (which operates under a separate Instrument and Articles of Government in accordance with section 29 of the Further and Higher Education Act 1992); the City of London Police Authority Board (which has vested in it the powers and duties of the Court of Common Council as Police Authority for the City of London by virtue of the City of London Police Act 1839, together with other relevant legislation, save the appointment of the Commissioner of Police); and the Bridge House Estates Board (which has vested in it all the duties and

powers of the Court of Common Council as Trustee of Bridge House Estates (Charity Reg. No. 1035628), except those matters expressly reserved to the Court).

Terms of Reference and Delegation

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

8. Committees have delegated authority to discharge their functions as set out in their terms of reference and in accordance with Standing Orders. Where Committees have requested amendments to their Terms of Reference or compositions, the proposed amendments are set out in red text with proposed deletions struck through. The affected Committees are Policy & Resources Committee; Finance Committee; Audit & Risk Management Committee; Planning & Transportation Committee; City of London Police Authority Board; Crime and Disorder Scrutiny Committee; Culture Heritage and Libraries Committee; Board of Governors of the City of London School; Board of Governors of the City of London School for Girls; Board of Governors of the City of London Freemen's School; Board of Governors of the Guildhall School of Music & Drama; Community & Children's Services Committee; Corporate Services Committee; Natural Environment Board (formerly Open Spaces & City Gardens Committee; Barbican Centre Board; Bridge House Estates Board; and Health & Wellbeing Board. In addition, there is one new Committee, the Investment Committee. The Investment Committee will merge the functions currently held by the Financial Investment Board and Property Investment Board.

The final terms of any proposed amendment will be communicated to the Court prior to consideration of this item.

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

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

Matters of Policy and/or Strategic Importance

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

Chief Commoner – Attendance at Committee Meetings

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

Matters of Dispute

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

General

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

POLICY & RESOURCES COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

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

2. **Quorum**

The quorum consists of any nine Members.

3. **Membership 2023/24**

ALDERMEN

- 7 Timothy Russell Hailes, J.P.
- 8 Ian David Luder, J.P.
- 2 Michael Raymond Mainelli
- 7 Sir William Anthony Bowater Russell

COMMONERS

- 4 (4) Rehana Banu Ameer, Deputy
- 12 (4) Marianne Bernadette Fredericks, Deputy
- 19 (4) Catherine Sidony McGuinness, C.B.E.
- 4 (4) Andrien Gereith Dominic Meyers, Deputy
- 8 (4) Thomas Charles Christopher Sleigh
- 7 (3) Keith David Forbes Bottomley, Deputy
- 7 (3) Christopher Michael Hayward, Deputy
- 7 (3) Caroline Wilma Haines
- 29 (3) Sir Michael Snyder, Deputy
- 7 (3) Philip Woodhouse, Deputy
- 2 (2) Munsur Ali
- 6 (2) Tijs Broeke
- 2 (2) Brian Desmond Francis Mooney, Deputy
- 2 (2) Benjamin Daniel Murphy
- 6 (2) James Richard Tumbridge

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

4. **Terms of Reference**

To be responsible for:-

General

- (a) considering matters of policy and strategic importance to the City of London Corporation including matters referred to it by other Committees and/or Chief Officers;
- (b) the review and co-ordination of the governance of the City of London Corporation including its Committees, Standing Orders and Outside Bodies Scheme, reporting as necessary to the Court of Common Council, together with the City Corporation's overall organisation and administration;
- (c) overseeing, generally, the security of the City and the City of London Corporation's security and emergency planning;
- (d) the support and promotion of the City of London as the world leader in international financial and business services and to oversee, generally, the City of London Corporation's economic development activities, communications strategy and public relations activities;
- (e) the use of the City's Armorial bearings;
- (f) the appointment of the City Surveyor;
- (g) general matters not otherwise expressly provided for within the terms of reference of any other Committee;
- (h) the functions of the Court of Common Council as walkway authority and under Part II of the City of London (Various Powers) Act 1967 (excluding the declaration, alteration and discontinuance of City Walkway) for the purposes of promoting works to the Barbican Podium;
- (i) approving the City Corporation's annual contribution to the London Councils' Grants Scheme and agreeing, alongside other constituent councils, the proposed overall budget;
- (j) making recommendations to the Court of Common Council in respect of:
 - (i) the appointment of the Town Clerk & Chief Executive, Comptroller & City Solicitor and Remembrancer;
 - (ii) the Corporate Plan, Community Strategy, and other corporate strategies, statements or resolutions;
 - (iii) the issuing of levies to all the constituent councils for their contributions to the London Councils' Grants Scheme, for which the Court of Common Council is a levying body; and
 - (iv) the promotion of legislation and, where appropriate, byelaws;
- (k) **Resource Allocation**
determining resource allocation in accordance with the City of London Corporation's strategic policies;
- (l) **Corporate Assets**
 - (i) determining the overall use of the Guildhall Complex; and
 - (ii) approving overall strategy and policy in respect of the City Corporation's assets;
- (m) **Projects**
scrutiny and oversight of the management of major projects and programmes of work, including considering all proposals for capital and supplementary revenue projects, and determining whether projects should be included in the capital and supplementary revenue programme as well as the phasing of any expenditure;
- (n) **Hospitality**
arrangements for the provision of hospitality on behalf of the City of London Corporation;
- (o) **Privileges**
Members' privileges, facilities and development;
- (p) **Sustainability**
strategies and initiatives in relation to sustainability;
- (q) **Business Improvement Districts**
responsibility for the functions of the BID Proposer and BID Body (as approved by the Court of Common Council in October 2014);
- (r) **Sub-Committees**
appointing such Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-
 - * Resource Allocation
 - Communications & [Corporate Affairs](#)
 - Freedom Applications
 - Capital Buildings
 - Competitiveness
 - † Civic Affairs *(including such items concerning the standards regime as set out in sub-section (s))*
 - [Member Development & Standards](#)
 - Operational Property and Projects (jointly with the Finance Committee)
 - [Property Investment \(jointly with the Finance Committee\)](#)
 - [Financial Investment \(jointly with the Finance Committee\)](#)
 - Equality, Diversity and Inclusion *(jointly with the Corporate Services Committee)*

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

† the Sub Committees responsible for hospitality and Members' privileges shall be able to report directly to the Court of Common Council and the ~~Chair Chief Commoner~~ able to address reports and respond to matters in the Court associated with these activities.

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

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

- (i) promoting and maintaining high standards of conduct by Members and Co-opted Members of the City of London Corporation and to assist Members and Co-opted Members to observe the City of London Corporation's Code of Conduct;
- (ii) preparing, keeping under review and monitoring the City of London Corporation's Member Code of Conduct and making recommendations to the Court of Common Council in respect of the adoption or revision, as appropriate, of such Code of Conduct;
- (iii) keeping under review, monitoring and revising as appropriate the City of London Corporation's Guidance to Members on the Code of Conduct;
- (iv) keeping under review by way of an annual update by the Director of HR, the City of London Corporation's Employee Code of Conduct and, in relation to any revisions, making recommendations to the Establishment Committee;
- (v) keeping under review and monitoring the Protocol on Member/Officer Relations and, in relation to any revisions, making recommendations to the Establishment Committee;
- (vi) advising and training Members and Co-opted Members on matters relating to the City of London Corporation's Code of Conduct.

(t) **Freedom Applications**

Responsibility for all matters relating to Freedom Applications;

(u) **Capital Buildings**

Responsibility for major capital building projects (defined as projects for new or substantially refurbished buildings or associated preparatory works and enabling projects with an estimated budget of £100 million or more, or which have been otherwise referred to the Committee) which have been approved in principle by the Court of Common Council and are being directly delivered by the City of London Corporation;

(v) **Operational Property and Projects (joint with Finance Committee)**

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

It provides dedicated scrutiny for all City Corporation and City of London Police procurement contracts above £2m, with a view to driving value for money;

Benefices

(w) All matters relating to the City's obligations for its various benefices.

Equality Diversity and Inclusion

(y) To have oversight of the City of London Corporation's policies and practices in respect of equality and inclusion, including the implementation of the Equality Act 2010 and other relevant legislation through the establishment of the Equality, Diversity and Inclusion Sub Committee.

FINANCE COMMITTEE

1. **Constitution**
A Ward Committee consisting of,
 - four Aldermen nominated by the Court of Aldermen
 - up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward
 - the Chairman and Deputy Chairman of the Policy & Resources Committee (ex-officio)
2. **Quorum**
The quorum consists of any ~~nine~~ seven Members.
3. **Membership 2023/24**

ALDERMEN

- 6 Sir Peter Estlin
- 3 Robert Hughes-Penney
- 4 Professor Emma Edhem
- 7 The Hon. Timothy Levene

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

11	Randall Keith Anderson, Deputy.....	Aldersgate
2	Steve Goodman, O.B.E.....	Aldersgate
2	Andrien Gereith Dominic Meyers, Deputy.....	Aldgate
2	Madush Gupta, Deputy.....	Bassishaw
1	Luis Felipe Tilleria.....	Billingsgate
2	Tom Charles Christopher Sleigh.....	Bishopsgate
4	Benjamin Daniel Murphy.....	Bishopsgate
2	The Hon. Emily Sophia Wedgwood Benn	Bread Street
7	The Hon. Timothy Levene, Alderman.....	Bridge and Bridge Without
2	Shahnan Bakth.....	Broad Street
2	James Bromiley-Davis.....	Candlewick
6	Michael Hudson.....	Castle Baynard
2	Catherine Sidony McGuinness, C.B.E.....	Castle Baynard
10	Nicholas Michael Bensted-Smith, J.P.....	Cheap
15	Sophie Anne Fernandes	Coleman Street
33	Sir Michael Snyder.....	Cordwainer
	(Cornhill has paired with Lime Street for this appointment).....	Cornhill
2	Paul Singh.....	Cripplegate
2	Elizabeth Anne King, B.E.M	Cripplegate
4	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
1	Brendan Barns.....	Farringdon Within
2	Eamonn Mullally.....	Farringdon Within
11	Gregory Alfred Lawrence.....	Farringdon Without
8	Paul Nicholas Martinelli.....	Farringdon Without
11	Philip Woodhouse, Deputy.....	Langbourn
3	Henry Nicholas Almroth Colthurst, Deputy.....	Lime Street
2	Brian Desmond Francis Mooney, Deputy.....	Queenhithe
2	James Richard Tumbridge.....	Tower
5	Rehana Banu Ameer, Deputy.....	Vintry
8	James Michael Douglas Thomson, Deputy.....	Walbrook

Together with the ex-officio Members referred to in paragraph 1 and one Member to be appointed this day, in place of the Ward (Portsoken) not taking up their appointment on this occasion.

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

Finance

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

Sub-Committees

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

Efficiency & Performance Working Party

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

Operational Property and Projects (joint with Policy & Resources Committee)

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

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

INVESTMENT COMMITTEE

1. Composition*

- Six Members of the Court of Common Council
- Two Members appointed by the Policy and Resources Committee
- Two Members appointed by the Finance Committee
- Up to Two Members to be co-opted from the Court by the Committee, with relevant experience
- the Chairman or a Deputy/Vice Chairman of the Policy and Resources Committee, or their nominee (from the Membership of that Committee) (ex-officio)
- the Chairman or Deputy Chairman of the Finance Committee or their nominee (from the Membership of that Committee) (ex-officio)
- Up to four co-opted External Members with relevant experience, with voting rights, appointed by the Committee.

2. Quorum

The quorum shall be five Common Council Members

3. Membership 2023/24

* To assist with the transition between the two sub-committees (FIB and PIB) to a grand committee, the existing sub-committees membership is to be carried over for the year 2023/24. Names to then be drawn by ballot by the Town Clerk to determine the staggering of the term lengths in the usual fashion (e.g. terms ending between one-four years).

4. Terms of Reference

Investment Proportions

To inform the decision taken by the Resource Allocation Sub-Committee on the appropriate investment proportions between property and non-property assets.

Property

- a) To determine and approve management and investment matters relating to property within the City's Cash and City Fund in accordance with the management plans and investment strategies
- b) to acquire, manage or dispose of all City property within its remit;
- c) to determine specific property ownerships in accordance with policies established by the Policy and Resources Committee and the Court of Common Council in relation to the extent of properties to be held by the City of London Corporation for strategic purposes, including within the City itself;
- d) to report during the year to the Court of Common Council in relation to its activities and the overall performance of the investment property portfolios

Finance

- e) To approve the appointment of and to monitor the performance of investment managers of the following funds:
 - i. City's Cash
 - ii. Charities Pool
 - iii. Hampstead Heath Trust
 - iv. The Sir William Coxen Trust*

Together with such other funds as are under the City of London Corporation's control;

- f) to review the investment strategy for the securities investments of City's Cash, Hampstead Heath Trust Fund, Sir William Coxen Trust* and the Charities Pool;
- g) to authorise investments and approve the overall parameters within which the investment fund managers will be authorised to operate;
- h) to invest all new monies in respect of the Charities Pool;
- i) to invest such other sums as are from time to time allocated for this purpose; and
- j) to monitor the activities of the Chamberlain in connection with his role as banker to the City of London Corporation.

* to oversee the investments of the Sir William Coxen Trust, reporting back and providing advice to the Committee of Aldermen to Administer the Sir William Coxen Trust Fund, which would then take any necessary decisions.

AUDIT & RISK MANAGEMENT COMMITTEE

1. Constitution

A Non-Ward Committee consisting of,

- ten Members elected by the Court of Common Council* at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- three external representatives (i.e. non-Members of the Court of Common Council with no voting rights)
- the Chairman and Deputy Chairman of the Finance Committee (ex-officio with no voting rights)
- a representative of the Policy & Resources Committee (ex-officio with no voting rights)

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

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

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

2. Quorum

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

3. Membership 2023/24

- 3 (3) Rehana Banu Ameer, Deputy
- 7 (2) Alexander Robertson Martin Barr, Alderman
- 4 (2) Ruby Sayed
- 2 (2) Bronek Masojada, Alderman
- 2 (2) Judith Pleasance
- 2 (2) Paul Singh

together with three external representatives :-

Dan Worsley (*appointed for a three-year term expiring in April 2026 – subject to re-appointment this day*)

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

Karen Sanderson (*appointed for a three-year term expiring in April 2025*)

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

4. Terms of Reference

Audit

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

Risk Management

- (f) To monitor and oversee the City of London Corporation's risk management strategy, ~~anti-fraud and anti-corruption arrangements~~; and to be satisfied that the ~~authority's City Corporation's~~ assurance framework properly reflects the risk environment ~~and that the risk management framework for the identification and mitigation of existing and emerging risks is robust and effective.~~
- ~~(b) To consider all audit or external inspection reports relating to any department at the City of London Corporation and seek assurance that action has been taken where necessary.~~
- (g) To receive an annual report from the Chamberlain ~~Head of Internal Audit, to include a review of reviewing~~ the effectiveness of the City of London's risk management strategy.
- (h) To consider and report back to the Court on any risks related to all governance ~~and value for money~~ issues ~~arising from the operational activities of the City Corporation.~~
- (i) To undertake periodic reviews of the risk management procedures, financial capabilities, controls, and safeguarding procedures of the City of London School, the City of London School for Girls, the City of London Freemens' School, the City of London Academies Trust (including its embedded academies) and the City Academies which are free-standing entities.

Anti-Fraud and Anti-Corruption Arrangements

- (j) To monitor and oversee the City of London Corporation's anti-fraud and anti-corruption arrangements.

General

- (k) To report back, as necessary and at least annually, to the Court of Common Council.
- (l) To measure and demonstrate the effectiveness of the Committee and its Membership.

PLANNING & TRANSPORTATION COMMITTEE

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

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

3. **Membership 2023/24**

ALDERMEN

- 1 Jeanette Newman
- 2 Ian Luder
- 7 Susan Pearson
- 6 Sir David Wootton

COMMONERS

2	Deborah Oliver.....	Aldersgate
11	Randall Keith Anderson, Deputy	Aldersgate
2	Shailendra Kumar Kantilal Umradia.....	Aldgate
2	Ian Bishop-Laggett.....	Bassishaw
2	Luis Felipe Tilleria	Billingsgate
6	Shravan Joshi, M.B.E, Deputy.....	Bishopsgate
1	Simon D'Olier Duckworth, O.B.E., D.L., Deputy.....	Bishopsgate
2	The Hon. Emily Sophia Wedgwood Benn.....	Bread Street
1	Hugh Selka.....	Bridge and Bridge Without
2	Antony Geoffrey Manchester.....	Broad Street
	(Candlewick has paired with Bridge and Bridge Without for this appointment)	Candlewick
2	Mary Durcan.....	Castle Baynard
10	Graham David Packham, Deputy	Castle Baynard
10	Alastair Michael Moss, Deputy.....	Cheap
2	Michael John Cassidy, C.B.E., Deputy.....	Coleman Street
2	Amy Horscroft	Cordwainer
6	Ian Christopher Norman Seaton, M.B.E	Cornhill
6	Natasha Maria Cabrera Lloyd-Owen, Deputy	Cripplegate
1	Dawn Frampton	Cripplegate
21	James Henry George Pollard, Deputy.	Dowgate
5	John Ernest Edwards.....	Farringdon Within
2	Brendan Barnes	Farringdon Within
7	William Upton, K.C.....	Farringdon Without
3	Charles Edward Lord, O.B.E., J.P Deputy	Farringdon Without
9	Judith Lindsay Pleasance.....	Langbourn
2	Anthony Fitzpatrick	Lime Street
3	John William Fletcher, Deputy... ..	Portsoken
25	Brian Desmond Francis Mooney, Deputy.....	Queenhithe
16	Marianne Bernadette Fredericks, Deputy	Tower
2	Jaspreet Hodgson.....	Vintry
	(Walbrook has paired with Broad Street for this appointment).....	Walbrook

4. **Terms of Reference**

To be responsible for:-

- (a) All functions of the City as local planning authority [relating to town and country planning and development control] pursuant to the Town and Country Planning Act 1990, the Planning (Listed Building and Conservation Areas) Act 1990 and Compulsory Purchases Act 2004, the Planning Act 2008 and all secondary legislation pursuant to the same and all enabling legislation (including legislation amending or replacing the same).
- (b) Making recommendations to Common Council relating to the acquisition, appropriation and disposal of land held for planning purposes and to exercise all other functions of the local planning authority relating to land held for planning (or highways) purposes, and making determinations as to whether land held for planning or highways purposes is no longer required for those purposes, other than in respect of powers expressly delegated to another committee.
- (c) All functions of the Common Council as local highway, traffic, walkway and parking authority (other than in respect of powers expressly delegated to another committee) and the improvement of other open land under S.4 of the City of London (Various Powers) Act 1952.
- (d) All functions under part II of the City of London (Various Powers) Act 1967 including declaration, alteration and discontinuance of City Walkway (other than in respect of the promotion of works to the Barbican Podium, which shall not include any declaration, alteration or discontinuance of City Walkway ["City Walkway regulatory functions"] in connection with such works, all City Walkway regulatory functions to remain the responsibility of Planning and Transportation Committee).
- (e) All functions relating to the construction, maintenance and repair of sewers in the City, including public sewers (on behalf of Thames Water under an agency arrangement).
- (f) All functions of Common Council as Lead Local Flood Authority in relation to the Flood and Water Management Act 2010.
- (g) All functions relating to the Stopping Up of highway (including as local planning authority and highway authority).
- (h) All functions relating to street naming and numbering under the London Building Acts (Amendment) Act 1939.
- (j) All functions relating to building control under the Building Act 1984, Building Regulations 2000-10 and London Building Acts 1930-82.
- (k) [All functions and powers of the City Corporation of providing assistance to the Building Safety Regulator under Section 13 of the Building Safety Act 2022, where the Building Safety Regulator is acting as the Building Control Authority under section 91ZA and 91ZB of the Building Act 1984.](#)
- (k) The setting of building control charges under the Building (Local Authority Charges) Regulations 2010.
- (l) [Updating and approving the Planning Protocol.](#)
- (m) Response to and resolution of dangerous structures under the London Building Acts (Amendment) Act 1939.
- (n) All functions relating to the City of London Corporation's commemorative blue plaques.
- (o) All functions relating to the Local Land Charges Act 1975.
- (p) The appointment of the Chief Planning Officer & Development Director.
- (q) The appointment of the Director of Environment (in consultation with the Port Health and Environmental Services Committee).
- (r) The appointment of such Sub-Committees as is considered necessary for the better performance of its duties including a [Planning Applications Sub-Committee](#), Streets & Walkways Sub-Committee [and a Local Plans Sub-Committee](#).

PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

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

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

3. **Membership 2023/24**

ALDERMEN

3 Prem Goyal, O.B.E.

2 Kawsar Zaman

COMMONERS

2	Steve Goodman, O.B.E.....	Aldersgate
3	Helen Lesley Fentimen, O.B.E.....	Aldersgate
2	Mandeep Thandi	Aldgate
2	Luis Felipe Tilleria	Billingsgate
2	Simon D'Olier Duckworth, O.B.E., D.L., Deputy	Bishopsgate
9	Wendy Marilyn Hyde.....	Bishopsgate
2	Dr Giles Robert Evelyn Shilson, Deputy	Bread Street
1	Hugh Selka.....	Bridge and Bridge Without
2	Shahnan Bakth.....	Broad Street
2	Christopher Boden, Deputy.....	Candlewick
7	Mary Durcan	Castle Baynard
2	Glen David Witney.....	Castle Baynard
7	Tijs Broeke.....	Cheap
8	Andrew Stratton McMurtrie J.P.....	Coleman Street
7	Alexander Robertson Martin Barr, Alderman.....	Cordwainer
11	Peter Gerard Dunphy, Deputy.....	Cornhill
2	Natasha Maria Cabrera Lloyd-Owen, Deputy	Cripplegate
2	Elizabeth Anne King, B.E.M	Cripplegate
10	James Henry George Pollard, Deputy.....	Dowgate
4	John Ernest Edwards.....	Farringdon Within
1	John Ross Foley	Farringdon Within
3	George Christopher Abrahams.....	Farringdon Without
2	Oliver Sells K.C.	Farringdon Without
2	Timothy Richard Butcher.....	Langbourn
	(Lime Street has paired with Cornhill for this appointment)	Lime Street
7	Henry Llewellyn Michael Jones, M.B.E.....	Portsoken
2	Caroline Wilma Haines.....	Queenhithe
3	Marianne Bernadette Fredericks, Deputy	Tower
1	Jaspreet Hodgson.....	Vintry
2	Alethea Silk.....	Walbrook

Together with one Member to be appointed this day, in place of the Ward (Bassishaw) not taking up their appointment on this occasion.

4. **Terms of Reference**

To be responsible for:-

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

MARKETS BOARD

1. **Constitution**

A Non-Ward Committee consisting of,

- 15 Members elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment

Together with three non-voting observers (who shall not count towards the quorum) representing the views of tenants at the three markets, one each to be nominated annually by the Chair of the:-

- the Smithfield Market Tenants' Association
- the London Fish Merchant Association (Billingsgate), and
- the New Spitalfields Market Tenants' Association

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2023/24**

The Members referred to in paragraph 1, as well as 3 Members to be appointed this day on the basis of the following terms.

- 2 (2) Alderman Alison Gowman
- 2 (2) Alderman Sir David Wootton
- 2 (2) Gregory Alfred Lawrence
- 2 (2) Catherine Sidony McGuinness, C.B.E.
- 2 (2) Wendy Mead, OBE *for three years*
- 2 (2) Brian Desmond Francis Mooney, Deputy *for three years*
- 2 (2) Charles Edward Lord, OBE, JP, Deputy *for three years*
- 2 (2) James Henry George Pollard, Deputy *for three years*
- 2 (2) Ian Christopher Norman Seaton, MBE *for two years*
- 2 (2) James Richard Tumbridge *for two years*
- 2 (2) Philip Woodhouse, Deputy *for two years*
- 2 (2) Henry Nicholas Almroth Colthurst, Deputy *for two years*

4. **Terms of Reference**

To be responsible for:-

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

CITY OF LONDON POLICE AUTHORITY BOARD

1. **Constitution**

A non-ward committee consisting of:

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

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

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

2. **Quorum**

The quorum consists of any five **voting** Members.

3. **Membership 2023/24**

The Members referred to in paragraph 1 together with three Members to be appointed this day

- 3 (3) Munsur Ali
- 3 (3) Caroline Kordai Addy
- 3 (3) Timothy Russell Hailes, J.P., Alderman
- 8 (2) Nicholas Michael Bensted-Smith, J.P.
- 7 (2) Helen Lesley Fentimen
- 2 (2) Graham David Packham, Deputy
- 5 (1) Emma Edhem, Alderman
- 5 (1) Tijs Broeke

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

Andrew Lentin (*appointed for a four-year term to expire in September 2025*)

Sir Craig Mackey (*appointed for a four-year term to expire in September 2025*)

Michael Mitchell (*appointed for a four-year term to expire in September 2026*)

Mellissa Collett (*appointed for a four-year term to expire in September 2026*)

4. **Terms of Reference**

To be responsible for:-

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

- (h) monitoring of performance against the City of London Policing Plan, including the Force's strategic priorities as National Lead Force for ~~Fraud Economic Crime~~;
- (i) monitoring of performance of the force in its capacity as National Lead Force for ~~Fraud Economic Crime~~ in partnership with the Home Office;
- (j) overseeing and scrutinising the Force's work to prevent and reduce crime in partnership with relevant agencies in the City of London;
- (k) ensuring local community needs are identified, considered and met as effectively as possible, including through the Policing Plan;
- (l) appointing such committees as are considered necessary for the better performance of its duties; and
- (m) To appoint the Chairman of the Police Pensions Board.

FRAUD AND CYBER CRIME REPORTING AND ANALYSIS SERVICE PROCUREMENT COMMITTEE

1. **Constitution**

A non-ward committee comprising:

- Chair and Deputy Chair of City of London Police Authority Board
- Chair and Deputy Chair of Policy and Resources Committee
- Chair and Deputy Chair of Finance Committee
- Chair and Deputy Chair of the Operational Property and Projects Sub (Policy and Resources and Finance) Committee
- Chair and Deputy Chair of Digital Services Committee

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

2. **Quorum**

The quorum consists of any six Members.

3. **Membership 2023/24**

The Members referred to in paragraph 1, above.

4. **Terms of Reference**

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

CRIME AND DISORDER SCRUTINY COMMITTEE

1. **Constitution**

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

- Policy and Resources Committee, or their representatives;
- City of London Police Authority Board, or their representatives;
- Community and Children's Services Committee or their representatives; and
- Licensing Committee, or their representatives.
- Planning and Transportation Committee, or their representatives
- Health and Wellbeing Board, or their representatives
- Port Health and Environmental Services Committee, or their representatives

appointed in accordance with section 19 of the Police and Justice Act 2006.

2. **Quorum**

The quorum consists of any three Members.

3. **Membership 2023/24**

The Members referred to in paragraph 1 above.

4. **Terms of Reference**

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

CULTURE, HERITAGE & LIBRARIES COMMITTEE

1. **Constitution**

A Ward Committee consisting of,

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

2. **Quorum**

The quorum consists of any nine Members.

3. **Membership 2023/24**

ALDERMEN

- 1 Bronek Masojada
- 2 Jeanette Newman

COMMONERS

2	Anett Rideg.....	Aldersgate
2	Deborah Oliver.....	Aldersgate
2	David Sales	Aldgate
2	Madush Gupta, Deputy	Bassishaw
1	Bronek Masojada, Alderman.....	Billingsgate
7	Andrew Paul Mayer.....	Bishopsgate
9	Wendy Marilyn Hyde.....	Bishopsgate
2	The Hon. Emily Sophia Wedgwood Benn.....	Bread Street
	(Bridge and Bridge Without has paired with Candlewick for this appointment)	Bridge and Bridge Without
2	Antony Geoffrey Manchester	Broad Street
2	James Bromiley-Davis	Candlewick
2	John David McLeod Griffiths	Castle Baynard
2	Alpa Raja	Castle Baynard
	(Cheap has twinned with Cordwainer for this appointment).....	Cheap
5	Dawn Linsey Wright.....	Coleman Street
1	Amy Horscroft.....	Cordwainer
2	Ian Christopher Norman Seaton, M.B.E.....	Cornhill
2	Mark Bostock, Deputy	Cripplegate
2	Frances Leach.....	Cripplegate
11	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
2	John Ross Foley.....	Farringdon Within
2	Eamonn Mullally	Farringdon Within
2	Caroline Kordai Addy.....	Farringdon Without
9	Wendy Mead, O.B.E.....	Farringdon Without
10	Judith Lindsay Pleasance.....	Langbourn
2	Irem Yerdelen.....	Lime Street
7	Munsur Ali.....	Portsoken
7	Caroline Wilma Haines.....	Queenhithe
2	Jason Scott Groves.....	Tower
2	Jaspreet Hodgson.....	Vintry
1	Alethea Silk.....	Walbrook

4. **Terms of Reference**

To be responsible for:-

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

DIGITAL SERVICES COMMITTEE

1. **Constitution**

A Committee consisting of,

- up to 8 Members of the Court of Common Council
- the Chairman and Deputy Chairman (or the Chairman's nominees) of the Policy & Resources Committee (ex-officio)
- the Chairman and Deputy Chairman (or the Chairman's nominees) of the Finance Committee (ex-officio)
- the Chairman (or their nominee) of the City of London Police Authority Board(ex-officio)
- the Chairman (or their nominee) of the Bridge House Estates Board (ex-officio)

2. **Quorum**

The quorum consists of any four Members.

3. **Membership 2023/24**

- 2 (2) Paul Singh
- 2 (2) Sir Peter Estlin, Alderman
- 2 (2) Randal Keith Anderson, Deputy
- 2 (2) Judith Lindsay Pleasance, *for three years*
- 2 (2) James Richard Tumbridge, *for three years*
- 2 (2) Dawn Linsey Wright, *for three years*
- 2 (2) Aaron Anthony Joe Hasan D'Souza, *for two years*
- 2 (2) Timothy Russell Hailes, J.P., Alderman, *for two years*

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

4. **Terms of Reference**

To be responsible for:-

- (a) overseeing the risk management and risk assessment of all digital services to ensure that the services provided allow the effective delivering of the Corporation's and the Police's business operations;
- (b) overseeing IT and both physical and computer based Data Protection compliance;
- (c) ensuring the appropriateness and effectiveness of the Digital infrastructure and services for the City of London Corporation and the City of London Police;
- (d) ensure that all appropriate actions are taken to assure the security, resilience and sustainability of all Digital systems;
- (e) operating as an intelligent client for all major IT outsourcing arrangements which have been contracted to third parties;
- (f) overseeing effectiveness and value for money of the digital services provision in all departments and delivery of major digital projects;
- (g) approving the annual budget and capital programme for IT and Digital projects;
- (h) overseeing the delivery and progress of digital skills and culture change in the organisation;
- (i) overseeing the review and implementation of Digital, Information and Technology Strategies;
- (j) overseeing the delivery of the organisation's information management programme;
- (k) overseeing arrangements in respect of information governance; and
- (l) leading arrangements for cross-departmental informal workshops, designed to provide an opportunity to help identify departmental IT and Digital requirements and give in-depth scrutiny to IT and Digital Services projects.

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

1. Constitution

A Non-Ward Committee consisting of,

- Eight Members of the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment, and including at least one Alderman*. ~~In the absence of an Alderman a Commoner may be nominated to achieve a total of eight Members.~~
- Members of the Court of Common Council are to serve a term of no more than twelve years*.
- the following ex-officio Members:-
 - the Chair~~man~~ of the Board of Governors of City of London School for Girls
 - the Chair~~man~~ of the Board of Governors of City of London Freemen's School
- up to eight seven co-opted non-City of London Corporation Governors with experience relevant to the Board to serve a term of no more than twelve years.

The Chair~~man~~ of the Board shall be elected from the City Corporation Members to serve a maximum term of six years and is expected to serve a term of no less than three years. The Chair should be appropriately qualified with relevant experience, to include the management of personnel at a high level, no less than three years and a maximum of six years, and possess management experience at level 5, holding the Head of the School to account for the performance of the School against agreed key performance indicators.

*The Chair~~man~~'s term of office shall be independent of any term of office served on the Board in any other capacity.

*Prospective Members are expected to seek a meeting with the Head and/or Chair prior to submitting an application.

2. Quorum

The quorum consists of any ~~four~~ five ~~Common Council~~ Governors, no less than three of whom will be Members of the Court of Common Council, or eight Governors (including co-opted Governors) in total.

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

3. Membership (until July 2023)

- 7 (3) Dominic Gerard Christian
- 1 (1) Florence Keelson-Anfu *for two years*
- 8 (2) Keith David Forbes Bottomley, Deputy
- 6 (2) Timothy Levene, Alderman
- 1 (1) Shahnan Bakth *for three years*
- 14 (1) Ian Christopher Norman Seaton, M.B.E.
- 10 (1) James Michael Douglas Thomson, Deputy
- 6 (1) Vincent Keaveny, Alderman

together with:-

Lesley Cartmell

Timi Dorgu

Rosie Gill

Andrew Jones

John Owen

Paul Madden

David Woodgate

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

4. Terms of Reference

To be responsible for:-

- (a) all School matters;
- (b) the management of the School land and buildings belonging to the City of London Corporation;
- (c) the appointment of the Head and, where appropriate, the deputies and the Bursar.
- (d) oversight of the policy, strategic and financial management of the City Junior School (joint with the Board of Governors of the City of London School for Girls).

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS

1. **Constitution**

A Non-Ward Committee consisting of,

- ~~up to eight~~ Members elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment and including at least one Alderman~~, to~~.
- Members of the Court of Common Council are to serve a term of no more than twelve years~~*~~, ~~which could include up to two Aldermanic Governors~~.
- the following ex-officio Members:-
 - the Chair~~man~~ of the Board of Governors of City of London School
 - the Chair~~man~~ of the Board of Governors of City of London Freemen's School
- up to seven co-opted non-City of London Corporation Governors with experience relevant to the Board to serve a term of no more than twelve years.

The Chair~~man~~ of the Board shall be elected from the City Corporation Members to serve a maximum term of six years and is expected to serve a term of no less than three years. The Chair should be appropriately qualified with relevant experience, to include the management of personnel at a high level, holding the Head of the School to account for the performance of the School against agreed key performance indicators.

*Prospective Members must seek a meeting with the Head and/or Chair prior to submitting an application.

*The Chair~~man~~'s term of office shall be independent of any term of office served on the Board in any other capacity.

2. **Quorum**

The quorum consists of any five ~~Common Council~~ Governors, no less than three of whom will be Members of the Court of Common Council.

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

3. **Membership (until July 2023)**

- 4 (3) Shravan Joshi, M.B.E., Deputy
- 2 (2) The Hon. Emily Sophia Wedgwood Benn
- 3 (2) Alderman Robert Howard
- 2 (2) Jamel Banda *for two years*
- 4 (1) Mark Bostock, Deputy
- 1 (1) Anett Rideg
- 1 (1) Jaspreet Hodgson *for one year*

Vacancy

together with:-

Dr. Stephanie Ellington

Nana Owusu--Ansah

Elizabeth Phillips

Mark James

Del Cooke

Tanya Seghatchian

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

4. **Terms of Reference**

To be responsible for:-

- (a) all School matters;
- (b) the management of the School land and buildings belonging to the City of London Corporation;
- (c) the appointment of the Head and, where appropriate, the deputies and the bursar.
- (d) oversight of the policy, strategic and financial management of the City Junior School (joint with the Board of Governors of the City of London School).

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

1. **Constitution**

A Non-Ward Committee consisting of,

- ~~up to 8~~ **Eight** Members elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment, **and including at least one Alderman***.
- **Members of the Court of Common Council are** to serve a term of no more than twelve years~~*, which could include up to two Aldermanic Governors~~
- the following ex-officio Members:-
 - the Chair~~man~~ of the Board of Governors of City of London School
 - the Chair~~man~~ of the Board of Governors of City of London School for Girls
- up to seven co-opted non-City of London Corporation Governors with skills relevant to the needs of the School to serve a term of no more than twelve years.

The Chair~~man~~ of the Board shall be elected from the City Corporation Members to serve a **maximum** term **six years and is expected to serve a term** of no less than three years ~~and a maximum of six years~~. **The Chair should be appropriately qualified with relevant and possess** management **of personnel at a high** level ~~at level 5~~, holding the Head of the School to account for the performance of the School against agreed key performance indicators.

**Prospective Members must seek a meeting with the Head and/or Chair prior to submitting an application.*

**The Chair's term of office shall be independent of any term of office served on the Board in any other capacity.*

2. **Quorum**

The quorum consists of five Governors, **no less than three of whom will be Members of the Court of Common Council** ~~of which not more than one of whom may be co-opted~~.

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

3. **Membership (until July 2023)**

- 10 (1) Philip Woodhouse, Deputy *for one year*
- 10 (3) Graham David Packham, Deputy
- 1 (1) Christopher Makin, Alderman *for two years*
- 1 (1) John Ross Foley
- 1 (1) Jamel Banda *for three years*

together with :-

Nicholas Goddard

Andrew McMillan

Chris Townsend

Lady Gillian Yarrow

Clare Verga

Roy Anklesaria

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

4. **Terms of Reference**

To be responsible for:-

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

BOARD OF GOVERNORS OF THE GUILDHALL SCHOOL OF MUSIC & DRAMA

1. **Constitution**

A Non-Ward Committee consisting of:

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

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

The Chairman and Deputy Chairman of the Board shall be elected from the City Corporation Members. The Board shall also be permitted to appoint a ~~second Deputy Chairman from amongst its external (co-opted) Members, who shall also be the~~ Senior Independent Governor for compliance with the Committee of University Chairs' (CUC) Higher Education Code of Governance.

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

2. **Quorum**

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

3. **Membership 2023/24**

- 6 (3) Randall Keith Anderson, Deputy
- 3 (3) Simon D'Olier Duckworth, OBE, DL, Deputy
- 4 (3) Andrew Paul Mayer
- 5 (2) George Christopher Abrahams
- 2 (2) The Hon. Emily Sophia Wedgwood Benn
- 2 (2) John Ross Foley

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

the Principal of the Guildhall School for the time being - Jonathan Vaughan (*Interim Principal*)

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

one Non-Academic Member of the Guildhall School Staff, elected by the administrative staff - Julian Hepple

one Guildhall School Student representative (President of the Student Union for the time being) - Darcy Jago

up to ~~8~~ **6** Non-City of London Corporation Members with appropriate expertise - Professor Geoffrey Crossick
Professor Maria Delgado
Neil Greenwood
Dr Paula Haynes
Amatey Doku
Michelle Wright
Sean Goss
Vacancy

4. **Terms of Reference**

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

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

- (c) the approval of annual estimates of income and expenditure;
- (d) the approval of the annual audited financial statements of the Guildhall School of Music & Drama;
- (e) ensuring that the requirements of the Office for Students, UK Research & Innovation and other relevant statutory bodies are followed and compliance is monitored;
- (f) responsibility for the promotion of equality and diversity throughout the School;
- (g) [Oversight and assurance of safeguarding throughout the School:](#)
- (h) the appointment of the Principal of the Guildhall School of Music & Drama.

EDUCATION BOARD

1. **Constitution**

A Non-Ward Committee consisting of,

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

2. **Quorum**

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

3. **Membership 2023/24**

- | | | |
|----|-----|---|
| 10 | (4) | Sir Peter Estlin, Alderman |
| 5 | (4) | Nicholas Stephen Leland Lyons, The Rt Hon. The Lord Mayor, Alderman |
| 2 | (2) | Naresh Hari Sonpar <i>for two years</i> |
| 6 | (3) | Caroline Wilma Haines |
| 4 | (3) | Robert Picton Seymour Howard, Alderman |
| 6 | (3) | Benjamin Murphy |
| 4 | (2) | Deputy Shravan Joshi, M.B.E |
| 6 | (2) | Ruby Sayed |
| 2 | (2) | Mandeep Thandi |

Together with four external representatives:-

- Tim Campbell (*appointed for a term expiring July 2023*)
- Mary Robey (*appointed for a term expiring October 2025*)
- Bolu Faseun (*appointed for a term expiring October 2026*)
- James Adeleke (*appointed for a term expiring October 2026*)

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

4. **Terms of Reference**

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

**The expression "the City Family of Schools" means those schools for which the City has either direct responsibility as proprietor, sponsor or local authority, or historic links. These include but are not restricted to: The Aldgate Primary School, the City of London School, the City of London School for Girls, the City of London Freeman's School, and the academies managed by the City of London Academies Trust.

COMMUNITY & CHILDREN'S SERVICES COMMITTEE

1. **Constitution**

A Ward Committee consisting of,

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

2. **Quorum**

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

3. **Membership 2023/24**

ALDERMEN

- 4 Alistair John Naisbitt King DL
- 2 Christopher Makin

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

2	Naresh Hari Sonpar.....	Aldersgate
4	Helen Lesley Fentimen, O.B.E.....	Aldersgate
2	Timothy James McNally	Aldgate
1	Nighat Qureishi, Deputy	Billingsgate
6	Benjamin Daniel Murphy.....	Bishopsgate
	(Bishopsgate has paired with Broad Street for this appointment).....	Bishopsgate
	(Broad Street has paired with Castle Baynard for this appointment).....	Bread Street
	(Bridge and Bridge Without has paired with Billingsgate for this appointment).....	Bridge and Bridge Without
1	Shahnan Bakth.....	Broad Street
2	James Bromiley-Davis.....	Candlewick
7	Mary Durcan.....	Castle Baynard
10	Henrika Johanna Sofia Priest.....	Castle Baynard
	(Cheap has paired with Farringdon Within for this appointment).....	Cheap
2	Jamel Banda.....	Cordwainer
2	Joanna Tufuo Abeyie M.B.E.....	Cornhill
2	Anne Corbett.....	Cripplegate
2	Ceri Edith Wilkins.....	Cripplegate
	(Dowgate has paired with Candlewick for this appointment.).....	Dowgate
7	Matthew Bell.....	Farringdon Within
2	Florence Keelson-Anfu.....	Farringdon Within
3	John David Absalom, Deputy.....	Farringdon Without
7	Ruby Sayed.....	Farringdon Without
10	Philip Woodhouse, Deputy.....	Langbourn
	(Lime Street has paired with Cornhill for this appointment).....	Lime Street
7	Jason Paul Pritchard.....	Portsoken
12	John William Fletcher, Deputy.....	Portsoken
	Caroline Wilma Haines.....	Queenhithe
13	Marianne Bernadette Fredericks, Deputy.....	Tower
2	Aaron Anthony Jose Hasan D'Souza.....	Tower
	(Vintry has paired with Cordwainer for this appointment).....	Vintry
	(Walbrook has paired with Langbourn on this appointment).....	Walbrook

Together with the co-opted Members referred to in paragraph 1 and two Members to be appointed this day, in place of the eight Wards (Bassishaw and Coleman Street) not making all of their appointments on this occasion.

4. **Terms of Reference**

To be responsible for:-

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

GRESHAM COMMITTEE (CITY SIDE)

1. **Constitution**

A Non-Ward Committee consisting of,

- two Aldermen nominated by the Court of Aldermen
- nine Commoners elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the Right Honourable the Lord Mayor (ex-officio)

2. **Quorum**

The quorum consists of any three Members.

3. **Membership 2023/24**

ALDERMEN

- 3 Vincent Keaveny
- 1 Susan Langley

COMMONERS

- 4 (4) Keith David Forbes Bottomley, Deputy
- 7 (4) Charles Edward Lord, O.B.E., JP, Deputy
- 2 (2) Philip Woodhouse, Deputy *for two years*
- 7 (3) Christopher Michael Hayward, Deputy
- 2 (2) Nighat Qureishi, Deputy *for three years*
- 15 (2) Wendy Mead, O.B.E.

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

4. **Terms of Reference**

To be responsible for:-

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

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

- (i) to the appointment and payment of four of the Gresham Lecturers, namely those in Divinity, Astronomy, Music and Geometry, and in the provision of a sufficient and proper place for the delivery of the lectures;
- (ii) to the maintenance of eight almshouses in Ferndale Road, Brixton, to the appointment of eight "almsfolkes" and the payment of a small annual sum to each of them);

- (b) all other City Side matters relating to Gresham College including:-

- (i) the appointment, from the membership of the Court of Common Council, of one representative to attend General Meetings of the Council of Gresham College and up to four Directors to serve on the Council of Gresham College;
- (ii) any amendments to the current Memorandum and Articles of Association of Gresham College, other than financial aspects and those which, in the opinion of the Committee, are significant and should be considered by the Court.

CORPORATE SERVICES COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- two Aldermen nominated by the Court of Aldermen
- 15 Commoners elected by the Court of Common Council at least two of whom shall have fewer than five years' service on the Court the time of their appointment
- an appointed representative of the Finance Committee

2. **Quorum**

The quorum consists of any four Members.

3. **Membership 2023/24**

ALDERMAN

- 5 Sir Charles Edward Beck Bowman
- 2 Susan Langley, O.B.E.

COMMONERS

- 4 (4) Henry Nicholas Almroth Colthurst, Deputy
- 7 (3) Keith David Forbes Bottomley, Deputy
- 6 (3) Christopher Michael Hayward, Deputy
- 2 (2) Timothy McNally, *for three years*
- 3 (3) Thomas Charles Christopher Sleigh
- 3 (3) James Richard Tumbridge
- 2 (2) Catherine Sidony McGuinness, C.B.E
- 2 (2) Florence Keelson-Anfu
- 15 (2) Charles Edward Lord, O.B.E., J.P., Deputy
- 2 (2) Alastair Michael Moss, Deputy

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

4. **Terms of Reference**

- (a) The Corporate Services Committee has specific authority to deal with or make recommendations to the Court of Common Council where appropriate on all matters listed below relating to the ~~employment of~~ City of London Corporation ~~staff employees~~ where such matters are not specifically delegated to another Committee. These matters include:-

- Conditions of employment;
- Local Government Pension Scheme (apart from investments);
- Workforce planning;
- Wages, salaries structure, job evaluation, staff grading and remuneration of Heads of Departments or Institutions and any other officers in the Senior Management Grade Senior Officers;
- Organisation reviews;
- Employee relations;
- Joint consultation;
- Learning and employee development;
- Recruitment and selection;
- Discipline, dismissal, redundancies in line with the appropriate stages in policy etc;
- Occupational health, safety and wellbeing;
- Corporate health and safety, including fire and psychosocial hazards.

NB. The definition of "staff" includes all graded and non-graded employees, employees on the professional payrolls, staff, and including casual workers, across Corporation departments and Institutions. The exceptions to this rule are is, uniformed police officers, which ~~whilst the support staff in the City of London Police come within the purview of this Committee, the uniformed Police~~ come under the Police Authority Board and are subject to national policing arrangements, and teaching staff whose remuneration is managed through separate arrangements.

- (b) To approve:-

- (i) Reports of Heads of Departments Chief Officers recommending changes to or creation of senior management posts of Grade I and above which need the approval of the Court.
- (ii) The structure and application of Job Evaluation Schemes and any amendments thereto.

- (c) ~~(iii) To approve and promulgate~~ Human Resources policies and practices so that the City of London Corporation can recruit, retain and motivate its employees and carry out its functions to the highest standards of quality and cost effectiveness;
- ~~(iv) Market Forces Supplements and Honorarium payments in line with the Officer Scheme of Delegations.~~
- (d) To instigate and ~~promulgate~~ receive organisational reviews of departments and to approve their reports and comments on proposed changes in organisation to ensure that staff resources are deployed in an efficient and effective manner.
- (e) To make amendments to:-
- (i) the general terms and conditions of employment which are contained in the employee handbook, such as working hours, annual leave, pension, leave of absence, allowances, family friendly provisions, and sick pay;
 - (ii) those procedures which form part of the contract of employment to include the grievance, disciplinary, capability, and appeals procedures, motor car, and motorcycle assisted purchase scheme.
- (f) To appoint seven members (including the representative of the Finance Committee):-
- (i) to act as the Employer's side of the Joint Consultative Committee when meeting 8 members of the recognised unions, UNITE and GMB for the purpose of collective consultation and negotiation on general matters relating to salaries and terms and conditions of service etc. of City of London Corporation employees up to and including Grade G but excluding teachers and City of London Police Officers;
 - (ii) to act as the Employer's side of the Senior Management Joint Consultative Committee when meeting representatives of senior management of grades H and above, including High and Table Officers, for the purpose of collective consultation and negotiation on general matters relating to salaries and terms and conditions of service, etc;
- (g) To increase Judges' salaries if they follow the recommendations of the Top Review Board and are approved by the Lord Chancellor.
- (h) To increase the salary of the Coroner if it follows the recommendations of the Joint Negotiating Committee for Coroners.
- (i) To consider submissions of the Board or Boards of Governors relating to teaching staff, which, inter alia, may have to be finally submitted to the Court of Common Council.
- (j) To approve any increase in the salaries for teachers at the three City Schools if they are in excess of that recommended by the School Teachers' Review Body and any proposed changes to the basic salary structure or restructuring of the common pay spine for teachers.
- (k) To approve:-
- (i) the learning and employee development policy, strategy and budget;
 - (ii) the Health and Safety and Occupational Health and Wellbeing policies and strategies, not including policies related to public health and wellbeing.
- (l) To be the service Committee for the following Departments:-
Town Clerk's (Policy and Democratic Services, ~~including Corporate HR~~)
Comptroller and City Solicitor's
Chief Operating Officer's (HR; Corporate Health and Safety; Equality Diversity and Inclusion)
- (m) To be responsible for the appointment of the Coroner (and see (hg) above).
- (n) In accordance with the Scheme of Delegation, to receive details of:
- (i) redundancies and early retirements
 - (ii) ~~Market Forces Supplements~~ Employment tribunals, litigation cases and grievances and other reports from Comptroller's and City Solicitor's Department
- (o) To be responsible for the monitoring ~~and control~~ of overtime, sickness absence, recruitment and retention changes to staffing resources, workforce profile, job evaluation and the termination of employment.
- ~~(p) To have oversight of the City of London Corporation's policies and practices in respect of equality and inclusion, including the implementation of the Equality Act 2010 and other relevant legislation through the establishment of the Equality, Diversity and Inclusion joint Sub Committee with the Policy & Resources Committee.~~
- (q) dealing with requests for grants to support staff hospitality and recognition welfare initiatives from funds under the Committee's control, as allocated by the Resource Allocation Sub (Policy and Resources) Committee

OPEN SPACES & CITY GARDENS COMMITTEE NATURAL ENVIRONMENT BOARD

1. **Constitution**
A Non-Ward Committee consisting of,
 - eight Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
 - the following ex-officio Members:-
 - the Chairman and Deputy Chairman of the Epping Forest & Commons Committee
 - the Chairman and Deputy Chairman of the Hampstead Heath, Highgate Wood & Queen's Park Committee
2. **Quorum**
The quorum consists of any five Members.
3. **Membership 2023/24**
 - 7 (4) Oliver Sells, K.C.
 - 3 (3) Andrew Stratton McMurtrie, J.P.
 - 2 (2) Ian Luder, Alderman *for three years*
 - 2 (2) Graeme Doshi-Smith, Deputy *for three years*
 - 2 (2) Benjamin Murphy
 - 2 (2) Catherine Sidony McGuinness, C.B.E.together with the ex-officio Members referred to in paragraph 1 above and two Members to be appointed this day.
4. **Terms of Reference**
To be responsible for:-
 - (a) The allocation of grants in relation to Open Spaces taking account of any views or recommendations expressed by the Epping Forest and Commons Committee, West Ham Park Committee or Hampstead Heath, Highgate Wood and Queen's Park Committee as relevant;
Open Spaces
 - (b) dealing with, or making recommendations to the Court of Common Council where appropriate, all matters relating to the strategic management (e.g. policy, financial and staffing) of the City of London Corporation's open spaces where such matters are not specifically the responsibility of another Committee; and
 - (c) the appointment of the Director of Open Spaces (in consultation with the Port Health and Environmental Services Committee);
City Open Spaces
 - (d) the management and day-to-day administration of the gardens, churchyards and open spaces in the City under the control of the Common Council, together with Bunhill Fields Burial Ground;
 - (e) arrangements for the planting and maintenance of trees and other plants and shrubs in open spaces and in footpaths adjacent to highways in the City;
 - (f) advising on applications for planning permission relating in whole or in part to the gardens, churchyards or open spaces in the City under the control of the Common Council; and
 - (g) the functions of the Common Council under the Local Government (Miscellaneous Provisions) Act 1976 to make safe by felling, or otherwise, dangerous trees in the City generally on receipt of notices served on the City of London Corporation in the circumstances set out in Section 23 of the Act and where trees are in danger of damaging property.

WEST HAM PARK COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- eight Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment; the membership to be the same as the Open Spaces & City Gardens Committee.
- plus the following:-
 - four representatives nominated by the Heirs-at-Law of the late John Gurney
 - one representative nominated by the Parish of West Ham
 - two representatives nominated by the London Borough of Newham

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2023/24**

- 7 (4) Oliver Sells, K.C.
- 3 (3) Andrew Stratton McMurtrie, J.P.
- 2 (2) Ian Luder, Alderman *for a three-year term*
- 2 (2) Graeme Doshi-Smith, Deputy *for a three-year term*
- 2 (2) Benjamin Murphy
- 2 (2) Catherine McGuinness, C.B.E.

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

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

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

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

- Rev Simon Nicholls

Two representatives appointed by the London Borough of Newham

- Councillor Joy Laguda
- Councillor John Whitworth

4. **Terms of Reference**

To:-

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

EPHING FOREST & COMMONS COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- two Aldermen nominated by the Court of Aldermen
- 8 Members elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the Chairman and Deputy Chairman of the Open Spaces & City Gardens Committee (ex-officio)
- plus, for the consideration of business relating to Epping Forest only, four Verderers elected or appointed pursuant to the Epping Forest Act 1878.

2. **Quorum**

The quorum consists of any five Members.

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

3. **Membership 2023/24**

ALDERMEN

- 4 Nicholas Stephen Leland Lyons
- 1 Vincent Keaveny

COMMONERS

- 8 (4) Graeme Martyn Doshi-Smith, Deputy
- 9 (3) Gregory Alfred Lawrence
- 7 (2) George Christopher Abrahams
- 7 (2) Caroline Wilma Haines
- 6 (2) Benjamin Daniel Murphy *for a three-year term*
- 2 (2) Madush Gupta, Deputy *for a three-year term*
- 2 (2) Jaspreet Hodgson *for a two-year term*

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

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

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

4. **Terms of Reference**

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

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

HAMPSTEAD HEATH, HIGHGATE WOOD & QUEEN'S PARK COMMITTEE

1. **Constitution**

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

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

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

2. **Quorum**

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

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

3. **Membership 2023/24**

- 7 (3) William Upton, K.C.
- 6 (2) Wendy Mead *for three years*
- 2 (2) Timothy Butcher
- 2 (2) John Ross Foley
- 2 (2) Alethea Melody Silk
- 2 (2) John David Absalom, Deputy

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

Heath and Hampstead Society	-	John Beyer
English Heritage	-	Emily Hills
London Wildlife Trust	-	Mathew Frith
London Borough of Barnet	-	Councillor Arjun Mittra
London Borough of Camden	-	Councillor Marcus Boyland
Ramblers' Society	-	Pauline Lobo

4. **Terms of Reference**

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

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

Hampstead Heath

- (b) devising and implementing the City of London Corporation's policies and programmes of work in relation to Hampstead Heath (registered charity no. 803392) (and, in fulfilling those purposes, to have regard to any representations made to it by the Hampstead Heath Consultative Committee) in accordance with the London Government Re-organisation (Hampstead Heath) Order 1989;

- (c) exercising all the City of London Corporation's powers and duties relating to Hampstead Heath, including those set out in Regulation 5 of the London Government Re-organisation (Hampstead Heath) Order 1989, or in any Act or Statutory Instrument consolidating, amending or replacing the same;

Highgate Wood & Queen's Park

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

Consultative Committees

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

BARBICAN RESIDENTIAL COMMITTEE

1. **Constitution**
A Non-Ward Committee consisting of,
- 7 Members who are non-residents of the Barbican Estate elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
 - 2 Members nominated by each of the following Wards/Sides of Ward:-
 - Aldersgate
 - Cripplegate Within
 - Cripplegate Without
 - the Chairman or Deputy Chairman of the Community & Children's Services Committee (ex-officio)
- The Chairman and Deputy Chairman of the Committee shall be elected from the Members who are non-residents of the Barbican Estate.

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

3. **Membership 2023/24**

Non-Residents:-

- 4 (3) Andrew Stratton McMurtrie, J.P.
- 2 (2) Deputy John William Fletcher
- 6 (2) Mark Raymond Peter Henry Delano Wheatley

Residents:-

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

Aldersgate

Steve Goodman, O.B.E.
Helen Lesley Fentimen O.B.E.

Cripplegate (Within and Without)

Mark Bostock, Deputy
Frances Leach
Paul Singh
Ceri Wilkins

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

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

BARBICAN CENTRE BOARD

1. **Constitution**

A Non-Ward Committee consisting of,

- eight¹ Members elected by the Court of Common Council for three-year terms, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment.
- Up to ~~eight~~ nine non-Common Council representatives appointed by the Board Committee, of which at least two should be drawn from the arts world
- a representative of the Policy & Resources Committee
- ~~a representative of the Finance Committee~~
- ~~the Chairman of the Board of Governors of the Guildhall School of Music & Drama (ex-officio)~~
- the ~~Chairman~~ of the Barbican Centre Trust (ex-officio)
- ~~the Chairman of the Culture, Heritage & Libraries Committee (ex-officio)~~

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

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

There is a maximum service limit of nine years, which shall apply to all Members (including ex-officio) not counting service as Chair or Deputy Chair.²

2. **Quorum**

The quorum consists of any five Members, provided that Common Councillors are in the majority for the approval of the Budget, the appointment of External Members and the appointment of the Chief Executive Officer.

3. **Membership 2023/24**

- 4 (3) Tijs Broeke
- 9 (3) Wendy Mead, O.B.E.
- 9 (3) Thomas Charles Christopher Sleigh
- 2 (2) Alpa Raja *for two years*
- 5 (2) Sir William Anthony Bowater Russell, Alderman
- 2 (2) Irem Yerdelen

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

Tobi Ruth Adebekun)	
Michael Asante)	
Stephen Bediako)	
Zulum Elumogo)	Up to nine non-Common Council Members appointed by the Board
Mark Page)	
Professor Jane Roscoe)	
Dr Jens Riegelsberger)	
Despina Tsatsas)	

4. **Terms of Reference**

To be responsible for:-

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

¹ Reducing to seven in 2024 through natural turnover in committee Membership

² other than in specific cases approved by the Court of Common Council.

BRIDGE HOUSE ESTATES BOARD

1. Constitution*

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

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

and each is a "Member".

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

2. Quorum

The quorum consists of any five Members of the Board.

3. Membership 2023/24

ALDERMEN

- 3 Alison Gowman
- 3 Emma Edhem

COMMONERS

- 3 (3) Henry Nicholas Almroth Colthurst, Deputy
- 3 (3) Dr Giles Robert Evelyn Shilson, Deputy
- 2 (2) Simon D'Olier Duckworth, Deputy, OBE D.L., *for three years*
- 2 (2) James Michael Douglas Thomson, Deputy, *for three years*

together with four Members to be appointed this day and the external co-opted members referred to in paragraph 1 above.

4. Terms of Reference of the Delegated Authority

- (a) For the avoidance of doubt, consistent with the responsibilities of the City of London Corporation acting by the Common Council, as charity Trustee of Bridge House Estates (Charity Registration No. 1035628) ("the Charity"), the Court of Common Council must at all times retain proper oversight of the functions delegated to this Board, with certain matters reserved to the Court of Common Council as stated in these Terms of Reference or by a separate decision of the Court.
- (b) The following matters are reserved to the Court of Common Council:
- (i) Appointment and removal of members of the Board and ensuring that the Board retains appropriate skills, knowledge and experience;
 - (ii) Amendment of the governing documents of the Charity;
 - (iii) Approval of the budget for the Charity;
 - (iv) Approval of the amount of income considered surplus to the requirements of the Charity's primary object to be allocated for application to the ancillary object each year ("surplus income");
 - ~~(v) — Annual approval of the Charity's Risk Register;~~
 - ~~(vi) — Appointment of auditors;~~
 - (vii) Approval of the Charity's strategy, including its overarching strategy, investment strategy, bridge replacement strategy, charitable funding strategy and communications strategy;
 - (viii) Approval of the Charity's conflict of interest policy, reserves policy, investment policy, and policy for the application of surplus income;
 - (ix) Approval of ~~the process to be adopted for~~ the appointment of co-opted independent members to the Board ~~and its sub-committees~~, ensuring that those appointed have regard to diversity and inclusion on the Board;

Generally

- (c) Except for those matters reserved to the Court of Common Council, the Board will be responsible for all aspects of Bridge House Estates' day-to-day management and administration in the discharge of the City of London Corporation's functions as Trustee of the Charity, acting solely in the best interests of the Charity, subject always to the delegated authority being exercised in accordance with any strategy, policy and/or procedure set by, or other direction of, the Court.

Specifically

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

Delegation

- (e) The Board may appoint such sub-committees as are considered necessary for the efficient and effective discharge of any of the functions conferred on the Board, and may appoint such members of the Board (including for the avoidance of doubt any of the co-opted members of the Board), and/or such elected Members serving on any other Committees of the Court of Common Council who are considered to have the necessary skills, knowledge and experience to better support the proper discharge of the relevant sub-committee's functions, and/or any co-opted member appointed by the Board to a sub-committee in accordance with the process adopted by the Court per paragraph 5(b)(vii) above, subject always to elected Members **forming the majority not being in a minority** of those in attendance at any sub-committee meeting to form a quorum and **an elected Member serving as the Chair and Deputy Chair.**

Reporting

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

LICENSING COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of 15 Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment.

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2023/24**

- 2 (2) Anthony Fitzpatrick, *for two years*
- 15 (4) Marianne Bernadette Fredericks, Deputy
- 6 (4) Shravan Joshi, M.B.E., Deputy
- 13 (3) Peter Gerard Dunphy, Deputy
- 7 (3) Mary Durcan
- 3 (3) Jason Paul Pritchard
- 2 (2) Ceri Edith Wilkins, *for three years*
- 2 (2) James Bromiley-Davis
- 2 (2) Brendan Barns
- 11 (2) Graham David Packham, Deputy

Together with five Members to be appointed this day.

4. **Terms of Reference**

To be responsible for:-

- (a) the City of London Corporation's licensing functions under the following legislation:-
 - (i) Licensing Act 2003:-
 - (ii) Gambling Act 2005:-
 - (iii) Local Government (Miscellaneous Provisions) Act 1982, as amended by the Policing and Crime Act 2009:-
 - (a) the licensing of sexual entertainment venues
 - (b) action to prohibit the consumption of alcohol in designated public places as detailed in sections 12-16 of the Criminal Justice and Police Act 2001 and the Local Authorities (Alcohol Consumption in Designated Public Places) Regulations 2001
 - (c) the implementation of those sections of any Acts of Parliament and/or European Legislation which direct that the local authority take action in respect of those duties listed at (a) above, including the functions contained in Sections 2(1) and 2(2) of the Hypnotism Act 1952
 - (d) determining which of its functions and responsibilities may be delegated to enable the Director of Markets and Consumer Protection to act on its behalf.
- (b) The appointment of the Executive Director Environment (acting jointly with the Planning & Transportation, Port Health and Environmental Services Committee, and the Open Spaces & City Gardens Committee);
- (c) Making recommendations to the Court of Common Council regarding:-
 - (i) the City Corporation's Statement of Licensing Policy; and
 - (ii) The Statement of Licensing Principles in respect of the Gambling Act 2005.
- (d) charity collections, under the Police, Factories and Miscellaneous Provisions Act 1916 (or any subsequent re-enactment).

HEALTH & WELLBEING BOARD

1. **Constitution**

A Non-Ward Committee consisting of,

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

2. **Quorum**

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

3. **Membership 2023/24**

- 7 (4) Marianne Bernadette Fredericks, Deputy
- 5 (3) Mary Durcan
- 2 (2) Randall Anderson, Deputy

Together with the Members referred to in paragraph 1 above.

Co-opted Members

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

4. **Terms of Reference**

To be responsible for:-

- a) carrying out all duties* conferred by the:- Health and Social Care Act 2012, Health and Care Act 2022 ("the HSCA 2012") ~~and Section 128A of the NHS Act 2006 2012~~ on a Health and Wellbeing Board for the City of London area, among which:-
 - i) to provide collective leadership for the general advancement of the health and wellbeing of the people within the City of London by promoting the integration of health and social care services; and
 - ii) to identify key priorities for health and local government commissioning, including the preparation of the Joint Strategic Needs Assessment and the production of a Joint Health and Wellbeing Strategy.

~~All of these duties should be carried out in accordance with the provisions of the HSCA 2012 concerning the requirement to consult the public and to have regard to guidance issued by the Secretary of State; *All of these duties should be carried out in accordance with the provisions of the HSCA 2012 and 2022 concerning the requirement to consult the public and to have regard to the statutory guidance issued by the Secretary of State including "Statutory guidance on joint strategic needs assessment and joint health and wellbeing strategies (JHWBS)" <https://www.gov.uk/government/publications/jsnas-and-jhws-statutory-guidance-and-non-statutory-guidance> " Health and wellbeing board – guidance" <https://www.gov.uk/government/publications/health-and-wellbeing-boards-guidance/health-and-wellbeing-boards-guidance> ;~~

- b) mobilising, co-ordinating and sharing resources needed for the discharge of its statutory functions, from its membership and from others which may be bound by its decisions; and
- c) appointing such sub-committees as are considered necessary for the better performance of its duties.
- d) to carry out the statutory duty to assess needs for pharmaceutical services in the City Corporation's area and to publish a statement of its first assessment and of any revised assessment.
- e) to be involved in the preparation of the joint forward plan for the ICB and its partner bodies including consideration of whether the draft takes proper account to of the Joint Local Health and Wellbeing Strategy.
- f) Approval of the Better Care Fund plan for the City of London area

5. **Substitutes for Statutory Members**

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

HEALTH & SOCIAL CARE SCRUTINY COMMITTEE

1. **Constitution**

A non-Ward Committee consisting of,

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

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

2. **Quorum**

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

3. **Membership 2023/24**

- 4 (3) Andrew Paul Mayer
- 2 (2) David James Sales *for three years*
- 2 (2) Christopher Paul Boden, Deputy

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

4. **Terms of Reference**

To be responsible for:-

- (a) fulfilling the City's health and social care scrutiny role in keeping with the aims expounded in the Health and Social Care Act 2001 ~~and~~ Part 14 of the Local Government and Public Health Act 2007 (Patient and Public Involvement in Care and Social Care) and the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013;
- (b) agreeing and implementing an annual work programme; and
- (c) receiving and taking account of the views of relevant stakeholders and service providers by inviting representations to be made at appropriate meetings.

LOCAL GOVERNMENT PENSIONS BOARD

1. **Constitution**

A Non-Ward Committee consisting of,

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

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

2. **Quorum**

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

3. **Membership 2023/24**

Three Employer Representatives

Vacancy

Vacancy

Paul Wilkinson

Three Member Representatives

David Pearson (*appointed for a four-year term expiring April 2025*)

Christina McLellan (*appointed for a four-year term expiring April 2024*)

Vacancy

together with the co-opted Member referred to in paragraph 1 above, if required and one Member to be appointed this day. The further vacancy will be re-advertised for the May Court of Common Council meeting.

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

Board Members must be satisfied that they:

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

4. **Terms of Reference**

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

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

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

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

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

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

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

5. **Chairmanship**

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

PENSIONS COMMITTEE

1. **Constitution**

A non-ward committee consisting of:

- Up to eight Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- Up to three independent members (i.e., non-Members of the Court of Common Council) co-opted to the Committee on the advice of the Chamberlain, with voting rights.

N.B. - No Member of the Pension Committee shall be a Member of the Local Government Pensions Board, or be the Chair or Deputy Chair of the Corporate Services Committee, the Finance Committee, or the Policy & Resources Committee simultaneously.

2. **Quorum**

The quorum consists of any three elected Members.

3. **Membership 2023/24**

- 2 (2) Shahnaz Bakh, *for two years*
- 2 (2) Andrien Gereith Dominic Meyers, Deputy *for two years*
- 2 (2) Madush Gupta, Deputy *for two years*
- 2 (2) Timothy Richard Butcher, *for two years*
- 2 (2) Ian David Luder, J.P., Alderman
- 2 (2) James Henry George Pollard, Deputy
- 2 (2) David James Sales
- 2 (2) Sir David Wootton, Alderman

Together with the following independent Members referred to in paragraph 1 above:-

Independent Members

Clare James

4. **Terms of Reference**

To undertake statutory functions on behalf of the Local Government Pension Scheme (LGPS) and ensure compliance with the Local Government Pensions Scheme Regulations ("the Regulations"), relevant legislation, and best practice as advised by the Pensions Regulator.

To be responsible for: -

- a) formulating, publishing and periodically review strategies and policies around the Pension Fund, for example (but not limited to) investments, responsible investment, funding, and administration.
- b) selecting and appointing suitability qualified external service providers, such as investment managers and advisors as required.
- c) monitoring the Pension Fund's investment arrangements including asset allocation, the performance of investment managers and advisors, and asset pooling arrangements (noting that the Pension Fund is a shareholder of the London CIV pool).
- d) monitoring liabilities, making arrangements for the triennial actuarial valuation of the Pension Fund, and considering and approving the required employer contribution levels for each employer within the Fund.
- e) dealing with the admission and cessation of employers as and when necessary and to review the ability of admitted bodies to meet their obligations to the Pension Fund.
- f) ensuring the Corporation effectively discharges its obligations to scheme members and employers as an administering authority.
- g) considering and approving the Pension Fund's Annual Report as well as all other statutory statements required under the Regulations.
- h) working with, receiving and considering comments from the Local Government Pensions Board (a scrutiny and non-decision-making body established under the Regulations) in pursuit of good governance of the LGPS.
- i) ensuring that arrangements are in place for consultation with stakeholders as necessary.
- j) developing and maintaining the appropriate level of knowledge and understanding to carry out their duties effectively (including completion of the Pensions Regulator's Public Service toolkit).

NOTE: whilst it is the expectation and intention that corporate policies are applied in respect of the Pension Committee's activities, such matters must always be considered in light of the specific regulatory requirements that apply to the

administration of the LGPS. Therefore, where relevant and insofar as such policies impact the Pension Fund, they will need to be reviewed by the Pension Committee.

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Members' Supporting Statements

To be considered in conjunction with Items 8 (A), (C), (F), (G), (L), and (M).

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

Where appropriate:

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

Denotes a Member who has fewer than five years' service on the Court at the time of the appointment

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

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

Item 8(A) - FIVE Members on the Policy and Resources Committee

***Mary Durcan**

I became a member of P&R two years ago, having been elected as a councillor in 2017. P&R is a challenging committee for any Member and I have learned so much more about the workings of the Corporation and its businesses. The City is my home so resident issues are well known to me.

I have spent much of my time promoting the City to others– GLA, Living Wage, finance associations, Members of Parliament etc and finding common ground on which we can work together. With co-operation we achieve everything.

I hope to make a further contribution if re-elected (with your support)

***Deputy Simon Duckworth**

With an Investment, Tech and Policing background, I've focused on critical issues to our City. I've worked with many of our partners across London and Government, enhanced by my Army mobilisation during the pandemic working with Cabinet Office, DHSC and MHCLG colleagues.

I've helped lead many areas of Corporation activity, working with London Councils when Deputy Chairman of P&R.

The Committee's wide ranging work, developing strategy and implementing it, requires a team approach. My year as Chief Commoner helped me listen to the diverse views of colleagues; I want to help foster genuine collaboration across the Court and help shape our City's future.

Helen Fentimen

Since election in 2019 I've demonstrated the ability to work with members across court making thoughtful well considered contributions to committees. Drawing on NHS and Department of Health experience I understand political process, am confident speaking in public effectively engaging different audiences and communities.

My leadership skills are evidenced as Chair Middlesex Street/Eastern Hub Steering Group, involving residents, Col and CoLP, Chair City & Hackney Integrated Health and Care Board (multiagency) representing CoL and as CCSC Deputy have effectively supported the Chair.

I offer P&R my skills, experience and commitment to deliver City ambitions and fully support a successful residential reset.

Jason Groves

In addition to my perspective as a working member of the FPS sector, I'm standing for three principal reasons:

- **UK Competitiveness:** The imminent passage of the Financial Services & Markets Bill presents urgent and important opportunities to improve the attractiveness of the UK for inward investment.
- **Broadening relationships:** In addition to the “residential reset”, we need to deepen and broaden our links into the businesses we serve.
- **Cultural Strategy:** A co-ordinated Cultural Strategy will help deliver Destination City more effectively. As a board director of cultural charities and a senior communications professional, I want to help make this a reality.

Deputy Madush Gupta

Why vote for Madush?

1. I am a purposeful, values-driven banking and civic leader. Delivering for the City of London is my top priority.
2. Since July '22, I have attended 80% of P&R and RASC committee meetings.
3. I am diversity. I am Bipolar II and a Lloyds Banking Group National Ethnic Role Model.
4. I am a liveryman and celebrate our heritage.
5. I shape the Corporation's Technology and Innovation Policy. In April, I will speak in the House of Commons about our strategic policy ambitions.
6. Aldermen Russell, Levene and I successfully co-curated the Tech Banquet experience to try a different way of delivering the banqueting experience for the City's guests at Mansion House.

Wendy Hyde

I am asking for your vote in the election to P&R as I think that my recent experience as Chair of Culture Heritage & Libraries & resulting knowledge of the wide range of our cultural activities is relevant to the development of the key Destination City strategy. I have a long-standing commitment to diversity issues in the City & would work to see that Destination evolves with respect for all our communities, residents & workers.

My professional background in a range of relatively senior roles at the Bank of England can also be useful in the policy context.

***Deputy Shravan Joshi**

I have served on P&R for one term and believe I made a strong contribution during that time, demonstrated by the Sub-Committees I actively serve on: Resource Allocation, OPP (formerly Corporate Asset, as Deputy Chair) and Communications & Corp Affairs. I've also previously served on the Investment Committee and PIB (as Deputy Chair).

My approach has always been to work collaboratively on the committee and offer a sincere perspective, whilst at the same time, delivering both scrutiny and governance. I believe I can continue in that vein of being a constructive critic, with your valuable support.

Gregory Lawrence

I've spent my working life at Smithfield Market and was first elected to Court in 1993 where I have worked for the good of the City. As an employer, I understand future generations and worry about the City's legacy.

I feel strongly that there is a clique of people who control Policy & Resources. Diversity of views is unwelcome and not in the best interests. TOM, was instigated by this clique. The behaviour of the Court has changed as pointed in January. We need CHANGE, so I ask you to vote for me for a seat and importantly, a say.

***Deputy Charles Edward Lord**

I am seeking re-election and I would be grateful if you could give me one of your five votes.

For the last 14 years, I have been an assiduous attender at the Committee and its sub-committees and have offered constructive challenge and made positive contributions to the policy making process.

I bring unparalleled knowledge of the Corporation's governance structures and procedures and experience at a national and pan-London level having held leading positions at London Councils and the Local Government Association.

I have also actively sought to improve Member involvement in decision-making and in the diversity of the Common Council.

Paul Martinelli

Business owner and employer. Active in the City at all times, day and night. Deputy-Chair BHE Board, Chair-Grants Committee. Finance, Audit, Planning. Museum of London Board, GLA. Experienced in taking decisions that drive growth, passionate about driving the City forwards.

Strong advocate of getting the City back to work, certain that the responsibility to make hard decisions now will be rewarded in the years ahead. The Court is in a period of development and change, P&R must embrace that journey. The challenges must not be underestimated, I would welcome the opportunity to support that process, bringing added independence and perspective.

***Wendy Mead**

My political career centred on a campaign to save Bart's Hospital from Government closure. I honed skills which have been useful at the City of London, especially on the Policy and Resources Committee. As the Chairman of Epping Forest and Commons Committee, I achieved a grant of £4.5 million of Heritage Lottery funding, ensuring the wonderful Forest remains available to the public. As Chairman of Port Health and Environmental Services, the clean air policies were rewarded by £1 million grant from the Mayor of London. Chairman of Health Scrutiny Committee, I scrutinised the reconstruction of specialist health services across North East London, receiving an OBE. I hope you feel able to give me your support.

Paul Singh

As you may have read in my email to members this month, my USPs are that I cover four key areas: SMEs, new members, residents and industry. However, there is no point having all of this if you are afraid to get up and articulate your points especially at P&R. I know this having attended P&R meetings over the last year. Whether it was on committees, CoCo, to officers or at Ward meetings, I have challenged the Corporation on strong issues this year. I hope you give me a chance to keep doing this via the greatest of all forums.

***Deputy James Thomson**

- Member of P&R for three years. Seeking your support for re-election.
- Experience of a wide range of committees: Finance, Police, Property Investment, Bridge House Estates, City of London School, Planning, Port Health.
- As Chair of Police, have represented the City nationally: Home Office, Ministers, Police & Crime Commissioners and private sector partners.
- Depth of private and public experience, currently: CEO and now Chair of Gleeson the leading listed affordable homebuilder; Chair, National Cyber Resilience Centre, NED, Serious Fraud Office.
- Previously: CFO, property, banking, government advisory and chartered accountant.
- Values: collaborative, respectful, inclusive, fair and equitable.

Item 8(C) THREE Members on the City of London Police Authority Board

Jason Groves

Having served on PAB's Economic & Cyber Crime and Professional Standards & Integrity Committees this last year, I've gained a good understanding of key aspects of the City Police's work and now ask your support to join PAB itself.

A proud member of a "police family" – with several relations previously in the force – I have a strong understanding of the need to support those who serve.

I believe there is scope for the City Police to increase their engagement with firms across the City and beyond to improve cyber resilience and skills, and ensure that Destination City is delivered safely.

***Deborah Oliver**

I joined the Police Authority Board in 2018 as an External Member and was able to continue my involvement when I was elected as a Councillor. I am Deputy Chair of the Professional Standards and Integrity Committee and am the Member Sponsor for the Independent Custody Visitor's Scheme.

As a City resident, I take a close interest in Neighbourhood policing and regularly attend the Barbican Cluster meetings. I have also attended a night visit to Bishopsgate Station and a high visibility visit to the Barbican Estate. I will shortly attend a visit to the Bishopsgate custody team.

***Deputy James Thomson**

- Member of Police Authority Board for eight years.
- Chair of Police for last three years, previously Deputy Chair for three years.
- Seeking your support for re-election to continue as Chair for fourth year.
- Board Member of the Association of Police & Crime Commissioners; Chair, National Cyber Resilience Centre, NED, Serious Fraud Office.
- I represent the City nationally: Home Office, Ministers, and private sector partners.
- Prior to joining Board, served as a City of London Special Constable for 12 years.
- Values: collaborative, respectful, inclusive, fair and equitable.
- Wanting the City to be the most trusted and inclusive police service.

Item 8(F) THREE Members the Gresham Committee (City Side)

***Deputy Simon Duckworth**

I'm standing for re-election as having helped negotiate the current funding of Gresham College, I am keen to continue serving on this committee and help maintain the important constructive relationship between the Corporation and the Mercers as joint Trustees of the Gresham Estate.

I currently chair the Gresham Working Party, and as a former Vice Chairman of the College Council, I'm committed to ensuring the College's viability and success, and help champion its unique offering.

Michael Hudson

I seek election to the City side which works with the Mercers' Company, appointing Directors to the Council of Gresham College; appointing and paying for four Gresham Lecturers; and maintaining Gresham Almshouses. The responsibility of continuing Sir Thomas Gresham's will is a challenge I relish. I have educational, charity and property experience and support the Gresham lectures being available to all. I have seen and attended some of the fascinating lectures the College arranges. I would like to assist in continuing the work of this exceptional charity, the Gresham College, and ask for your support.

Timothy McNally

I am a Member of the Gresham Society, and believe that its unique and free offering of lectures of the highest quality is something that we should all support. I have also personally visited the Gresham's Almshouses in Brixton that the City of London manage.

Deputy Henry Pollard

I have seen and attended some of the fascinating lectures the College arranges and the feedback from those who do is universally positive. I have an interest in education and supporting adult learning - which is primarily what Sir Thomas Gresham sought to achieve for Londoners with his most generous bequest. I admire the way in which the CoLC and the Mercers have jointly, and through Gresham College, developed Sir Thomas Gresham's vision, to make these world class lectures accessible not just to Londoners but also to the whole world, through the internet and want to help and support that vision.

***Deputy Giles Shilson**

I had not intended to stand for Gresham Committee again. However, Gresham College is at a very sensitive point in its history: now halfway through the five-year plan initiated during my Chairmanship, there has been significant turnover among staff and senior appointments recently and, now more than ever, the College needs clear guidance and support from members who understand the background, complexities, subtleties and challenges of this unique institution. As immediate past Chair and a former Vice-Chair of College Council, with a strong rapport with Mercer co-sponsors, I can genuinely help to provide the stability that the College urgently needs.

Item 8(G) FIVE Members on the Corporate Services Committee

***Deputy Randall Anderson**

I have served on Corporate Services and its predecessor the Establishment Committee for a few years and we have been trying to fundamentally reform this department. I believe we have finally begun to have significant success and I hope you will support me to continue on this Committee to help see this through to a good conclusion.

Anthony Fitzpatrick

With nearly 30 years of HR experience, I have undertaken a number of roles across HR, but I specialise in the field of Employee Relations and Employment Policy with extensive subject matter experience of Unionised and Non-unionised working environments, having established a fully elected employee consultative forum bringing together union and non-union representatives as well as leading trades union negotiations in both UK and Ireland.

I have worked globally on policy implementation, including Equal Parental Leave, Global Sickness Policy as well as Hybrid Working and Domestic & Sexual Abuse.

I have a passion for diversity, inclusion and Social Mobility. I am keen to promote how the philosophy of policy can drive cultural change and greater employee engagement.

***Mandeep Thandi**

As a senior cyber and digital leader in a professional services firm, I have responsibility in shaping and informing corporate policies that enhance employee engagement. This is overlaid with previous experience in senior corporate roles. Over the past year I have used my experience to inform the key challenges our Corporation faces, including employee retention and engagement, pay and how we look to build capability and culture that is fit for our future.

In completing my first year as a new member my aspiration is to offer more in this Committee to build on my understanding of the Corporation.

***Deputy Philip Woodhouse**

Asking for your vote please for re-election to CSC. I am a huge supporter of our staff, and remain concerned about the low level of morale following the TOM. That restructuring has been recognised at the highest level within the Corporation as having been a mistake. This Committee needs members who are willing to put things right. If re-elected, I will work with the aims of the Corporation, mirroring the great working environments which I have been part of and which the Corporation should also enjoy. I have the experience from my commercial work and my time on this Committee to make a change for the better.

Item 8(L) TWO Members on the Barbican Centre Board

Aaron D'Souza

I am a huge champion of the role arts and culture should play in society. I have contributed to projects by the National Theatre and Shakespeare's Globe to attract young and diverse audiences and more recently explored how new technologies such as Web3, NFTs and the metaverse can enhance theatre offerings, provide new revenue streams and contribute to business model innovation. I've enjoyed supporting and experiencing the Barbican Centre at its best this year, especially the showing of 'My Neighbour Totoro' and would be excited and privileged to contribute to the continued success of one of our treasured institutions with your support.

Item 8(M) FOUR Members on the Bridge House Estates Board

#Aaron D'Souza

I have worked closely with Trusts and Foundations, charities, CICs and community groups across London for the last decade as an advisor board member or Finance, Impact & Risk or Strategy committee member and bring expertise in the social and impact investment area the BHE have identified. As a Trustee of UK Youth, I've helped the charity build expertise in grant distribution, impact management and assessment and scaling social innovation using a system changes approach. Combined with my lived experiences I am confident I can make a strong contribution to the Board. I would be grateful for your support.

#John Griffiths

My 25 years' professional work at the inter-sections between London's public, private and voluntary sectors, has involved providing advice and consultancy to different trusts and foundations, including City Bridge Trust. I have run commercial and charitable

organisations with a strong social purpose (Director of [Rocket Science UK Ltd](#), London Civic Forum, NED of [Bikeworks CIC](#)) and have a wide-ranging network. As a trustee of the Haberdashers' Company Charities and 3-term trustee of [London Funders](#), I have worked on London's post-Covid recovery to ensure social justice through greater funder collaboration, harnessing sources of philanthropy to complement the delivery of public-policy priorities.

#Timothy McNally

I have worked in the charity movement (IT) since 1986 and am Chair or Vice-Chair of seven charities which between them run 5 almshouses and make charitable donations of over £5 million per year in the City, Tower Hamlets and Southwark, with assets of over £100 million. Good charitable giving is very important and I think that my understanding of charities from tiny to very large would assist with being an effective member of the Bridge House Trust Board who has something to give.

***Paul Martinelli**

Led the establishment of new stronger CBT grants team, overseen distribution of £200 million fund tackling disadvantage and inequality. Launched new Anchor and Propel programmes.

Supporting the Chair in our Primary function, managing extensive operational-property programme covering five Bridges and investment portfolio, stretching over 150-year horizon.

Planning 2023/24 to take responsibility for monitoring £40m Social Investment programme, working with Officers on branding, governance reviews and additional co-opted members.

Our budget forecast targets an uplift in Grant-giving over the next four-year term, I am committed to driving real change in the lives of Londoners.

#Deborah Oliver

I highlight my experience in tourism, retail, and events. I promoted benefits of major funding as director of the National Lottery Promotions Unit. I led campaigns to raise support for Lottery funding developing a strategic approach to engaging with charities, government bodies and media. I delivered major events e.g., the 10th anniversary of the National Lottery broadcast on the BBC. The impact on the retail arm – Camelot, was front of mind.

As a director of the New Millennium Experience Company, I was involved with a major tourism attraction and the delivery of international events and generation of advance ticket sales.

***Deputy Henry Pollard**

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

I have served on Bridge House Estates for some 2 years and served in the oversight of the trusts investments and believe I have the experience to add value to BHE for the greater good of London.

I have recently chaired the charity's Investment Working Group with an aim to making the charity's investments be climate impactful and societally beneficial as possible.

I believe with my experience I can make a positive impact.

***Deputy Nighat Qureshi**

During this past year, I have been able to widely engage on varying matters & provide insights or challenge offerings to support deserved groups. As the cost-of-living crisis deepens & the Board's unique position to help many not the select few, I have persisted in supporting, scrutinizing, and providing out-of-the-box ideas to deliver the board's objectives.

I have sincerely applied my knowledge, passion & energy to provide a voice on the board to represent diversity and minorities. I hope to continue to utilise my skills to navigate priorities to determine best use of resources and funds with your support.

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Report – Policy and Resources Committee

Bill for an Act of Common Council – Aldermanic Qualifications (Foreign Convictions)

To be presented on Thursday, 27th April 2023

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

SUMMARY

The accompanying Bill is intended to tighten the position in respect of Aldermanic qualification in respect of certain convictions. It is currently the case that a candidate convicted of any imprisonable offence in the UK, Channel Islands or Isle of Man would be disqualified from standing for election; however, those convicted of the same offence in the Republic of Ireland would not be disqualified. The Bill presented for your consideration here extends the disqualification to those convicted in the Republic of Ireland.

In order to effect the proposed change, a Bill for an Act of Common Council is required. In accordance with Standing Order No. 46, the terms of the Bill must be considered by the appropriate Committee(s) and must be submitted to the Recorder of London for settling prior to its submission to the Court of Common Council for its first, second and third reading.

Your Policy and Resources Committee agreed to progress this matter at its meeting in January 2023. The draft Bill at Appendix 1 has been settled by the Recorder and was presented to the Court of Common Council for its first and second readings in March 2023. It is now presented for a third and final reading, so as to take effect for any new Aldermanic elections from this point onwards.

RECOMMENDATION(s)

Approval be given to:-

1. Proposals to tighten the qualification requirements for Aldermen in relation to convictions in the Republic of Ireland.
2. The draft Bill for an Act of Common Council to effect these changes, as set out in Appendix 1 to this report.

MAIN REPORT

Background

1. In the context of Aldermanic elections, consideration has been given to the issue of foreign convictions, principally the risk of a scenario arising whereby a candidate is elected who has a foreign conviction which, had it been a UK conviction, would have rendered them unqualified for election.
2. By way of example, a candidate convicted of a relevant offence in Derry, in Northern Ireland, would be disqualified; meanwhile, a candidate convicted of precisely the same offence in Kerry, in the Republic of Ireland, would not be disqualified.
3. The General Purposes Committee of Aldermen discussed various options and instructed the City Solicitor to present a report to the Policy and Resources Committee, requesting that it recommend to the Court of Common Council the passing of an Act of Common Council to implement the preferred option, which was to include relevant convictions in the Republic of Ireland. The Policy and Resources Committee endorsed this approach and the approval of the Court of Common Council is now sought.
4. It should be noted that, whilst the City Corporation has the power to alter the qualification requirements for Aldermen by an Act of Common Council, it does not have the power to alter the disqualification rules for incumbents. The potential arrangements discussed below would therefore only provide protection before election/re-election and not during an Alderman's term of office. For matters which arise during a term of office, the position on disqualification would remain subject to the statutory provisions under s.9 of the City of London Municipal Elections Act 1849.

Current Qualifications

5. There are currently two ways in which an Alderman may be qualified. The first is that they are a Justice of the Peace (JP) at the date of nomination and the date of the Poll. Under this ground, any criminal convictions will have been taken into account by the Lord Chancellor. While there is no automatic bar for a conviction, they are taken into account and "the Lord Chancellor will not appoint a person in whom the public would be unlikely to have confidence" (Lord Chancellor's Guidance for Advisory Committees). The issue of criminal convictions is effectively left to the Lord Chancellor to determine and if a person is deemed fit and is appointed to be a JP they are qualified to be an Alderman. It is anticipated that anyone with a serious foreign conviction would not be appointed as a JP and so would not be eligible to stand as an Alderman via this route.
6. The second route, introduced in 2013, is that the individual has never been convicted of an imprisonable offence in the UK, Channel Islands or the Isle of Man (even if they were not actually imprisoned or the conviction has been spent). This qualification is derived from and is identical to provisions relating to Police and Crime Commissioners. There are also provisions in relation to bankruptcy which are not relevant for present purposes.

7. Because the qualifications for election as an Aldermen are not legislated for by Parliament, they fall within the Court of Common Council's powers to legislate to manage its own affairs where it considers a custom is hard or defective.
8. In exercising this power, it has long been the policy of the Court of Aldermen and the Court of Common Council to minimise the risks of perceived subjectivity in relation to Aldermanic elections, at both the qualification and approval stage, by removing the exercise of discretion. A person is either a JP or is not, and they either have no relevant convictions or they have.
9. Furthermore, notwithstanding the extant power of the Court of Aldermen post-election to examine and determine whether or not any person returned as Alderman Elect is a fit and proper person and qualified for the office, reaffirmed by the Court of Appeal in *R v City of London Corporation, ex parte Matson* [1997] subject to a duty to give reasons, the Corporation subsequently decided to go further than was required by this judgment and introduced section 5 of the Act of Common Council of 10 September 1998 which states that:-

"The Court of Lord Mayor and Aldermen is deemed to have approved any person qualified to be elected to the office of Alderman under section 3 and so elected."

Proposal

10. The election of a candidate to the Court of Aldermen who had been convicted of an imprisonable offence abroad would clearly represent a reputational risk to the City of London Corporation, although Parliament has not seen fit to cover this eventuality in relation to MP's (unless detained in the UK), local government members and Police and Crime Commissioners, or indeed Common Councillors in respect of which such a risk is accepted and the decision left to the electorate as to whom to elect.
11. Consideration was given to various options to address this, including the option of simply amending the second qualification to include relevant convictions in the Commonwealth or rest of the world, which would have the advantage of simplicity and objectivity. However, it was recognised that judicial systems across the world do not all share the UK's approach to the rule of law. Other options, including subjective assessment of the reliability of foreign convictions and their prospective imposition in the UK, or restoring the Court of Aldermen's historic power to determine whether an Alderman is a fit and proper person to hold office, were dismissed as being inappropriate or impracticable to implement.
12. It is, therefore, proposed to add the words "Republic of Ireland" to the existing reference in the Act of Common Council (which currently refers only to the UK, Channel Islands and the Isle of Man) in respect of not having been convicted of an imprisonable offence.
13. This would remove the "Kerry/Derry" paradox whereby a candidate with a relevant conviction in Northern Ireland would not be qualified, but one with an equivalent conviction in the Republic of Ireland would. It would avoid the difficult question of Commonwealth convictions which Parliament itself has not chosen to address in relation to General and local government elections. This option is favoured by the Court of Aldermen and your Policy and Resources Committee,

having considered the matter, has determined that it would be desirable to progress a Bill for an Act of Common Council to address this issue. A draft Bill for an Act of Common Council which would give effect to this proposal is included at Appendix 1. The Bill should be read in conjunction with the current Act of Common Council of 10 September 1998, as amended, which is included at Appendix 2.

14. In accordance with Standing Order No. 46, the Bill must be considered and approved by the appropriate Committee(s) and submitted to the Recorder of London for settling before it can be considered by the Court of Common Council.
15. The draft Bill has been settled by the Recorder and was presented to the Court for its first and second reading in March 2023, where it was supported. It is hereby presented for a third and final reading and, if approved, will be made an Act of Common Council. It will then be in force for any Aldermanic elections for which a precept is subsequently issued.

Conclusion

16. The election of a candidate to the Court of Aldermen who had been convicted of an imprisonable offence abroad would clearly represent a reputational risk to the City of London Corporation, although Parliament has not seen fit to address this issue in relation to Common Councillors, local authority members, Police and Crime Commissioners and MP's (unless detained in the UK).
17. Having carefully considered the matters set out above, the General Purposes Committee and the Court of Aldermen considered that the option to include relevant convictions in the Republic of Ireland as another bar to the non-JP qualification route would be the most appropriate course of action as it would remove an obvious reputational risk whilst retaining the same approach to other relevant foreign convictions adopted in Parliamentary and local government elections.
18. Having concurred with the Court of Aldermen, the accompanying Bill has been drafted at the behest of your Policy and Resources Committee and is presented for its third and final reading.

Appendices

- Appendix 1: Draft Bill for an Act of Common Council
- Appendix 2: Act of Common Council of 10 September 1998 (as amended)

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

DATED this 19th day of January 2023.

SIGNED on behalf of the Committee.

Deputy Christopher Michael Hayward
Chairman, Policy and Resources Committee

To be considered at the Court of Common Council

2023

A BILL

For an Act of Common Council to –

Make further provision for the qualification of candidates for the office of Alderman.

WHEREAS:-

- (1) From time immemorial there has existed and still exists in the City of London (“the City”) a Common Council consisting of the Lord Mayor, Aldermen and Commons in Common Council assembled and the Common Council have made, passed, ordained and established divers Acts, Ordinances, Rules, Orders and Regulations for the regulation and good government of the City and its Liberties as to them from time to time has been found necessary and expedient;
- (2) Section 3 of the Act of Common Council made and passed on the 10th day of September 1998, as amended by Acts of Common Council made and passed on the 16th day of May 2013 and the 21st day of April 2022, made provision as to candidature for the office of Alderman;
- (3) One of the qualification routes for election to the office of Alderman requires a candidate not to have been convicted of any imprisonable offence in the United Kingdom, the Channel Islands or the Isle of Man and it is desirable to also require such a candidate not to have been convicted of any imprisonable offence in the Republic of Ireland;
- (4) His late Majesty King Edward the Third by his Charter made and granted to the City in the fifteenth year of his reign afterwards confirmed and ratified by Parliament did (amongst other things) grant that if any customs in the City before that time obtained and used were in any part hard or defective or any things in the City newly arising in which no remedy had been ordained should need amendment the Mayor and Aldermen of the City and their successors with the assent of the Commonalty of the City might put and ordain thereto fit remedy as often as it should seem expedient to them so that such ordinance should be profitable to the King and to the citizens and to all other liege subjects resorting to the City and agreeable also to reason and good faith.

BE IT THEREFORE and IT IS HEREBY ENACTED ORDAINED AND ESTABLISHED by the Right Honourable the Lord Mayor, the Right Worshipful the Aldermen and the Commons of the City of London in Common Council assembled and the authority of the same **AS FOLLOWS:**

Interpretation

1. In this Act –

“Act of 1998” means an Act of Common Council made and passed on the 10th day of September 1998;

“Act of 2013” means an Act of Common Council made and passed on the 16th day of May 2013.

Candidature for the Office of Alderman

2. Section 3(3)(b) of the Act of 1998, as substituted by section 2 of the Act of 2013, is omitted and substituted by the following –

“(b) have not been convicted in the United Kingdom, the Channel Islands, the Isle of Man or the Republic of Ireland, of any imprisonable offence (whether or not sentenced to a term of imprisonment in respect of the offence).”

Commencement

3. (1) Subject to subsection (2) below, the provisions of this Act will come into force on the day on which it is made and passed as an Act of Common Council (“the commencement date”).

(2) The provisions of this Act will not apply to any Aldermanic election for which a precept has been issued at the commencement date, but instead any such election will be conducted as if this Act had not been made and passed as an Act of Common Council.

Savings

4. Save as hereby varied the provisions of the Act of 1998 and the Act of 2013 will continue in full force and effect.



NICHOLS

Mayor

A Common Council holden in the Guildhall of the City of London on Thursday, the 10th September, in the year of Our Lord One Thousand Nine hundred and Ninety-eight, and in the 47th year of the reign of Elizabeth the Second, by the Grace of God, of the United Kingdom of Great Britain and Northern Ireland and Her other Realms and Territories, Queen, Head of the Commonwealth, Defender of the Faith, before the Right Honourable Lord Mayor, Sir Richard Nichols, Sir Peter Gadsden, GBE, AC, MA, DSc, FEng, Sir Christopher Leaver, GBE, DMus, Sir David Rowe-Ham, GBE, DLitt, Sir Alexander Graham, GBE, DCL, Sir Paul Newall, TD, DL, MA, DLitt, Sir Christopher Walford, MA, DCL, Sir Roger Cork, Lord Levene of Portsoken, KBE, Gavyn Farr Arther, MA, Clive Haydn Martin, OBE, TD, DL, Robert Gerard Finch, Esq, Peter Anthony Bull, Esq, Richard Devenish Agutter, Esq, Michael Berry Savory, Esq, David William Brewer, Esq, Frederick Michael Everard, Esq, CBE, BA, DSc, John Stephen Hughesdon, Esq, and David Howarth Seymour Howard, Esq, Alderman and one of the Sheriffs of the said City and the greater part of the Commons of the said City in the said Common Council then and there assembled.

An Act of Common Council to make further provision for the qualification of candidates for the office of Alderman of the City of London and amend further for such purpose an Act of Common Council made and passed on the 14th day of July 1960 relating to the election of Aldermen; provide for the approval of persons elected to that office; abolish fines and penalties upon Aldermen and disapply provisions of an Act of Common Council made on the 17th day of April 1812; provide for the governance of precedence or seniority of Aldermen and to amend an Act of Common Council made and passed on the 21st day of July 1932 relating to the nomination and election of Sheriffs of the City of London; and make further provision for vacancies among and the numbers of Common Councilmen.

WHEREAS from time immemorial there has existed and still exists in the City of London a Common Council consisting of the Lord Mayor and Aldermen of the said City and certain Citizens being Freemen of the said City and called the Commons and the said Mayor, Aldermen and Commons in Common Council assembled have made, passed, ordained and established divers Acts, Ordinances, Rules, Orders and Regulations for the regulation and good government of the said City and its Liberties as to them from time to time has been found necessary and expedient;

And Whereas it is desirable to make changes to the Electoral Franchise of the said City by making it a qualification for Election to the office of Alderman that Candidates for that office would be justices of the peace (including Aldermen surrendering their Office who may intend to submit themselves for re-election for their Ward or otherwise for election as Aldermen) or persons suitable for appointment as justices of the peace for the City bench;

And Whereas Members of the Court of Lord Mayor and Aldermen have resolved that individual Aldermen should offer to surrender their Office as such on or before the expiry of a term of six years (or any subsequent such term) albeit as respects any of them with the intention of submitting themselves for re-election or election otherwise as Aldermen as hereinbefore recited;

And Whereas by an Act of Common Council made and passed on the 14th day of July 1960 as amended by Acts of Common Council made and passed on the 9th day of February 1978 and the 17th day of May 1979 further provision was made governing the election of Aldermen of the City of London;

And Whereas it is necessary for the purposes hereinbefore recited to amend further the said Act made and passed on the 14th day of July 1960 and to insert provisions therein;

And Whereas it is consequential upon the said purposes and desirable that provision be made in relation to the approval of persons qualified to be elected to the office of Alderman and so elected;

And Whereas it is desirable to abolish fines and penalties upon Aldermen as having fallen into disuse and accordingly to disapply provisions of an Act of Common Council made on the 17th day of April 1812;

And Whereas it is desirable and in accordance with the purposes hereinbefore recited that provision be made in relation to the precedence or seniority of Aldermen and accordingly to amend an Act of Common Council made and passed on the 21st day of January 1932 relating to the Nomination and Election of Sheriffs of the City of London;

And Whereas it is desirable to make further provision for vacancies among and the numbers of Common Councilmen of the said City;

And Whereas His late Majesty King Edward the Third by his Charter made and granted to the said City in the fifteenth year of his reign afterwards confirmed and ratified by Parliament did (amongst other things) grant that if any customs in the said City before that time obtained and used were in any part hard or defective or any things in the said City newly arising in which no remedy has been ordained should need amendment the Mayor and Aldermen of the said City and their successors with the assent of the Commonalty of the said City might put and ordain thereunto fit remedy as often as it should seem expedient to them so that such ordinance should be profitable to the King and to the Citizens and to all other liege subjects resorting to the said City and agreeable also to reason and good faith;

Be it therefore enacted, and it is hereby enacted ordained and established by the Right Honourable the Lord Mayor, the Right Worshipful the Aldermen and the Commons of the City of London in Common Council assembled and by the authority of the same as follows:-

PART I – INTERPRETATION AND COMMENCEMENT

Interpretation

[1. In this Act –

“bankruptcy restrictions interim order” means a bankruptcy restrictions interim order under paragraph 5 of Schedule 4A to the Insolvency Act 1986 or any re-enactment thereof;

“bankruptcy restrictions order” means a bankruptcy restrictions order under paragraph 1 of Schedule 4A to the Insolvency Act 1986 or any re-enactment thereof;]¹

[“British” means a British citizen, a British overseas territories citizen, a British National (Overseas), a British Overseas citizen or a British subject under the British Nationality Acts 1981 and 1983 or the British Overseas Territories Act 2002;

“Commonwealth country” means any country mentioned in Schedule 3 to the British Nationality Act 1981;]²

[“debt relief restrictions order” means a debt relief restrictions order under paragraph 1 of Schedule 4ZB to the Insolvency Act 1986 or any re-enactment thereof;

“debt relief restrictions undertaking” means a debt relief restrictions undertaking under paragraph 7 of Schedule 4ZB to the Insolvency Act 1986 or any re-enactment thereof;

“imprisonable offence” means an offence –

- (a) for which a person who has attained the age of 18 years may be sentenced to a term of imprisonment, or
- (b) for which, in the case of such a person, the sentence is fixed by law as life imprisonment;

“interim debt relief restrictions order” means an interim debt relief restrictions order under paragraph 5 of Schedule 4ZB to the Insolvency Act 1986 or any re-enactment thereof;]³

[“Irish” means a citizen of the Republic of Ireland;]⁴ [and

“Town Clerk” shall have the meaning set out in section 4 (Amendment to Procedures for the Election of Aldermen, etc.).]⁵

Commencement

2. This Act shall come into force on such date or dates as the Court of Common Council may by resolution determine and the said Court may determine different dates for different provisions of this Act.

PART II – ALDERMEN

Candidature for the Office of Alderman

¹ Substituted by section 4 of the Act of Common Council of 16 May 2013

² Inserted by section 3 of the Act of Common Council of 21 April 2022

³ Substituted by section 4 of the Act of Common Council of 16 May 2013

⁴ Inserted by section 3 of the Act of Common Council of 21 April 2022

⁵ Substituted by section 4 of the Act of Common Council of 16 May 2013

[3. (1) Without prejudice to the provisions of an Act of Common Council made on the fifteenth day of April 1714 (which provide that candidates for the office of Alderman must be of full age, able and sufficient Citizens and Freemen of the City and not already Aldermen but are modified by subsection (6) below), such candidates shall either be British, Irish, or citizens of a Commonwealth country and at the time of their nomination and election shall satisfy the requirements of either subsection (2) or subsection (3) below, or both.]⁶

[(2) Candidates shall satisfy the requirements of this subsection if they are justices of the peace.

(3) Candidates shall satisfy the requirements of this subsection if they –

(a) are not the subject of a debt relief restrictions order, an interim debt relief restrictions order, a bankruptcy restrictions order, a bankruptcy restrictions interim order or a debt relief restrictions undertaking, and

(b) have not been convicted in the United Kingdom, the Channel Islands or the Isle of Man, of any imprisonable offence (whether or not sentenced to a term of imprisonment in respect of the offence).

(4) Candidates shall, on the request of the Town Clerk, produce such evidence as is necessary to establish to his satisfaction that the condition stated in subsection (1) is met.

(5) The Town Clerk may disclose for any purposes related to the nomination or election of a candidate for the office of Alderman whether he has seen evidence of the kind to which subsection (4) relates.

(6) The Act of Common Council made on the fifteenth day of April 1714 referred to in subsection (1) shall apply to Aldermen to whom section 3A(1) of an Act of Common Council made on the 14th day of July 1960 (as amended) relates as if they were not already Aldermen.]⁷

Amendment to Procedures for the Election of Aldermen, etc

4. The Act of Common Council made and passed on the fourteenth day of July 1960 and entitled “An Act of Common Council to Repeal the Acts of Common Council made and passed on the 2nd day of December 1920 and the nineteenth day of September 1957 respectively; to amend the Act of Common Council made on the tenth day of October 1663; and to make further and better provision governing the election of Aldermen, Common Councilmen and Ward Beadles of the City of London” as amended by Acts of Common Council made and passed on the ninth day of February 1978 and the seventeenth day of May 1979 shall have effect subject to the following modifications –

(i) In Section 1 (Interpretation) there shall be inserted –

⁶ Substituted by section 2 of the Act of Common Council of 21 April 2022

⁷ Substituted by section 2 of the Act of Common Council of 16 May 2013

[...]⁸

“the Town Clerk” means the Town Clerk of the City of London from time to time.

- (ii) After section 3 (Alderman – Report of death, resignation or disqualification) as substituted by [section 1]⁹ of the Act of Common Council, made and passed on the seventeenth day of May 1979 hereinbefore referred to, there shall be inserted –

“Provision as to Surrender of Office by Aldermen

3A. (1) An Alderman may offer to surrender his Office of Alderman in terms which also specify an intention by him to seek election at the wardmote for which section 4 of this Act provides.

(2) [...]¹⁰

(3) Subsection (2) shall not be taken into account in relation to the operation of sections 4 and 4A of this Act.”

(iii) [...]¹¹

(iv) [...]¹²

[...]¹³

Approval of Persons elected to the Office of Alderman

5. The Court of Lord Mayor and Aldermen is deemed to have approved any person qualified to be elected to the office of Alderman under section 3 and so elected.

Abolition of Fines and Penalties upon Aldermen

6. (1) The provisions of an Act of Common Council made on the seventeenth day of April 1812 and entitled “An Act concerning the Election and Discharge of Aldermen of this City, and to prevent Expenses at such Elections” for an Alderman elected but refusing to take office to be liable to a fine unless he is discharged from the said office owing to insufficiency of estate shall cease to have effect.

(2) Without prejudice to subsection (1), no rule, provision or practice shall be made providing for fines or other penalties upon Aldermen, or for their discharge from the office of Aldermen on account of resources at their disposal.

Regulation of Precedence or Seniority of Aldermen

⁸ Omitted by section 3 of the Act of Common Council of 16 May 2013

⁹ This is what the Act says, although it was actually section 2

¹⁰ Disapplied by section 3(3) of the Act of Common Council of 4 June 2001

¹¹ Disapplied by section 4(2) of the Act of Common Council of 4 June 2001

¹² The provision inserting section 4A into the Act of Common Council of 14 July 1960 was disapplied by section 4(3) of the Act of Common Council of 04 June 2001

¹³ The provision inserting section 4B into the Act of Common Council of 14 July 1960 was repealed by section 7 of the Act of Common Council of 16 May 2013

7. (1) It is hereby declared for the avoidance of doubt that the Court of Lord Mayor and Aldermen or any committee thereof duly authorised by that Court shall have power from time to time and at their discretion to determine the precedence or seniority of Aldermen in relation to each other in the said Court.
- (2) The effect of any exercise of power contained in subsection (1) may be published in the form of lists of Aldermen or otherwise.
- (3) All instruments, documents, customs and practices which relate to the precedence or seniority of Aldermen shall be construed and determined so as to be in accordance with the exercise of the power to which this section relates.

PART III – THE SHRIEVALTY

Amendment to Provisions relating to the Nomination and Election of Sheriffs

8. Without prejudice to the generality of section 7, an Act of Common Council made and passed on the twenty-first day of January 1932 entitled “An Act of Common Council to consolidate and amend the Law relating to the Nomination and Election of Sheriffs of the City of London” shall have effect subject to the following modifications--
 - (i) Section 7 is repealed;
 - (ii) In section 10, for the word “two”, the word “fifteen” shall be inserted;
 - (iii) In section 12, the words “an Alderman or” shall be omitted; and,
 - (iv) In section 13, the words “The Alderman or Aldermen of this City in nomination in accordance with the provisions of Clause 7 hereof, and if more than one, according to their seniority in the said Court of Lord Mayor and Aldermen” shall be omitted.

PART IV – COMMON COUNCILMEN

Common Councilmen – Vacancies and Numbers

- [9. (1) ...
 - (2) This section shall apply to all Wards and Sides of Wards of the City and the Common Councilmen for those Wards and Sides of Wards except for the Ward of Farringdon Without and the Common Councilmen for that Ward and Sides thereof.
 - (3) Where, apart from the provisions of this subsection, a vacancy would arise by reason of the death, resignation or disqualification of a Common Councilman for a Ward or Side of a Ward, either:-
 - (i) during his period of office, or
 - (ii) at any time after his election as a Common Councilman but before the Declaration is subscribed by him,

there shall be deemed not to be a vacancy for a Common Councilman for that Ward or Side and with effect from the next annual election for Common Councilmen in that Ward or Side the number of Common Councilmen representing the said Ward or Side shall (subject to the provisions of subsection (6) below as respects the Ward of Bishopsgate) be reduced by one.

- (4) In this subsection “the Declaration” means the declaration of a person elected to the office of Common Councilman as required by the Promissory Oaths Act 1868 or any declaration substituted therefor from time to time, and for the purpose of this section only a person who has been elected as Common Councilman but has not subscribed the Declaration shall be deemed to be a Common Councilman.
- (5) When a Common Councilman for a Ward or Side does not appear as a candidate for re-election in relation to that Ward or Side at a time when it is not possible under the procedures from time to time applicable to Ward elections, to reduce the number of Common Councilmen in accordance with this section, that reduction shall be effected at the next subsequent annual Ward election.
- (6) In relation to the Ward of Bishopsgate, subsections (3) and (5) of this section shall have effect in relation to a Ward election so as to reduce the number of Common Councilmen representing that Ward by two (once on two successive occasions when either of those subsections has effect) and when such reduction has taken effect neither subsection shall thereafter apply to that Ward or the Common Councilmen representing it.
- (7) Subject to subsection (6) of this section, subsections (3) and (5) shall have effect in relation to a Ward election so as to reduce the number of Common Councilmen representing a Ward or Side by one, and when such reduction has taken effect in relation to a Ward or Side neither subsection shall thereafter apply to that Ward or Side or the Common Councilmen representing it.]¹⁴

¹⁴ Substituted by section 5 of the Act of Common Council of 4 June 2001

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Report – Policy and Resources Committee

Revision of Standing Orders

To be presented on Thursday, 27th April 2023

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

SUMMARY

In December 2021, the Court of Common Council determined new governance arrangements, arising from a comprehensive Governance Review undertaken by Robert Rodgers, The Lord Lisvane, and following extensive Member consultation as to the implementation of his various recommendations. Arising from the changes approved, a series of consequential amendments to Standing Orders were required, so as to give effect to the decisions made by the Court.

These were partially approved in March 2022, but there were some less time-critical (i.e., changes are not required immediately to give effect to the implementation of the new post-Governance Review arrangements), that were agreed in principle but were subject to drafting and final approval. These amendments (which already received in-principle agreement by the Honourable Court) have since been drafted and reviewed by your Policy & Resources Committee, who recommend the changes to you this day. A summary of these provided within Table A, below. The detail of these changes can be found in the fully marked-up version of the Standing Orders available at Appendix 1.

Further to the changes already considered by the Honourable Court (captured in summary table A), suggested amendments have been recommended by your Policy & Resources Committee in response to feedback received as part of the 'Light Touch Governance Review' (LTGR). These are also summarised in within Table B and are detailed within the marked-up version of the Standing Orders (Appendix 1). Table B also captures any changes that have arisen via recommendation from other Committees as part of the regular Annual Review of Terms of Reference.

These reviews have also provided an opportunity for a further housekeeping exercise to improve the presentational arrangements of the document and to correct some typographic errors from previous iterations.

RECOMMENDATION

That Members:

1. consider and approve the proposed amendments to Standing Orders summarised in Table A and as set out in detail within Appendix 1.
2. consider and approve the proposed amendments to Standing Orders summarised in Table B and as set out in detail within Appendix 1.

3. authorise the Town Clerk to make any such changes as are required following the Court's consideration, so as to facilitate their implementation.

MAIN REPORT

Background

1. In September 2019, the Policy and Resources Committee proposed the undertaking of a comprehensive Governance Review of the City Corporation. Robert Rodgers, The Lord Lisvane, was appointed to conduct 'the Review'. The Committee received the Review in September 2020 and determined that the many proposals should be studied in a structured way in the coming period. To that end, a series of informal Member engagement sessions were arranged to afford all Members opportunities to express their views on the various aspects of the Review.
2. Members considered the Review in sections, which culminated in the considering the wider committee structure and general principles for the operation of processes in December 2021.
3. In March 2022, a series of changes were presented to the Court for consideration. These changes were placed into three categories. The first was items relating to typographical errors, clarification of existing practice, previously agreed Governance Review recommendations, and Bridge House Estates Governance Arrangements. These were approved and are contained within the current Standing Orders.
4. The second featured a number of areas which were raised through debate over the period and which require wider consideration; for instance, whether Members would wish to pursue changes to items such as the procedures concerning the conduct of debate at Court meetings. The Court approved these changes in-principle and instructed the Town Clerk to draft the wording for the Court's approval in a future meeting. These changes have since been presented to your Policy & Resources Committee and are recommended to you this day, summarised in Table A.
5. As the final aspects of the Governance Review were implemented, Members commissioned the LTGR to provide an opportunity to address any significant concerns arising out of the various new structures and processes. Officers were tasked to bring back recommendations in areas that Members feel are clearly not working, where improvements could be made quickly, or where immediate intervention is required. During this exercise, a number of suggestions were made by individuals and Committees, that would require changes to Standing Orders. These are captured within Table B.
6. Also found within Table B, are any and all recommendations arising directly from other Committees as part of their Annual Review of their Terms of Reference.

7. Subject to approval, the Standing Orders will be updated for implementation in the new Civic Year. Authority is, therefore, also sought for the Town Clerk to make any such changes as may be required to give effect to the decisions taken by the Court this day.
8. In due course, further adjustments are likely to be required as a consequence of related reviews concerning certain the Officer Scheme of Delegations and it is considered that this will also provide a helpful opportunity to make any necessary adjustments in response to decisions taken this day.
9. Moving forwards, as the Governance Review draws to an end, Standing Orders shall continue to be the subject (together with the Scheme of Delegations) of more regular, annual review, as it is important for the Corporation to take a more agile and responsive approach to its governance arrangements (as opposed to waiting for larger, set-piece periodic reviews).

Summary of Changes

10. While the consequential amendments referred to are marked in the appended Standing Orders document (Appendix 1), for ease of reference and comprehension the tables within the report provide a list summarising all changes made. This list also provides the accompanying rationale for any change.
11. As Members will note, some changes simply give effect to the decisions already taken by the Court. Members are asked to endorse the changes made as giving effect to the Court's previous decisions.
12. In addition, there are a number of areas which were raised through debate over the past year and which require specific, wider consideration; for instance, whether Members would wish to pursue changes to items such as the procedures concerning the conduct of debate at Court meetings.
13. Your Policy & Resources Committee has given consideration to these items and, where it believes that changes would be sensible and in the interests of the running of the Court, has made various proposals. The views of your Policy & Resources Committee, and their recommendations thereon, are set out in Table B below and are also captured within Appendix 1.
14. The Court's determinations are sought in respect of the various items, together with such authority to the Town Clerk as may be required to allow for the Court's decisions to be reflected in the final Standing Orders document.

TABLE A: Amendments agreed in principle by the Court of Common Council in March 2022

2 (Suspension of SOs)	Your Policy & Resources Committee was minded that a higher threshold than a simple majority should be required to suspend specific Standing Orders, and proposes that an amendment be made to require a two-thirds majority of those present and voting.
9(4)(b) (Referral of Reports – urgency referrals)	Members have expressed disquiet at the late circulation of information prior to meetings, particularly where there is insufficient time to digest documents. Your Policy & Resources Committee, therefore, proposes a modest amendment to bring the deadline for urgent referrals forward to 12noon the day before the Court (i.e., 24 hours earlier). This is in view of the fact that the current deadline of 12noon on the day of Court itself would render it impractical for the report to be circulated and read by Members in advance of considering the item.
10(5) (Ballots – Term Allocation)	Your Policy & Resources Committee proposes an amendment so that, in circumstances where varying terms are being allocated on the basis of seniority / votes received, discretion should be provided to allow for the allocations to be re-arranged if all successful candidates are in agreement. It was noted that this could be beneficial in situations where someone anticipating standing down from the Court in the next year or two would otherwise be awarded the longer term.
11(3) (Motions – time limits)	<p>The Policy & Resources Committee noted that the Mover of a Motion is currently afforded 10 minutes to open and another 10 to close debate, which they reflected felt somewhat excessive, particularly given the overall time allocation for Motions is 60 minutes.</p> <p>Therefore, a reduction is proposed to a maximum of 7 minutes each to open and close would provide greater opportunity for wider debate by the Court whilst still representing a sufficiently lengthy period for the Mover to make their points.</p>

11(4) (Motions - Amendments)	<p>Your Policy & Resources Committee recommended that a subsection should be inserted to provide for detail of any amendments intended to be moved. This would be intended to allow for wording to be made available and inform debate (other than those which are consequential upon matters arising from the debate and so flow naturally from it / could not have been pre-empted).</p> <p>In the event that Amendments are proposed within the meeting (arising from debate), there should be a pause to allow for these to be handed to the Town Clerk in writing, so that they can be read out and / or shown on a screen (or otherwise made clear), in order to provide absolute clarity to both Members and the public what is being debated and voted on.</p>
11(11) (Adjournment)	<p>Your Policy & Resources Committee considered that it would be prudent to include provision for the Lord Mayor to adjourn the Court immediately, for a specified period, so as to avoid unnecessary delay (for instance, where the Fire Alarm is sounded and a swift evacuation is necessary, such as in March 2016).</p>
12(4) (Motions – urgency)	<p>As with urgent referrals, your Policy & Resources Committee considers that an earlier deadline would be beneficial in ensuring that there is time for the Lord Mayor to consider properly the grounds for urgency and the Motion’s validity, as well as to ensure the Motion can be circulated and made known to Members and the public in advance of the meeting.</p> <p>It is, therefore, proposed to bringing the deadline forward to 9.00am on the day of Court (i.e., three hours earlier than the current 12noon), which would provide a short additional window within which to facilitate this greater transparency of process.</p>
12(5) (Motions – withdrawal)	<p>Lord Lisvane proposed that the ability of the Mover and Seconder to withdraw a Motion should be removed without the consent of the Court. Another suggestion that arose through the Governance Review process was that Standing Order should be amended to reflect that the Mover and Seconder have the ability to make amendments to the Motion at the outset, with the Court’s consent.</p> <p>Your Policy & Resources Committee endorsed both these proposals and recommended them accordingly.</p>

12(6) (Motions – expiring time)	<p>At present, the wording of this Standing Order means that a warning that the time limit for the consideration of Motions is being neared is only provided when moving to another Motion.</p> <p>In practice, Members have found it helpful to be informed of remaining time limits as a matter of course and so your Policy & Resources Committee recommended altering the Standing Order such that notice is provided of remaining time automatically, as this would be beneficial in helping to manage debate.</p>
13(5) (Questions – number)	<p>Lord Lisvane suggested that the current facility for a Member to submit up to three questions is unduly generous and should be reduced to one per Member (down from the current three).</p> <p>Your Policy & Resources Committee felt that a reduction to two per Member would be reasonable, but that there should be greater opportunity to ask supplementary questions. Therefore, it is proposed to change the number of questions a Member may submit from three down to two, whilst also increasing the number of Members who may ask supplementaries under each question from three up to four.</p>
13(11) (Questions – Policy Statement)	<p>Your Policy & Resources Committee proposes that this sub-section to sit under SO6 instead, as it relates to a separate item to the formal “Questions” item to which the rest of Standing Order 13 refers, and so has the potential to cause confusion.</p>
13 (Questions – Written submissions)	<p>Lord Lisvane proposed the requirement for the wording of questions to be circulated, so as to avoid lengthy preambles or a situation where the question asked on the day varies from the original posed. He also proposed changes in respect of the facilitation of written questions and responses in between meetings.</p> <p>Your Policy & Resources Committee endorsed these proposals and recommended them to the Court with the addition of a 250 word limit.</p>
18(6)(b) (Chief Commoner – Civic Affairs Sub-Committee)	<p>In view of the changes made in respect of committees considering hospitality and Members’ privileges, your Committee sees no cause to continue with the practice of barring the Chief Commoner from chairing sub-committees. Instead, it is felt that the chief should be eligible and that it be up to individual committees and sub-committees to determine in the usual way. The amendment of (c) is, therefore, proposed.</p>

18 (Chief Commoner – casual vacancy)	Your Policy & Resources Committee proposes that a new sub-section should be added, to reflect arrangements for any vacancy which might arise (for instance, through a resignation from the Court or death in service). In such circumstances, it has been the convention that the Immediate Past Chief steps into the role for the interim period, until such time as a new Chief Commoner (or Chief Commoner designate) is elected by the Court. With the Court’s support, this will be incorporated moving forwards.
20 (Petitions)	<p>Your Policy & Resources Committee has observed that current wording is unhelpfully ambiguous and would benefit from a summary of the process being set out (i.e., that petitions are referred by the Court on to the relevant Committee(s) for further consideration). This is recommended, accordingly.</p> <p>As a longer-term consideration, your Committee was invited to consider whether a process for electronic petitions, with a considered threshold to require a debate, might be explored (similar to what is in place for the House of Commons), so as to facilitate greater public engagement.</p>
25(2) (Vacancies – Process)	<p>Your Policy & Resources Committee was minded that changes to formalise the process of notification and appointment would be beneficial, to provide clarity around process as well as to facilitate the Court’s recommendations around “making best use of talent” agreed in December 2021.</p> <p>If the Court is supportive, it is proposed that an amendment be inserted to regularise the time periods for notice and nominations.</p>
26 (Terms of Reference)	Lord Lisvane identified this Standing Order as unnecessary / superfluous and recommended its removal. Your Policy & Resources Committee endorsed this view. Subject to the Court’s consent it will, therefore, be deleted.
28 (Joint Committees)	<p>As identified by Lord Lisvane, the current SO is confused and refers to Joint Meetings of Committees rather than Joint Committees in the more generally understood local authority sense.</p> <p>As suggested by Lord Lisvane, given the intent of the SO is almost certainly to refer to Joint Meetings (as are used from time-to-time at the Corporation), it is proposed by your Policy & Resources Committee that this be re-worded to reflect an accurate position.</p>

29(1)(e) (Chairs – meeting cancellation / rescheduling)	<p>Throughout the Governance Review process, several Members reflected on the need to move away from cancelling or changing the date or time of scheduled meetings due to changes to the Chair's availability, citing the role of the Deputy Chair in filling in on such occasions.</p> <p>Your Committee supports the addition of some advisory wording to help emphasise this point.</p>
31(7) (Ward Reception Committees)	<p>The Policy & Resources Committee proposes a minor adjustment should be made to the current Standing Order (which prohibits an individual from chairing more than one Ward Reception Committee), to provide for the possibility for an exception where there is a specific reason - for instance, a Member with exceedingly close connections with the country or Head of State in question. This should be reserved for the Ward Reception Committee itself to determine democratically.</p>
35(3) (Attendance)	<p>Your Policy & Resources Committee noted the particular sensitivities associated with the discussion of certain confidential items, such as those where a committee is considering staffing matters relating to named or identifiable members of staff, or where information has been provided in confidence by the Royal Household or His Majesty's Government.</p> <p>Your Committee recommended that attendance by non-members of relevant committees during the consideration of such items should be at the Chair's discretion, consistent with the principles in respect of access to information set out at Standing Order 45.</p> <p>Clarification should also be provided in respect of inability to attend the private deliberations of Licensing Sub-Committees when they are coming to their determinations.</p>

38 (Decisions)	<p>Lord Lisvane proposed providing the option for Members to call for a recorded vote on decision items in Committee meetings (akin to a Division at the Court).</p> <p>Your Policy & Resources Committee supports this proposal, with it recommended that provision should be made within Standing Orders and the “division” to be subject to the support of 20% of Committee Members present.</p>
42 (Conferences)	<p>Your Policy & Resources Committee noted that this reference is somewhat outdated and the requirements are all captured within the Business Travel Scheme and Financial Regulations, so the existing entry is superfluous.</p> <p>It is, therefore, recommended that this entry be revised to simply refer to the relevant documents.</p>

TABLE B: Amendments proposed in response to the Light Touch Governance Review and Annual Review of Terms of Reference

<p>22(2) (Committee Limit)</p>	<p>Due to the nature of the following committees (which provide an explicit scrutiny function), it is suggested that they are exempt from the Committee Limit which dictates that Members cannot serve on more than six grand committees:</p> <ul style="list-style-type: none"> Crime and Disorder Scrutiny Committee Health and Social Care Scrutiny Committee Local Government Pensions Board Fraud and Cyber Crime Reporting and Analysis Service Procurement Committee <p>This will hopefully also begin to address issues of long standing vacancies, particularly on HSCSC.</p> <p>In addition, the FCCRASP Committee has been added on the basis that it is comprised of other Committee Chairmen and it would unfairly impact their ability to stand for other committees.</p> <p>Furthermore, the Open Spaces and City Gardens Committee has petitioned to have its name changed to the Natural Environment Board. This amendment is proposed in anticipation of the revised Terms of Reference being approved under the separate item on the agenda.</p>
<p>27(2-3) (Sub-Committees)</p>	<p>Changes under SO27 have been brought forward on the basis that Members requested a greater consistency of approach across all Sub-Committees.</p> <p>(2) This includes a consistent approach for the appointment of Chair and Deputy Chair of the Sub. It is proposed that these roles, by default, fall to the Chairman and Deputy Chairman of the appointing Committee, or their nominee(s), subject to wider support of the Committee. This is, in practice, a procedure already largely exercised across committees.</p> <p>(3) It is also proposed that Committees be dissuaded from increasing the size of a sub-committee, purely to avoid a ballot. This recommendation is made on the basis that a number of sub-committees have a delicate balance of representation from various committees and that changing numbers at short notice without wider consultation is not in the best interest of the Sub-Committee.</p>

29(2 and 3) (Chairmen)	<p>As part of the separate report on the Annual Review of the Terms of reference. The Barbican Centre Board and Bridge House Estates Board has requested that the limit for the length of service as Chair be increased from three to four years.</p> <p>Furthermore, the Open Spaces and City Gardens Committee has petitioned to have its name changed to the Natural Environment Board.</p>
34(5) (Summons)	<p>At the December 2021 Meeting of the Court, and subsequently as part of the LTGR, there is a desire to reduce, where possible, the number of committees any given report must go to. A hard limit on the number of Committees which might consider any single item of business has therefore been proposed.</p> <p>It is, therefore, recommended that – other than in exceptional circumstances – all reports be subject to approval by a maximum of one ‘corporate’ committee, one ‘service’ or ‘institutional’ committee, and one relevant subcommittee (together with the Court of Common Council if the matter is of significance enough to breach the thresholds specified by Standing Orders).</p> <p>As agreed in principle by the Court at its meeting in December 2021, the most appropriate committee in each instance shall be identified by the Town Clerk and the Chairs of the relevant committees notified to provide an opportunity for any objection and reappraisal, in which case the final judgment of the Lord Mayor and Chief Commoner shall be sought.</p> <p>The relevant report shall then be circulated to those affected committees where opinion is sought, with a period provided for responses. These will then be collated and submitted to the decision-making committees, to inform their ultimate deliberations. The Chairs of those committees would also invited to attend the decision-making meeting(s) to represent their committee’s views. This will both require and foster greater discipline in the planning and preparation of cross-cutting reports, which provides a further benefit in raising corporate awareness of emerging strategies and initiatives.</p> <p>The provisions of Standing Order No.9(4) will also remain as a safeguard, thereby providing an opportunity for Members to bring the relevant item before the Court for consideration, should it be felt that the process is insufficient on any occasion.</p>

27(4) (Sub-Committees)	<p>Allowing Committees to appoint to sub-committees for terms greater than a year, allows for a greater consistency of Member representation where higher turnover is perhaps not in the best interests of the City Corporation. Furthermore, the annual appointment process can actually result in a sub-committee not having its full compliment of Members until three to four months into each Civic Year. Discretion remains with the appointing Committee to determine whether a multi-year term is appropriate, or indeed if they wish to stagger these appointments.</p>
29(3) (Chairmen)	<p>The Fraud and Cyber Crime Reporting and Analysis Procurement Committee, and the Crime and Disorder Scrutiny Committee, have been proposed as additional exceptions to this Standing Order, which dictates the ineligibility to seek election as Chair/Chairman of another Ward or Non-Ward Committee.</p> <p>Both of these have been proposed on the basis that their composition is comprised of Chairs and Deputy Chairs of other committees, making it impracticable to enforce this role as almost all Members would be ineligible to stand.</p>

15. Corporate & Strategic Implications

- **Strategic implications** – These changes will facilitate efficiencies in the delivery of the City of London Corporation Strategy.
- **Financial and Resource implications** – the move towards more efficient and clearer processes will inevitably lead towards reduced costs of bureaucracy and resolving any confusion. For instance, expedited processes will lead to a reduction in costs associated with delays to approvals; a lesser volume of time spent by officers in producing reports for low-level items and presenting them to multiple committees will also release capacity within the workforce.
- **Legal implications** – the changes proposed in this report, if agreed by the Court of Common Council, will legally change internal organisational administrative procedures and regulate the conduct of meetings at the City of London Corporation.
- **Risk implications** – As with any process of significant change, there are risks associated with implementation and unforeseen challenges as the new system embeds. Whilst a new system was brought into effect last year, significant organisational turnover across departments, including the Town Clerk’s department, inhibited the ability to communicate and embed organisational understanding of some of these changes. This risk is mitigated with the agreed approach that matters be staggered and brought to Members on a priority basis, so that communications and training piece can assist with Corporation-wide implementation.
- **Equalities implications** – Under the Equality Act 2010, all public bodies have a duty to ensure that when exercising their functions they have due regard to the need to advance equality of opportunity between people who share a protected characteristic and to take steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people and encourage people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low. The proposals contained in this report do not have any potential negative impact on a particular group of people based on their protected characteristics.
- **Climate implications** - The proposals included in this paper do not carry any significant implications for the Climate Action programme.
- **Security implications** – None

Conclusion

16. It is recommended that the Court endorses the various amendments as summarised in Table A and B of this report, and as set out in detail within Appendix 1, in order that the remaining Governance Review recommendations, and subsequent LTGR recommendations, can be progressed and delivered. The Court is also asked to instruct the Town Clerk to make such change as required to give effect to their implementation.

Appendices

Appendix 1 – Revised Standing Orders with Tracked Changes

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

DATED this 23rd day of March 2023.

SIGNED on behalf of the Committee.

Deputy Christopher Michael Hayward
Chairman, Policy and Resources Committee

Standing Orders of the Court of Common Council

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PART 1 – Introduction

1. Application and Interpretation

1. Unless otherwise specified, these Standing Orders shall govern the proceedings of:-
 - (a) the Court of Common Council;
 - (b) Committees and Sub-Committees
2. The person presiding at a meeting of the Court of Common Council (the Lord Mayor) or of a Committee or Sub-Committee (the Chair/Chairman) is the final authority as to the interpretation of Standing Orders.
3. For the purposes of these Standing Orders:-
 - (a) the term “Lord Mayor”, in the absence of the Lord Mayor, applies to the Locum Tenens;
 - (b) the term “Chair” or “Chairman”, in the absence of the elected Chair/Chairman, applies to the person taking the Chair of a Committee, Sub-Committee or Working Party meeting;
 - (c) the term “Member” refers to an elected Member of the Court of Common Council (including Aldermen);
 - (d) references to Committees include Sub-Committees;
 - (e) where there are references to “the Town Clerk”, the Deputy or Assistant Town Clerks or other properly appointed Officer shall be authorised to act in the absence of the Town Clerk or where there is a vacancy in the office of Town Clerk.

2. Suspension

1. The Court shall have the power to suspend, alter or abrogate Standing Orders by resolution carried by a two thirds majority of the Members present and voting.
2. No Committee or Officer may suspend, alter or abrogate a Standing Order unless given authority by the Court to do so.

3. Amendment

1. Any proposal to amend these Standing Orders shall be considered by the Policy & Resources Committee whose recommendations shall be reported to the Court

for approval. Thereafter, the Town Clerk is authorised to make the necessary amendments.

2. The Town Clerk is authorised, after consultation with the Chamberlain,
 - (a) to adjust the financial limits specified in these Standing Orders in line with changes in the value of money, and must do so on an annual basis;
 - (b) to make any consequential amendments to the relevant Standing Orders and report such amendments to the Policy & Resources Committee.

PART 2 – Court of Common Council Meetings

4. Access to Meetings

All meetings are open to the public unless:-

- (a) confidential information as defined in Section 100A(3) of the Local Government Act 1972 is to be discussed; or,
- (b) a resolution has been passed to exclude the public as there is likely to be disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972;

In respect of non-local authority and non-police authority functions this Standing Order is not applied unless the Court of Common Council determines otherwise.

5. Notice of Meetings

Public notice of the time and place of meetings of the Court of Common Council shall be posted in an appropriate place at least five working days before the meeting, or if a meeting is convened at shorter notice, then at the time it is convened.

6. Summons

1. The Town Clerk will issue a Summons, on behalf of the Lord Mayor, for each meeting stating the time at which the Court will meet and the time at which, or after which, any ballots will be conducted.
2. Except in cases of urgency or where circumstances make it impracticable, the Summons and accompanying papers will be sent to Members five clear working days in advance of the meeting.
3. The Town Clerk has discretion, having regard to the convenience of the Court, to settle the order in which items of business appear on the Summons and, if

necessary, during a meeting with the consent of the Lord Mayor and the agreement of the Court to amend the published order of business.

4. When an Address, Memorial, Petition or Remonstrance to the Throne, or to any Member of the Royal Family, is to be considered, on the advice of the Policy & Resources Committee when appropriate, the item shall be taken immediately after the opening of the Court, following the confirmation of the Minutes and the introduction of any new Members, unless the matter is to be considered with the public excluded when it shall be considered at an appropriate time. No such Address, Memorial, Petition or Remonstrance shall be reconsidered or altered after having been agreed to by the Court.
5. On the occasion of the Lord Mayor taking his seat for the first time, an instruction to Members to wear their gowns will be included in the Summons.
6. The Chair/Chairman of the Policy & Resources Committee shall be given the opportunity to provide the Court with a brief statement at each meeting concerning the key policy and strategic issues affecting the City and the work of the City of London Corporation. A maximum of three Members may ask one question in direct response to the Chair/Chairman's statement.

7. Quorum

1. The quorum for meetings of the Court is 40 Members, one of whom must be the Lord Mayor and two of whom must be Aldermen.
2. If a quorum is not established within five minutes of the time stated on the Summons, those present may depart.
3. If, during a meeting of the Court, it is the opinion of the Lord Mayor that a quorum has ceased to exist, business will be suspended whilst the number of Members present is counted and the result announced.
 - (a) If a quorum exists the business will proceed.
 - (b) If a quorum does not exist, the meeting will be dissolved and all remaining business will be adjourned to the next meeting.

8. Attendance

1. The names of Members attending the Court shall be recorded as they enter the Court and printed in the Minutes of the meeting.
2. A Member attending the Court for the first time shall:
 - (a) before taking their seat, be called formally into the Court by the Town Clerk and introduced to the Lord Mayor by the Deputy or another Member of their Ward;
 - (b) be clothed in a mazarine gown by the Remembrancer's representative and conducted to their seat.

9. Reports

1. When submitting any proposal to the Court, Committees have discretion to circulate a printed report to every Member of the Court as part of the agenda for the meeting at which it is to be considered.
2. A Sub-Committee or Working Party is not entitled to submit a report to the Court unless it has Terms of Reference approved by the Court which confer the requisite authority on it to do so.
3. A minority of either a Committee or Sub-Committee is not entitled to submit a report to the Court.
4.
 - (a) A report or decision of a Committee or Sub-Committee may be referred to the Court providing that notice of the referral by not less than 20 Members of the Court is submitted to the Town Clerk by no later than 12 noon, nine working days before the meeting of the Court for inclusion in the Summons.
 - (b) A Member seeking to submit a referral on grounds of urgency, notice of which has not been included in the Summons, must inform the Town Clerk of the terms of that referral not less than ~~60 minutes~~ 12noon the day before the ~~time scheduled for the start of~~ the Court so that the Lord Mayor may rule on the need for urgency.
 - (c) No action shall be taken to implement any decision pertaining to the subject of the referral until such time as the Court shall have considered the matter, subject to the proviso that such referral would not preclude a decision being taken and/or implemented that in the opinion of the Town Clerk was necessary for legal reasons or for the efficient conduct of the City Corporation's business.

10. Ballots

1. Ballots will be held when:-
 - (a) there is more than one Member seeking appointment to a vacancy on a Committee or to represent the City of London Corporation on an outside body. Members may nominate themselves. Members nominated by others shall be advised by the Town Clerk and requested to confirm or not such nomination. If no response is received, such Member(s) will be considered to be in nomination.
 - (b) a recommendation is made to appoint an Officer whose appointment is in the gift of the Court;
2. Before the votes on a matter to be decided by ballot are counted, the Lord Mayor will nominate two Scrutineers who will supervise the counting of votes.

3. For the purpose of casting their votes, Members must be present in Court when a ballot is called.
4. When one vacancy has to be filled and there are more than two candidates, voters shall mark numbers against candidates' names on ballot papers in order of preference.
 - (a) Upon the absence of any candidate achieving 50% of first preference votes, the candidate with the fewest first preference votes will be eliminated and their votes reallocated according to their second preference therein.
 - (b) Procedure in 10.4(a) is repeated until one candidate has obtained 50% of the votes cast.
 - (c) Without prejudice to the foregoing 10.4(a) and (b), the successful candidate will be the first candidate to obtain 50% of the votes cast in the ballot.
5. When two or more vacancies have to be filled, the candidates with the highest number of votes shall be declared to be elected. Where the available terms are of differing lengths, the longest term shall be awarded to the candidate with the highest number of votes, the next longest term to the candidate with the second highest number of votes, and so on. In the event of an equality of votes, terms shall be allocated according to seniority (the longer term to the more senior Member). Practice can diverge from this only in the event that all parties are in agreement.

11. Conduct of Debate

1. Members must stand in their places (if able to do so) to indicate clearly their wish to speak and if two or more Members rise, the Lord Mayor may select one of them to speak, in which case all other Members must be seated.
2. No Member may speak more than twice on the same question other than the Chair/Chairman of the Policy & Resources Committee (or, in their absence, the Deputy Chair/Chairman) to provide a clarification of policy if such be required.
3. The Mover of a Motion may not speak for longer than ~~ten~~ seven minutes, plus a further ~~ten~~ seven minutes in reply to the debate, and any subsequent speaker must not speak for more than five minutes on the first occasion and two minutes on the second occasion except with the consent of the Court (such times to include the putting of the Motion or Amendment).
4. Any Amendment so moved shall relate to the subject matter of the Motion and shall not have the effect of negating the Motion. Upon the amendment being moved, there shall be a pause of no more than five minutes to allow for these amendments to be handed to the Town Clerk in writing, to provide absolute clarity on what is being debated and voted on.
5. Should the Mover of an Amendment to a Motion choose to speak for a second time on the Amendment, they shall be the penultimate speaker (the Mover of the original Motion being the final speaker on the Amendment). In such circumstances, the

Mover of the Amendment must not speak for more than five minutes and the Mover of the original Motion must not speak for more than ten minutes.

6. Every Member must confine their speech strictly to the Motion or Amendment under discussion or to a point of order or explanation, and must not be repetitious. The ruling of the Lord Mayor on issues of relevance or repetition is final.
7. At any time, a Member may raise a point of order or make a personal explanation necessitated by the statement of another Member. Any Member speaking at the time must give way when a point of order or personal explanation is made. The ruling of the Lord Mayor on a point of order or the admissibility of a personal explanation is final.
8. Discussion will not be allowed on:-
 - (a) a Motion to extend the time allowed for the:-
 - i) length of the meeting of the Court;
 - ii) length of time allowed for consideration of Motions;
 - (b) the Mover and Seconder of a Motion or Amendment seeking permission to withdraw or amend that Motion or Amendment;
 - (c) a Motion to adjourn a debate in progress.
9. At any time other than when a Motion in the name of a committee is under discussion, a Member who has not spoken on the original Motion may move *‘That the Court proceed to the next item of business’*. If this is seconded, the Motion to proceed to the next item of business shall be put forthwith and without debate unless the Lord Mayor is of the opinion that the Motion is premature or is in any sense an abuse of the rules of the Court. If the Motion is carried, the item of business which was before the Court when the Motion was moved shall not be re-introduced during the same meeting without the consent of the Court.
10. If a Member stands (if able) or otherwise indicates, either while another Member is addressing the Court or, if there is a Motion before the Court, at the conclusion of a speech and moves *‘That the question be now put’*, and this is seconded and carried, that question shall be put forthwith and without debate unless the Lord Mayor is of the opinion that the Motion is premature or in any sense is an abuse of the rules of the Court. In no case shall the Mover be precluded from a right to reply should they elect to exercise it.
11. A debate may take place upon a Motion for adjournment of the Court, but will be confined to that subject except for instances when the adjournment has been called for emergency purposes (e.g. building evacuation). In these instances, the Lord Mayor will be permitted to adjourn the Court immediately, without opportunity for debate.

No Member shall make derogatory personal references or use offensive expressions or improper language to any other Member of the Court or Officers.

12. Motions

1. All Motions must relate to matters that are within the powers or duties of the City of London Corporation.
2. All Notices of Motion (other than procedural, those relating to changes of membership of Committees and those to which Standing Order Number 12 (7) applies) must be signed by no fewer than ten Members and be submitted to the Town Clerk by no later than 12 noon, nine working days before the meeting of the Court for inclusion in the Summons.
3. Notices of Motions set out in the Summons shall include the names of the signatories thereto.
4. A Member seeking to move a Motion (other than procedural, those relating to changes of membership of Committees and those to which Standing Order Number 12 (7) applies) on grounds of urgency, notice of which has not been included in the Summons, must inform the Town Clerk, in writing, of the terms of that Motion not less than 9.00am on the day of ~~60 minutes before the time scheduled for the start of the~~ Court so that the Lord Mayor may rule on the need for urgency.
5. The Mover may, with the consent of the Seconder, at any time, withdraw a Motion of which they have given notice, at which time discussion of that Motion shall cease.
6. A time limit of not more than 60 minutes will be allowed for the discussion of Motions put forward by Members. ~~After 45 minutes, w~~When a Mover rises to move a Motion at the commencement of a debate they shall be advised of the remaining time allotted for motions and asked whether they wish to proceed or to have the debate adjourned and carried over to the next meeting. Any Motion so adjourned will be placed first under the item for Motions included on the Summons for the next meeting after any procedural Motions and preceding any Motions not reached within the allotted time.
7.
 - (a) No Motion to rescind or amend any resolution passed within the preceding six months, and no Motion or Amendment to the same effect as one that has been rejected in the preceding six months, or any Motion or Amendment that has been passed over by virtue of Standing Order Number 11 (9), can be proposed unless notice thereof appears on the Summons and bears the names of at least 40 Members.
 - (b) Once a Motion proposed under Standing Order Number 12 (7)(a) has been dealt with by the Court, it shall not be open to any Member to propose a similar Motion or Amendment within a further period of six months.
 - (c) However, the provisions of Standing Orders 7(a) and 7(b) will not apply to Motions or Amendments appearing on the Summons in pursuance of a recommendation of a Committee nor to resolutions made under the urgency procedures in Standing Order Number 19.

13. Questions

1. A Member may ask the Chair/Chairman of a Committee any question:-
 - (a) on an item of the Committee's business that is included in the Summons;
 - (b) on a matter that is not included in the Summons but in relation to which the Court has powers or duties and which affects the City or the City of London Corporation provided that, except in cases of urgency, notice of the question has been given to the Town Clerk in writing not later than 12 noon, two working days before the meeting.
 - (c) That is no more than 250 words in length.
2. A Member seeking to ask a question without due notice as a matter of urgency must inform the Town Clerk in writing of the terms of the question not less than 60 minutes before the time scheduled for the start of the meeting so that the Lord Mayor may rule on the need for urgency.
3. Every question shall be put and answered without discussion, although Chair/Chairmen may decline to answer. Questions are to be circulated, in writing, to all Members upon arrival at the Court meeting. Questions will normally only be answered if the Member giving notice is present to put their question in person. In exceptional circumstances, the Lord Mayor may direct that the Town Clerk puts the question on behalf of a Member who is unavoidably absent and where they consider it would be in the interests of the Corporation that the Court hear the Chair/Chairman's answer.
4. A Chair/Chairman (including the Chairs/Chairmen of any sub-committees which are empowered to report directly to the Court may not speak for longer than five minutes in response to any question or supplementary question except with the consent of the Court.
5. A Member may ask no more than ~~three~~ two questions (excluding supplementaries) at any meeting of the Court.
6. A Member asking a question may ask one supplementary question, and four ~~three~~ other Members may each ask two supplementary questions provided that the supplementary questions arise naturally out of the original question and the answer to it.
7. Any questions that the Town Clerk considers do not relate to matters in which the Court has powers or duties and which do not affect the City or the City of London Corporation will not be allowed.
8. The Town Clerk will, with the consent of the questioner, re-direct a question if they consider it to have been addressed to the Chair/Chairman of an inappropriate Committee.
9. A time limit of not more than 40 minutes will be allowed for the putting and

answering of questions, including supplementary questions, and it shall not be in order to move for an extension of that time.

10. Questions not dealt with owing to the expiration of the 40 minutes time limit shall be deferred for consideration at the following meeting and shall be put in advance of other questions, or may, with the consent of the questioner, be answered in writing within two working days, a copy of the answer being placed in the Members' Reading Room.

~~11. The Chair/Chairman of the Policy & Resources Committee shall be given the opportunity to provide the Court with a brief statement at each meeting concerning the key policy and strategic issues affecting the City and the work of the City of London Corporation. A maximum of three Members may ask one question in direct response to the Chair/Chairman's statement.~~

14. Divisions

1. A Member demanding a Division must stand for that purpose (if able to do so). A Division will not be allowed unless another 11 Members (i.e. 12 in total) stand in their places (if able to do so) to support the demand.
2. If a Division is allowed, the Lord Mayor will ensure that two Tellers for the affirmative and two for the negative are appointed. If there are insufficient Members of the Court willing to act as Tellers, no Division will take place.
3. If a Division is allowed, the Town Clerk will ring the Division bell and at the expiration of three minutes they will ascertain whether a Division is still demanded. If so, the Bar of the Court will be closed after which no Member may enter or leave the Court except for the purpose of recording their vote until the Division has been declared closed.
4. The Town Clerk will repeat the Motion and every Member then present and wishing to vote will cast their vote either for the affirmative or the negative (the Lord Mayor voting without leaving the Chair and having the right to a second, casting vote). The Ayes for the question will go through the Bar of the Court to the right of the Lord Mayor and the Noes through the Bar to the left, the votes being recorded at the respective exits.
5. Members wishing to abstain should remain seated and the Lord Mayor will seek confirmation of their intention before accepting a declaration from the Tellers that every Member wishing to vote has done so, after which the Bar of the Court will be re-opened and Members will return to their seats through the central entrance.
6. The Town Clerk will call for the Tellers' reports and declare the result.

15. Disorder

1. In the event of disorder or a persistent disregard of the authority of the Chair, and if they consider it necessary in the interests of the Court and the City of London Corporation, the Lord Mayor will ask that there be no further interruption. If the interruption continues, they may:-
 - (a) direct the Member(s) of the Court they consider to be abusing the Court to retire for the remainder of the sitting or for such lesser period as they may decide, any such decision to be final;
 - (b) require that a member(s) of the public be removed from the public gallery;
 - (c) at any time if they consider it desirable in the interest of order, suspend a sitting or adjourn a meeting of the Court for such time as they may decide.

16. Duration

If, after three hours from the time appointed for the start of the meeting, the business has not been concluded, the meeting will close, any debate being suspended, and all unfinished business will stand adjourned to the next meeting unless a two-thirds majority of the Members present wish the meeting to continue, and subject to there being a quorum. Items that are so adjourned and which, in the opinion of the Town Clerk, require a decision before the next meeting will be considered in accordance with Standing Order Number 19.

17. Minutes

1. The minutes of the Court will be printed and circulated and will include:-
 - (a) All Motions and Amendments together with the names of the Movers and Seconders and including the names of Movers of reports.
 - (b) The results of any Ballot (pursuant to Standing Order Number 10).
 - (c) The results of any Division (pursuant to Standing Order Number 14).
 - (d) The names of any Members presented to Royal and other Distinguished Persons received at Guildhall.
2. The correctness of the minutes will be verified at the beginning of the following regular meeting of the Court. No discussion shall take place upon the minutes, except upon their accuracy and any question of their accuracy shall be raised by motion.

18. Chief Commoner

1. The holder of the Office of Chief Commoner shall be a Common Councillor.
2. The Chief Commoner shall be elected by the Court of Common Council at the October meeting each year.
3. The term of office of the Chief Commoner shall be for a period commencing and ending on the date of the first Court of Common Council after the wardmotes each year.
4. A Member is ineligible to seek election as Chief Commoner if they have previously served the Office of Chief Commoner.
5. Candidates for election to the Office of Chief Commoner shall be nominated by exactly 10 other Members, nominations to be submitted to the Town Clerk by no later than nine working days before the meeting of the Court for inclusion in the Summons. Submissions must be made in writing and accompanied by the signatures of the 10 Members supporting the candidate's nomination.
6. The Chief Commoner shall be:
 - (a) an ex-officio Member of the Policy & Resources Committee.
 - (b) ineligible to chair any City Corporation Grand Committee.
7. In the event of a casual vacancy for the Office of Chief Commoner, responsibility for the Office shall fall to the immediate past Chief Commoner until such a time as a new Chief Commoner (or Chief Commoner designate) is elected by the Court.

19. Decisions between Meetings

1. Between regular meetings of the Court of Common Council, if, in the opinion of the Town Clerk, it is urgently necessary for a decision to be made, then the powers of the Court may, where lawfully possible, be exercised by the Town Clerk. Before exercising this power, they must obtain the comments of:-
 - the Lord Mayor
 - the Chief Commoner
 - the Chair/Chairman of the Policy & Resources Committee
 - the Chair/Chairman of the Finance Committeeor a nominee of each who shall be, respectively,
 - an Alderman
 - a Past Chief Commoner still in Common Council
 - a Member of the Policy & Resources Committee
 - a Member of the Finance Committee

2. Where the recommendation is made by the Policy & Resources Committee or the Finance Committee then the fourth person shall be the Chair/Chairman of the Planning & Transportation Committee or their nominee from that Committee.
3. Where the recommendation is made jointly by two of the aforementioned committees, then the fourth person shall be the Chair/Chairman of the Port Health and Environmental Services Committee or, if they are also conflicted, another senior Chair/Chairman.
4. The Town Clerk's powers only extend to the approval or non-approval of the recommendation placed before them, not its amendment.
5. Each decision of approval shall be reported to the next regular meeting of the Court with an explanation of the need for the use of this procedure.
6. Each decision of non-approval shall be submitted to the next meeting of the Committee or Sub-Committee making the recommendation and that Committee or Sub-Committee may submit the matter for decision by the full Court if this is still feasible. Where a decision of non-approval is in prospect, the Chair/Chairman of the recommending Committee or their representative shall be informed and allowed to make representations in support of their Committee's decision.

20. Petitions

1. Any Petition (other than for grants of money) intended to be presented to the Court must be lodged at the Town Clerk's office, duly endorsed by the Member presenting, not later than 12 noon ten working days before the meeting of the Court at which it is proposed to present the Petition, which from the time of being lodged shall remain in the custody of the Town Clerk. The wording of the Petition or a summary thereof shall be printed on the Summons for the Court.
2. No Petitioner shall be permitted to address the Court except in reply to questions.
3. Petitions are to be referred by the Court to the relevant Committee(s) for further consideration.

PART 3 – Committees and Sub-Committees

21. Appointment

The annual appointment of Committees of the City of London Corporation will take place at the first regular meeting of the Court of the municipal year, which will normally follow the annual Wardmotes and be held in April.

22. Committee Limit

1. Subject to (3) below no Member shall serve on more than six Committees, be they Ward or Non-Ward Committees;

2. For the purposes of this Standing Order, the following exemptions are to be made:

- ~~Open Spaces and City Gardens Committee~~ Natural Environment Board and the West Ham Park Committee shall count as one Committee.
- Crime and Disorder Scrutiny Committee
- Local Government Pensions Board
- Health & Social Care Scrutiny Committee
- Fraud and Cyber Crime Reporting and Analysis Service Procurement Committee¹

3. This limit shall not apply:

(a) If a vacancy on a committee has been advertised on at least two occasions and remains unfilled. In such circumstances, a Member may serve on that committee even though it may cause the limit to be exceeded for the remainder of the municipal year.

(b) Where service on Committees is in an ex-officio capacity.

23. Ward Committees

1. Ward Committees comprise at least two Aldermen together with a number of Commoners as detailed in Standing Order No. 23(3).

2. The Aldermen shall be appointed on the basis of nominations by the Court of Aldermen (notwithstanding SO 23(5)).

3. The Commoners shall be appointed on the basis of:-

(a) one Member from each Ward (regardless of whether the Ward has sides) having five or fewer Members;

(b) two Members from each Ward (regardless of whether the Ward has sides) having six or more Members;

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

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

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

¹ The FCCRASP Committee is time limited – this Standing Order is to be deleted upon the expiration of the Committee.

5. In the event that a Ward's Common Councillor/s does not wish, for whatever reason, to be nominated to serve on a Ward Committee, the appointment can, if the Ward so chooses and the Alderman is in agreement, be taken by the Alderman of the Ward.
6. After consultation with the Members of their Wards, the Deputies of the Ward shall submit the nominations to the Town Clerk subject to the following:-
 - (a) the term of office of a Member on a Ward Committee is one year;
 - (b) a Member who has served four terms on a Ward Committee, separately or consecutively, is not eligible for appointment for a further term whilst there is a Member of the Ward who has not served and wishes to do so, unless the majority of the Members of the Ward so decide.
7. If a Ward chooses not to nominate a Member(s) (Common Councillors or the Alderman of the Ward) to serve on a Ward Committee, the Town Clerk shall notify the vacancy to all Members and seek nominations prior to the appointment being made by the Court.

24. Non-Ward Committees

1. Non-Ward Committees comprise Members elected by the Court for either:-
 - (a) a specific term at the end of which, if eligible, the Member must seek re-election; or,
 - (b) an indefinite term subject to annual re-appointment by the Court.
2. Any Member wishing to serve must notify the Town Clerk in writing and all applications received will be listed on the Summons for the meeting of the Court at which the appointment is to be made. If necessary, a ballot will take place in accordance with Standing Order Number 10.

25. Vacancies

1. When a vacancy occurs in any Committee, the Member elected to fill it will continue for the remainder of the term of the Member creating the vacancy, and such part of the term will count as a full term for the purposes of Standing Orders Numbers 23 (5).
2. Prior to the expiry of a completed term of office on a Non-Ward Committee, or when vacancies arise, all Members will be notified by the Town Clerk no less than two weeks before the meeting of the Court.

~~26. Terms of Reference~~

~~Each Committee will have Terms of Reference approved by the Court.~~

26. [not used].

27. Sub-Committees

1. The Committees of the City of London Corporation may at any time:-
 - (a) constitute, dissolve, or alter the membership of a Sub-Committee set up by them;
 - (b) within its terms of reference from the Court, authorise a Sub-Committee to act on behalf of the main Committee;
 - (c) appoint a Working Party to consider and report on particular matters but such Working Party shall have no delegated powers.

N.B. The constitution of any new Sub-Committee or Working Party shall be subject to the approval of the Policy & Resources Committee.

2. The Chair and Deputy Chair of a Sub-Committee shall be the Chair and Deputy Chair of the appointing Committee, or their nominee(s), subject to the support of the wider Committee Membership. Policy & Resources Committee can approve exceptions to this practice.
3. The proposed composition of Sub-Committees shall not be increased solely to avoid a ballot for contested vacancies without the consent of the appointing Committee.
4. In instances where the Court of Common Council has appointment rights to a Sub-Committee, these will be made for terms of up to four years (to be determined by the appointing Committee).
5. The quorum for a Sub-Committee shall be any three of its Members, unless otherwise specified by the appointing Committee or the Court.

28. Joint Meetings of Committees

In the event of a reference to a Joint ~~Meeting Committee~~ of any of the Committees of the Court, the quorum shall be nine, comprising no fewer than three Members of each participating Committee.

29. Chairs/Chairmen

1. Each Committee shall have a Chair/Chairman who will:-
 - (a) preside at every meeting of the relevant Committee at which they are present;
 - (b) sign the minutes of proceedings of the previous meeting when approved as a correct record;
 - (c) in case of an equality of votes, have a second casting or casting vote. If the Chair/Chairman is unwilling to exercise a second or casting vote the decision

shall be taken by lot;

(d) determine all questions of order;

(e) have power, after consultation with the Deputy Chair/Chairman, to,

- convene an additional meeting;
- vary the date and/or time and/or place of a scheduled meeting;
- cancel a meeting if, in their opinion, there is insufficient business to warrant the holding of such a meeting or for other reasons.
- Reschedule a meeting if both they and their Deputy Chair/Chairman are no longer able to be in attendance at that meeting and, upon review of the nature of the business intended for the meeting, believe it is in the best interests of the Corporation to do so.

2. The term of service of Chairs/Chairmen, subject to annual re-election, is limited as follows:-

Policy & Resources Committee	5 years*
Finance Committee	5 years*
City of London Police Authority Board	4 years*
<u>Barbican Centre Board</u>	<u>4 years*</u>
<u>Bridge House Estates Board</u>	<u>4 years*</u>
Boards of Governors of the three	
City of London Independent Schools	6 years*
Other Committees	3 years*

*The years to run consecutively.

(For the purpose of this Standing Order, if a Member is elected to the Chair during the course of the year, a period of service commencing before 1 October shall count as one year; a period of service commencing on or after 1 October shall not count as one year).

3. A Member is ineligible to seek election as Chair/Chairman of a Ward or Non-Ward Committee (other than a specifically appointed Reception Committee) in the following circumstances:-

(a) If they are already a Chair/Chairman of another Committee (Ward or non-Ward), other than in the case of the following Committees:-

- Gresham (City Side)
- Health & Social Care Scrutiny Committee
- Crime and Disorder Scrutiny Committee
- Health & Wellbeing Board
- Local Government Pensions Board
- ~~Open Spaces and City Gardens Committee~~ Natural Environment Board
- West Ham Park Committee
- Fraud and Cyber Crime Reporting and Analysis Service Procurement Committee²

(b) If they are resident in, or a tenant of, any property owned by the City of London Corporation they may not be Chair/Chairman of the Committee or Sub-Committee having control of such property (with the exception of the Community & Children's Services Committee);

(c) If they are an ex-officio Member of a Committee;

(d) If they are the Deputy Chair/Chairman of the Audit & Risk Management Committee for the time being.

4. At the first meeting of each Committee following the annual appointment, the Town Clerk will seek expressions of interest from Members who are willing and eligible to take the Chair.

5. A Member unable to be present may previously express in writing to the Town Clerk their willingness to serve.

6. The names of those who are willing to serve will be voted on by Ballot. The successful candidate will require a majority of the votes cast. In the absence of any candidate achieving a majority of votes in the first round of voting:

(a) the candidate with the fewest votes will be eliminated;

(b) if there is more than one candidate securing the fewest but identical number of votes, then a ballot will be held between those candidates to determine which will drop out;

(c) candidates may also elect to withdraw at this stage;

(d) a further ballot will be held amongst the remaining candidates and the procedure in (a) to (c) repeated until one candidate has obtained a majority

² The FCCRASP Committee is time limited – this Standing Order is to be deleted upon the expiration of the Committee.

of the votes cast.

7. Ex-officio Members of a Committee are not eligible to vote in the election of Chair/Chairman of that Committee other than in the case of the Policy & Resources Committee.

30. Deputy Chairs/Chairmen

1. Each Committee, with the exception of the Policy and Resources Committee, shall have a Deputy Chair/Chairman who will, in the absence of the Chair/Chairman, have the powers, duties and rights of the Chair/Chairman.
2. With the exception of the first and fifth year of a chairmanship, the Policy and Resources Committee shall have three Deputies , one of whom shall be designated the Deputy Chair/Chairman to exercise the formal responsibilities of that role, with the remaining two Vice Chairs/Chairmen.
3. In the case of all Committees:-
 - (a) the immediate past Chair/Chairman, if in Common Council and if willing to serve, will be eligible to serve as Deputy Chair/Chairman for the first year upon the election of a new Chair/Chairman, subject to election by the Committee in the usual way;
 - (b) if the immediate past Chair/Chairman is not in Common Council or is not willing to serve in the office, the Deputy Chair/Chairman (or Deputy/Vice Chairs/Chairmen in the case of the Policy and Resources Committee) will be elected in accordance with Standing Order Number 30 (5);
 - (c) when the immediate past Chair/Chairman has completed their year of office as Deputy Chair/Chairman, all the Members of the Committee with the exception of the said Deputy Chair/Chairman and those who are ineligible by virtue of Standing Order Number 30 (4), are eligible to seek election as Deputy Chair/Chairman.
4. A Member is ineligible to seek election as Deputy Chair/Chairman of a Ward or Non-Ward Committee (other than a specially appointed Reception Committee) in the following circumstances:-
 - (a) if they are resident in, or a tenant of, any property owned by the City of London Corporation they may not be Deputy Chair/Chairman of the Committee or Sub-Committee having control of such property;
 - (b) if they are an ex-officio Member of a Committee they may not be Deputy Chair/Chairman of that Committee except in the case of the immediate past Chair/Chairman for the first year upon election of a new Chair/Chairman.
5. At the first meeting of each Committee following the annual appointment, the Town Clerk will seek expressions of interest from Members eligible for election as Deputy

Chair/Chairman (or Deputy/Vice Chairs/Chairmen in the case of the Policy and Resources Committee) and who are willing to serve.

6. A Member unable to be present may previously express in writing to the Town Clerk their willingness to serve.
7. The names of those who are willing to serve will be voted on by ballot . The successful candidate will require a majority of the votes cast. In the absence of any candidate achieving a majority of votes in the first round of voting:
 - (a) the candidate with the fewest votes will be eliminated;
 - (b) if there is more than one candidate securing the fewest but identical number of votes, then a ballot will be held between those candidates to determine which will drop out;
 - (c) candidates may also elect to withdraw at this stage;
 - (d) a further ballot will be held amongst the remaining candidates and the procedure in (a) to (c) repeated until one candidate has obtained a majority of the votes cast.
8. The election of the three Deputy/Vice Chairs/Chairmen of the Policy and Resources Committee shall be undertaken as follows:-
 - (a) The election of a Deputy Chair shall be undertaken first, as follows:-
 - i. Where the number of candidates is less than or matches the number of vacancies (i.e., one) the candidate will automatically be treated as being elected to office.
 - ii. In the event of a contest, the names of those who are willing to serve will be voted on by ballot. The successful candidate will require a majority of the votes cast. In the absence of any candidate achieving a majority of votes in the first round of voting:
 - the candidate with the fewest votes will be eliminated;
 - if there is more than one candidate securing the fewest but identical number of votes, then a ballot will be held between those candidates to determine which will drop out;
 - candidates may also elect to withdraw at this stage;
 - a further ballot will be held amongst the remaining candidates and the procedure above repeated until one candidate has obtained a majority of the votes cast.
 - (b) For the election of two Vice Chairs:-

- i. Where the number of candidates is less than or matches the number of vacancies (i.e., two) the candidates will automatically be treated as being elected to office.
- ii. Where there are more candidates than vacancies, a ballot will be undertaken with Members indicating their preferred candidate(s). Members can choose not to vote for the maximum number of candidates.
- iii. Once votes have been cast and counted, any candidate having 50% or more of the number of votes will be elected.
- iv. Unless the candidates each secure 50% of the vote, the candidate with the least number of votes will drop-out automatically. If there is more than one candidate securing the least but identical number of votes then a ballot will be held between those candidates to determine which one will drop-out. Other candidates may also elect to withdraw at this stage.
- v. A further ballot will be held amongst the remaining candidates and any candidate securing 50% or more of the vote will be elected. This process will be repeated until all vacancies are filled.
- vi. There may come a point in the process where a candidate or candidates with the least number of votes drops out, leaving a number of candidates that matches the number of vacancies. In those circumstances, no further ballot is necessary as the candidates will automatically be treated as being elected to office (without having to secure 50% of the vote).

9. Ex-officio Members of a Committee are not eligible to vote in the election of Deputy Chair/Chairman of that Committee other than in the case of the Policy & Resources Committees.

31. Ward Reception Committees

1. Unless there are specific reasons for the arrangements for any hospitality relating to a visiting Head of Government or State (or other guest of the sovereign to whom official hospitality is to be extended) being referred to a Standing Committee, responsibility will be referred to a Ward Reception Committee appointed by the Court.
2. The Town Clerk is authorised to summon the first meeting of the Committee.
3. The appointment of Commoners shall be by rotation within the total membership of the Common Council, and before the appointment of a Ward Reception Committee, the Town Clerk shall notify each Member next on the rota for appointment. If a Member does not wish to serve on the next Ward Reception

Committee, the Town Clerk shall liaise with the next Member on the rota to fill the vacancy.

4. The appointment of Aldermen shall also be by rotation, comprising two Aldermen above the Chair and four Aldermen below the Chair.
5. In the event of an entertainment for which a Ward Reception Committee has been appointed, not taking place, the Aldermen and Commoners serving on that Committee shall be re-appointed on the next available Ward Reception Committee.
6. A Member is eligible to seek election as Chair/Chairman of a Ward Reception Committee in the following circumstances:-
 - (a) provided they have completed two years' service on the Court;
 - (b) provided they are not an ex-officio Member of the Committee;
7. A Member may chair one Royal or State Ward Reception Committee and one Non-Royal or Non-State Ward Reception Committee, in either order. A Member may serve as chair of more than one Ward Reception Committee only where there is specific justification to do so, such as exceedingly close connections with the proposed state. This will be up to the Ward Reception Committee to determine by majority vote.
8. The provisions of Standing Order Number 29 as regards the election of a Chair/Chairman shall be applied at the first meeting of the Committee. Thereafter, the Member elected as Chair/Chairman will, subject to being in Common Council, continue in that office until the function has taken place.
9. If, after the list of Members eligible to serve as Chair/Chairman of a Ward Reception Committee has been read, no Member has sought election, a second list shall be read in which all Members of the Committee are eligible.
10. The Chief Commoner for the time being will serve as the Deputy Chair/Chairman.

32. Access to Meetings

1. All meetings of Committees and Sub-Committees are open to the public unless:-
 - (a) confidential information as defined in Section 100A(3) of the Local Government Act 1972 is to be discussed; or,
 - (b) a resolution has been passed to exclude the public as there is likely to be disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972;

In respect of non-local authority and non-police authority functions this Standing Order is not applied unless a Committee or Sub-Committee determines otherwise.

2. The filming, photographing or making of audio recordings of meetings will be allowed in accordance with the City of London Protocol on the filming/recording of meetings adopted by the Court in May 2014.

33. Notice of Meetings

Public notice of the time and place of meetings of Committees and Sub-Committees will be posted in an appropriate place at least five clear working days before the meeting, or if a meeting is convened at shorter notice, then at the time it is convened.

34. Summons

1. The Town Clerk will issue a Summons for each meeting stating the time and place at which the Committee or Sub-Committee will meet and setting out the order of business.
2. Any Committee may be summoned upon the written requisition of a number of its Members not less than the quorum of the Committee, provided they have business to lay before the Committee. Such business will be set out in detail together with the reason(s) why the matter(s) to be raised could not wait until the next regular meeting.
3. A special meeting of a Committee shall not, except in the case of absolute necessity, be called on the same morning or afternoon as that appointed for the regular meeting or another Committee, and under any circumstances the special meeting shall be called at a different time from that of the other Committee.
4. Except in cases of urgency or where circumstances make it impracticable, the Summons and accompanying papers will be sent to Members five clear working days in advance of the meeting.
5. A limit to the number of Committees to consider a specific item of business shall be limited to no more three (a sub-committee, a Service Committee and a Corporate Committee). The most appropriate Committee(s) in each instance shall be determined by the Town Clerk and relevant Chairs notified to provide an opportunity for objection and reappraisal. In the event of an objection, the final judgement of the Lord Mayor and Chief Commoner shall be sought. It shall not be permitted for this decision to be overturned on the appointment of their respective successors.

35. Attendance

1. Members are entitled to attend meetings of Committees and Sub-Committees of which they are not Members, but must not vote or, without the permission of the Chair/Chairman of the meeting, speak on any matter.
2. If a question is referred by the Court to any Committee to examine and report, the Member moving the reference shall be invited to attend the Committee in the event that they are not a Member of that Committee and shall be permitted to take part in any discussion that may arise therefrom, but not vote on the matter.
3. Consistent with the principles set out in Standing Order 45, in exceptional

circumstances in non-public session (including ~~if~~ when the Independent Appeals Panel, are considering the conduct of a Member of the Court or an co-opted Member in relation to the City of London Corporation's Code of Conduct for Members, deliberations for licensing applications, specific staffing matters or where information has been conferred of the Corporation in confidence by the Royal Household or His Majesty's Government) in non-public session, no Member or co-opted Member who is not a Member of that Committee or Sub-Committee is permitted to attend the proceedings other than those who have been requested or allowed to attend by the Chair or Panel~~by the Panel~~.

36. Quorum

1. The quorum for each Committee shall be set annually by the Court when the Committees are appointed in accordance with Standing Order Number 21.
2. If the quorum is not established within five minutes of the time stated on the Summons, the formal meeting will be dissolved and formal consideration of the business adjourned to the next regular meeting unless, in the opinion of the Chair/Chairman, a special meeting should be called before that date.
3. If, during a meeting of a Committee or Sub-Committee, a quorum ceases to exist the meeting shall adjourn until a quorum is re-established. If there is no reasonable likelihood that it will be re-established, the meeting will be dissolved and all remaining business adjourned to the next meeting. Any items that have not been considered by the meeting before its dissolution and which, in the opinion of the Chair/Chairman, require a decision before the next meeting will be considered in accordance with Standing Order Number 41.

37. Conduct of Debate

1. Every Member must confine their speech strictly to the Report, Motion or Amendment under discussion or to a point of order or explanation, and must not be repetitious. The ruling of the Chair/Chairman on issues of relevance or repetition is final.
2. At any time, a Member may raise a point of order or make a personal explanation necessitated by the statement of another Member. Any Member speaking at the time must give way when a point of order or personal explanation is made. A point of order shall relate only to an alleged breach of Standing Orders or statutory provision. A personal explanation shall be confined to some material part of a former speech by the Member at the same meeting, which may have been misunderstood. The ruling of the Chair/Chairman on a point of order or the admissibility of a personal explanation is final.
3. If a Member stands (or, if unable to do so, indicates otherwise) either while another Member is addressing the Committee or, if there is a Motion before the Committee, at the conclusion of a speech, and moves '*That the question be now put*', and this Motion is seconded and carried, that question shall be put forthwith and without debate unless the Chair/Chairman is of the opinion that the Motion is premature or in any sense is an abuse of the rules of the Committee. In no case shall the Mover be precluded from a right to reply should they elect to exercise it.

38. Decisions

1. Decisions made by Committees will be either unanimous or will represent the view of the majority of those Members present and eligible to vote. The Town Clerk will, if requested, record in the minutes of a meeting the name(s) of any Member(s) dissenting from a majority decision.
2. The Town Clerk will record in the minutes the division of Members' votes, by name, providing this has the support of a fifth of Committee Members present and voting.

39. Disorder

In the event of disorder or a persistent disregard of the authority of the Chair, and if they consider it necessary in the interests of maintaining order, the Chair/Chairman will ask that there be no further interruption. If the interruption continues, they may:-

- (a) direct the Member(s) causing disorder or disregarding their authority to retire for the remainder of the meeting or for such shorter period as the Chair/Chairman may decide. In the event of non-compliance with that instruction, and with the consent of the majority of the Committee to be shown immediately on a show of hands, the Chair/Chairman shall take all reasonable steps for the removal of such Member(s) from the meeting;
- (b) require a member(s) of the public to be removed from the meeting.

40. Duration

If, after two hours from the appointed time for the start of the meeting, the business has not concluded, the meeting will close and any unfinished business will stand adjourned to the next meeting unless a two-thirds majority of the Members present wish the meeting to continue, and subject to there being a quorum.

41. Decisions between Meetings

Between scheduled meetings of each Committee or Sub-Committee, if:

- (a) in the opinion of the Town Clerk, it is urgently necessary for a decision to be made; or
- (b) the Committee or Sub-Committee have delegated power to the Town Clerk to make a decision.

then the powers of the Committee or Sub-Committee may, where lawfully possible, be exercised by the Town Clerk. Before exercising this power, they shall seek and obtain the comments of the Chair/Chairman and Deputy Chair/Chairman of the Committee or Sub-Committee or, failing either of them, their nominees. Other than where circumstances make it impracticable, the wider views of the committee or sub-committee membership shall also be sought. Each action or decision shall be reported to the next regular meeting of the Committee or Sub-Committee.

42. Conferences

1. Members and Officers are authorised to attend events (i.e. conferences, congresses, seminars, meetings, exhibitions etc.) on behalf of the City of London Corporation in accordance with the Business Travel Scheme and Financial Regulations.

~~2. The Business Travel Scheme:~~

~~(a) forms part of the Financial Regulations;~~

~~(b) defines the various categories of travel on official business;~~

~~(c) includes a schedule of recognised events attended by Members and/or Officers approved by the Policy & Resources Committee.~~

43. Outside Bodies

1. A Member may serve as a representative of the City Corporation on no more than six outside bodies at the same time.
2. Standing Order Number 43 (1) shall not apply to ex-officio appointments to outside bodies including those that apply to the Court of Aldermen.

PART 4 – Interests

44. Interests

1. If a matter for decision is under consideration by the Court, or any Committee thereof, in which a Member has an interest they must act in accordance with the provisions of the Localism Act 2011 and the Members' Code of Conduct.
2. If a matter for decision relating to the City of London Corporation's Housing or Barbican Residential Estates is under consideration by the Court, or any Committee thereof, which relates to land in which a Member has a beneficial interest they:-
 - (a) must declare the existence and nature of their interest;
 - (b) subject to the provisions of the Localism Act 2011 and the Members' Code of Conduct in relation to interests may speak but not vote thereon.

PART 5 – Access to Documents

45. Access to Documents

1. A Member of the Court is entitled to inspect, or be provided with a copy of, documents belonging to the City of London Corporation that it is reasonably

necessary for them to see in order to carry out their duties as a Common Councilman or Alderman. Consistent with this presumption of a Member's entitlement to access documents, a Member has a right of access to all documents relating to business transacted or to be transacted at a meeting of the Court of Common Council, a Committee or Sub- Committee as set out in Standing Order Number 45 (2) and (3).

2. In respect of the City Corporation's local authority and police authority functions a Member has a right of access to all documents relating to business transacted or to be transacted at a meeting of the Court of Common Council, a Committee or Sub- Committee, although if it appears to the Town Clerk that information contained in the documents is exempt information by virtue of Schedule 12A to the Local Government Act 1972 they have a discretion to withhold the documents from inspection unless the information relates to the financial or business affairs of any particular person, including the City Corporation (except in respect of contract negotiations), or the information relates to any noticed imposing requirements on a person or direction the City Corporation proposes to make under any enactment, in which case the documents are required to be open to inspection.
3. Standing Order Number 45 (2) shall apply to the City Corporation's non-local authority and non-police authority functions and a Member shall have a right of access to all documents relating to business transacted or to be transacted at any relevant meeting of the Court of Common Council, a Committee or Sub-Committee, unless the Town Clerk determines otherwise.
4. Where a request for access to documents is declined by the Town Clerk, the Member may refer the matter to the Chair/Chairman and the Deputy Chair/Chairman of the appropriate Committee who will consider the advice of the Town Clerk before either granting or refusing the request.
5. A Member has the same right as a member of the public to request information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 and to have that information communicated to them subject to any exemptions on the disclosure of information properly kept confidential.
6. A Member must preserve the confidentiality of any document containing confidential or exempt information that is in their possession.

PART 6 – Acts of Common Council

46. Bills and Acts

1. A Bill for an Act of Common Council shall be printed and circulated to all Members of the Court before it is submitted to the Court.
2. Every Bill shall be submitted to the appropriate Committee(s) for approval and to the Recorder of London for settling before it is submitted to the Court of Common Council and the report of the appropriate Committee (if any) shall be printed and circulated with the Bill.
3. Unless otherwise ordered by the Court of Common Council, a Bill for an Act of Common Council shall be read a first and second time at one meeting of the Court and shall at the next or a subsequent meeting be read a third time and made an Act of Common Council.

PART 7 – Parliamentary Legislation

47. Bills and Acts

1. No active proceedings for or against any Bill in Parliament (beyond such steps in the case of a Private Bill as may be necessary to obtain or preserve a *locus standi*, or the delivery of formal professional retainers) shall be undertaken without the express authority of the Court, save in a case of emergency which shall be reported at the next ensuing Court.
2. It shall be an instruction to the Remembrancer that where in any Act of Parliament it is necessary to mention or describe the Local Authority for the City of London, such Authority shall be stated to be “The Mayor, Aldermen and Commons of the City of London in Common Council assembled”, or “the Common Council”.

PART 8 – Finance

48. Budgets: Resource Allocation, Revenue Estimates and Capital Budgets

1. Resource allocation plans, revenue estimates and five-year capital budgets shall be prepared annually in respect of the City Fund, City’s Cash and the Bridge House Estates.
2. Resource allocation plans for the subsequent financial year shall for:-
 - (a) City Fund and City’s Cash be approved by the Policy & Resources Committee, following previous consideration by the Efficiency & Performance Sub-Committee and the Resource Allocation Sub-Committee; and
 - (b) Bridge House Estates be approved by the Bridge House Estates Board.

3.
 - (a) The Policy & Resources Committee shall determine the basis and assumptions to be adopted in the preparation of detailed revenue estimates and capital budgets for City Fund and City's Cash, together with any provisional resource allocations for those Funds.
 - (b) The Bridge House Estates Board shall determine the basis and assumptions to be adopted in the preparation of detailed revenue estimates and capital budgets for Bridge House Estates, together with any provisional resource allocations subject to any overarching policy or budget set by the Court.
4. For City Fund and City's Cash the requirements of the Local Government Act 2003 and the CIPFA Prudential Code shall be complied with, as follows:-
 - (a) the Chamberlain, as Chief Financial Officer, shall:
 - i. report on the robustness of the estimates and the adequacy of the reserves allowed for in the budget proposals; and,
 - ii. prepare Prudential Indicators in accordance with the Code.
 - (b) Members shall:
 - i. approve the Prudential Indicators as part of the budget setting process by the Court of Common Council; and,
 - ii. have regard to the Chamberlain's advice regarding the robustness of the estimates and the adequacy of reserves.
5. For Bridge House Estates (and any other charity for which the City Corporation is the Trustee), the requirements of charity law, guidance provided by the Charity Commission on financial management, and relevant requirements of the Charities Statement of Recommended Practice shall be complied with as follows:-
 - (a) The Chamberlain as Chief Financial Officer, whether or not acting by and authorized delegate with responsibility for the charity], shall report on the robustness of the budgets and adequacy of the charity's free reserves and other contingency sums allowed for in the budget proposals; and
 - (b) Members shall have regard to the Chamberlain's advice regarding the robustness of the budgets and the adequacy of free reserves and other contingency sums.
6. The Chamberlain is required to monitor against the approved Prudential Indicators for City Fund and City's Cash and report, via the Finance Committee, to the Court of Common Council if they are to be breached.
7. All financial items shall be categorised in accordance with the City Corporation's Financial Regulations and final determination of any categorisation shall be the responsibility of the Chamberlain and generally applied as follows:-

- (a) recurrent revenue items – analysed between central risk, local risk and recharges;
 - (b) one-off revenue projects – analysed between routine revenue projects financed from within existing local risk budgets; and supplementary revenue projects financed from one-off augmentations of local risk resources; and,
 - (c) capital projects.
8. Detailed revenue estimates for the subsequent financial year, including all recurrent revenue items and routine revenue projects, shall for City Fund and City's Cash be submitted to each Spending Committee in accordance with the Policy & Resources Committee determination, and for Bridge House Estates the relevant budgets, analysis of projected movements on reserves and proposed allocation of funding to the charity's primary and ancillary object shall be submitted to the Bridge House Estates Board. Concurrently, schedules of supplementary revenue projects, along with five-year capital budgets, shall for City's Fund and City's Cash also be presented to each Spending Committee, and for Bridge House Estates to the Bridge House Estates Board.
9. The Finance Committee for City Fund and City's Cash, and the Bridge House Estates Board for Bridge House Estates, shall as relevant present to the Court of Common Council in March of each year the following:-
- (a) the revenue estimates for City Fund and City's Cash;
 - (b) the five-year capital budgets and summaries of supplementary revenue projects;
 - (c) the annual budget reports in respect of all revenue and capital proposals for the City Fund and City's Cash, including recommendations as to the Non-Domestic Rate and Council Tax to be levied in the following financial year and the Prudential Code Indicators to apply to the City Fund.
 - (d) The annual budget reports in respect of all revenue and capital proposals for Bridge House Estates, alongside analysis of projected movements on all reserves held over the next three years, including an annual review of the reserves policy and proposed allocation of income to the charity's ancillary object which is surplus to that required for the primary object in that year.
10. No Committee or Officer shall commit the City Corporation to expenditure without the approval of the Court of Common Council, unless otherwise provided for in these Standing Orders.
11. Similar principles to those stated in Standing Order 48(9) shall operate, as appropriate, for income items, such that: where income is received outside the City Fund and City's Cash budget set for the relevant year, or outside the annual budget for a charity for which the City Corporation is charity trustee, the relevant Service Committee (for Bridge House Estates this is the Bridge House Estates Board) shall be required to authorise acceptance of those funds which must be in accordance

with the strategies and plans set for each fund.

12. No proposal (other than the grant or renewal of a lease) shall be carried out, or submitted to the Court of Common Council, until the estimated financial effect has as relevant first been submitted to and approved by the Finance Committee for City Fund and City's Cash, and to the Bridge House Estates Board for Bridge House Estates, unless otherwise provided for in these Standing Orders or authorised under existing officer delegated authority.
13. Where expenditure is necessary for which no provision has been made by the Court of Common Council but which will be wholly reimbursed by a person or organisation separate from the City Corporation, the Chamberlain may authorise such expenditure from a holding account.

49. Financial Regulations

1. The Financial Regulations form part of the City Corporation's overall system of financial management, accountability and control and shall be complied with by all City of London Corporation staff.
2. The Financial Regulations are maintained by the Finance Committee.

50. Project Management

1. Save for Bridge House Estates projects where these responsibilities lie with the Bridge House Estates Board unless reserved to the Court of Common Council:-
 - (a) approval of the City of London Corporation's programme of projects is the responsibility of the Policy and Resources Committee and Finance Committee through the joint Operational Property and Projects Sub-Committee which scrutinises individual projects, and the Resource Allocation Sub-Committee, which considers the overall programme of project activity and its funding.
 - (b) decisions about projects are made in conjunction with Spending Committees and the Operational Property and Projects Sub-Committee and the Court of Common Council for high value projects; and
2. Officers shall ensure that all routine revenue, supplementary revenue and capital projects shall comply with the provisions contained within the City of London Corporation's agreed Project Procedure.
3. The Operational Property and Projects Sub-Committee will periodically review the Project Procedure. Technical adjustments and changes to the Procedure may be authorised by the Policy and Resources Committee.
4. The Town Clerk, in consultation with the Operational Property and Projects Sub-Committee for City Fund and City's Cash or with the Bridge House Estates Board for Bridge House Estates, or the relevant Chair/Chairman and Deputy Chair/Chairman as appropriate, may vary the Project Procedure in relation to individual projects in cases when it is deemed appropriate to do so, with the

exception of:-

i. Approval of schemes for refurbishment or re-development or reinstatement of up to £5,000,000 per scheme / per property, for investment properties, with funding either from the relevant sales pool, providing the sales pool is in credit with sufficient funds to cover the total cost of the scheme, or from other appropriate sources will be granted, as provided for within the Scheme of Delegations to Officers.

5. The Town Clerk will produce and keep up to date guidance for Officers, in the form of a Project Toolkit, to ensure that the Project Procedure is followed.

51. Procurement and Contract Letting

1. All procurement and contracts activity will be undertaken by Officers in accordance with the City of London Corporation's agreed Procurement Regulations.
2. The Operational Property and Projects Sub Committee will periodically review the Procurement Regulations and may authorise any technical adjustments. Significant changes to the Regulations require the approval of the Court of Common Council. The Bridge House Estates Board shall be consulted in advance of any changes adopted which will have an impact upon the charity.
3. The Chamberlain will produce and keep up to date guidance for Officers to ensure the Procurement Regulations are followed.

52. Writing-Off Debts

1. Any Committee appointed by the Court of Common Council may agree, with the concurrence of the Chamberlain, to the writing-off of a debt due to the Corporation if satisfied that:-

(a) the debt is no longer recoverable at law; or,

(b) the cost to the City Corporation of commencing or continuing recovery at law is likely to exceed the amount of the debt or the balance uncollected; or,

(c) there are reasonable grounds for writing-off the debt subject to the amounts in excess of £500,000 for investment property debt, and £100,000 for all other City Fund and City's Cash being approved by the Finance Committee and for Bridge House Estates being approved by the Bridge House Estates Board.

(NB. 1. Standing Order Number 52 (1) (c) shall not apply to the Barbican Centre Board

N.B. 2. The financial limit for writing-off school fees shall be £3,500 per term).

2. Each Committee's powers under (1) above are delegated to specific_the relevant

Chief Officers in accordance with the relevant sections of the Scheme of Delegations.

PART 9 – Property

53. Corporate Plans and Strategies

1. The City of London Corporation shall develop and adopt plans and strategies for the management and investment of its property assets as follows:-
 - (a) Corporate Asset Management Strategy which shall be subject to regular review (not less than every five years) by
 - the Operational Property and Projects Sub-Committee and approval by the Policy & Resources Committee for City Fund and City's Cash; and
 - The Bridge House Estates Board for Bridge House Estates;
 - (b) Investment Property Strategies which shall be subject to annual reports and regular review (not less than every three years) by
 - the Property Investment Board, Finance and Policy & Resources Committees for City Fund and City's Cash, and
 - the Bridge House Estates Board for Bridge House Estates.
2. The plans and strategies referred to in Standing Order Number 53 (1) shall be based on assumption that all property transactions are on open market terms.
3. All property transactions shall be made in accordance with the plans and strategies referred to in Standing Order Number 53 (1).
4. Any proposed property transactions, including transactions which together form part of a series of transactions, that are not in accordance with the plans and strategies referred to in Standing Order Number 53 (1) or are not based on open market terms shall be subject to the approval of,
 - (a) the originating Committee and the Operational and Property Sub-Committee (for non-investment property) and the Property Investment Board (for investment Property) for City Fund and City's Cash, and the Bridge House Estates Board for Bridge House Estates; and
 - (b) the Court of Common Council if required by the parameters set out in Standing Orders Numbers 55, 57 (2), 58 and 59.

54. Capital Buildings Board (Policy & Resources Committee)

Where projects have been referred to, or are within the remit of, the Capital Buildings Board, decisions in relation to the acquisition and disposal of properties related to the project, including disposal or alternative use of current operational properties to be vacated on completion of the project, shall sit outside of the normal Standing Orders (53-60) governing acquisitions and disposals.

55. Acquisitions

1. For the purpose of this Standing Order, the following definitions shall apply:-

City Fund & City's Cash:-

- “investment property assets” - properties within the remit of the Property Investment Board that are managed by the City Surveyor as investments yielding capital and/or revenue returns.
- “operational property assets” - properties within the day to day control of committees that are held primarily for the provision of operational services by or on behalf of the City of London.

Bridge House Estates:-

- “investment property assets” properties, whether endowment or invested income funds, which are managed by the City Surveyor as investments yielding capital and/or revenue in accordance with the investment strategies and policies set for the charity.
- “operational property assets” properties which are held for use by the charity.

2. Acquisitions of interests in investment property assets shall follow the City Corporation's agreed Investment Property Acquisition Procedure adopted for each Fund and require the following approvals:-

City Fund:-

Total Acquisition Costs	Approval by
Less than £5,000,000	Property Investment Board and Finance Committee
£5,000,000 and above	Property Investment Board, Finance Committee and Court of Common Council

City's Cash:-

Total Acquisition Costs	Approval by
Less than £5,000,000 (subject to funding being available in the relevant Designated Sales Pool)*	Property Investment Board and Finance Committee
£5,000,000 and above	Property Investment Board, Finance Committee and Court of Common Council

Bridge House Estates:-

Total Acquisition Costs	Approval by
Less than £5,000,000 (subject to funding being available in the relevant Designated Sales Pool)*	Bridge House Estates Board
£5,000,000 and above	Bridge House Estates Board and Court of Common Council

**If funding is not available in the relevant Designated Sales Pool the approval of the Court of Common Council shall also be required.*

3. Acquisitions of interests in operational property assets, and for Bridge House Estates this includes a decision to re-purpose investment property as an operational property asset, shall require the following approvals:-

City Fund & City's Cash:-

Total Acquisition Costs	Approval by
Less than £2,500,000	Spending Committee and Operational Property and Projects Sub Committee
£2,500,000 and above	Spending Committee and Operational Property and Projects Sub Committee and Court of Common Council

Bridge House Estates:-

Total Acquisition Costs	Approval by
Less than £2,500,000	Bridge House Estates Board
£2,500,000 and above	Bridge House Estates Board and Court of Common Council

56. Identification of Property Assets Surplus to Departmental and/or Operational Requirements

1. Committees are required to consider the effective and efficient use of all operational property assets within their management and control. For City Fund and City's Cash property this will be monitored by the Operational Property and Projects Sub-Committee. For Bridge House Estates property this will be monitored by the Bridge House Estates Board.

2.
 - (a) For City Fund and City's Cash operational property, where assets are no longer required, in whole or in part, for the provision of operational services for which they are currently held, a report on the circumstances must be made to the Operational Property and Projects Sub-Committee. This does not apply where lettings are an integral part of the service e.g. market or housing tenancies.

 - (b) For Bridge House Estates operational property, where assets are no longer required for use by the charity, a report on the circumstances must be made to the Bridge House Estates Board.

57. Freehold Disposals

1. Disposals of freeholds subject to 2000 year leases and of former freehold highway land shall for City Fund and City's Cash be subject to the approval of the Property Investment Board (investment property assets) or the Operational Property and Projects Sub-Committee (for non-investment property assets), and for Bridge House Estates be subject to the approval of the Bridge House Estates Board.

2. All other freehold disposals shall require the following approvals:-

City Fund and City's Cash:-

Anticipated Receipt	Approval By	
	<i>Investment Property Asset</i>	<i>Non-Investment Property Asset</i>
Less than £1,000,000	Property Investment Board	Officer Delegation
£1,000,000 to less than £5,000,000	Property Investment Board and Finance Committee	Officer Delegation
£5,000,000 and above	Property Investment Board, Finance Committee and Court of Common Council	Operational Property and Projects Sub-Committee and Court of Common Council

Bridge House Estates:-

Anticipated Receipt	Approval By	
	<i>Investment Property Asset</i>	<i>Non-Investment Property Asset</i>
Less than £5,000,000	Bridge House Estates Board	Officer Delegation
£5,000,000 and above	Bridge House Estates Board and Court of Common Council	Bridge House Estates Board and Court of Common Council

58. Leasehold Disposals/Surrenders

1. All lettings shall be subject to the following:-

- (a) lettings for a period of 30 years or less, including lease renewals and the grant of easements, wayleaves and similar arrangements as well as all rent reviews, shall be solely subject to the approval of the Committee having control of such property or any properly authorised Officer (under the scheme of delegations):-
- (b) for City Fund and City's Cash the grant of any lease at less than full rack rental value for a period of 175 years or less (including optional extensions of term) shall require the approval of the Property Investment Board (investment property assets) or the Operational Property and Projects Sub-Committee (for non-investment property assets), any premium being subject to the following approvals:-

City Fund and City's Cash:-

Anticipated Premium Receipt (1) (2)	Approval By	
	<i>Investment Property Asset</i>	<i>Non-Investment Property Asset</i>
Less than £2,500,000	Officer Delegation	Officer Delegation
£2500,000 to less than £5,000,000	Property Investment Board and Finance Committee	Operational Property and Projects Sub-Committee
£5,000,000 and above	Property Investment Board, Finance Committee and Court of Common Council	Operational Property and Projects Sub-Committee and Court of Common Council

- (c) for Bridge House Estates the grant of any lease at less than full rack rental value for a period of 175 years or less (including optional extensions of term) shall require the approval of the Bridge House Estates Board, any premium being subject to the following approvals:-

Bridge House Estates:-

Anticipated Premium Receipt (1) (2)	Approval By	
	<i>Investment Property Asset</i>	<i>Non-Investment Property Asset</i>
Less than £5,000,000	Bridge House Estates Board	Bridge House Estates Board
£5,000,000 and above	Bridge House Estates Board and Court of Common Council	Bridge House Estates Board and Court of Common Council

(1) For the purpose of these Standing Orders 'receipt' means receipt by the City of London Corporation.

(2) And where the rent is no more than £1,000,000

- (d) the granting of long leases for a peppercorn rent without a premium, where there are no additional financial implications, for example, leases for substations with UKPN, will be approved as per the Scheme of Delegations to officers.

59. Variations

- Minor variations (i.e. those which do not affect the open market value of the property) to the terms of ground lease restructurings, disposals, acquisitions and other transactions, or to leases being taken by the City of London Corporation as tenant (whether as trustee of Bridge House Estates or otherwise), and where the variations are necessary to complete the transaction expediently shall be subject solely to the approval of the Committee having control of such property or any properly authorised Officer.
- Other variations to the terms of an existing lease, tenancy, licence or other agreement relating to property shall be subject to the following approvals:

Variation to lease income*	Premium Receipt*	For City Fund and City's Cash - Approval by	For Bridge House Estates – Approval by
Less than plus or minus 15%	Less than 12 months' income	Officer delegation	Officer Delegation
More than plus or minus 15%	More than 12 months' income	Committee controlling the property and Finance Committee.	Bridge House Estates Board
-	Any premium more than £2,500,000	Committee controlling the property, Finance Committee and Court of Common Council	Bridge House Estates Board and Court of Common Council

**Whichever is the higher value between the variation to lease income and anticipated premium receipt.*

60. Disposals Subject to Planning Agreements

When land held by the City of London Corporation as freeholder (whether as trustee of Bridge House Estates or otherwise) is approved for redevelopment subject to a planning agreement under Section 106 of the Town & Country Planning Act 1990, the following shall be solely subject to the approval of the Committee having control of such property or any properly authorised Officer:-

- (a) the inclusion of a condition within any disposal that the freeholder or lease holder must adhere to the terms of the planning agreement; and,

- (b) consenting to the City Corporation's land being bound by the planning obligations in the planning agreement.

PART 10 – Staff

61. Employee Handbook

The City of London Corporation's employment terms and conditions and the Code of Conduct for employees are contained within the Employee Handbook which is maintained by the Corporate Services Committee.

62. Officers

1. No person shall be eligible to be appointed or elected by the Court to any paid office if that person:-
 - (a) is a Member of the Court;
 - (b) has been a Member of the Court within 12 calendar months of the election, unless the paid office or situation has become vacant since the person ceased to be a Member of the Court.
2. If any person holding any place of emolument in the gift or appointment of the Court accepts the office of Alderman or Common Councilman of the City, their place shall be immediately vacated.
3. The creation of posts of Grade I or above requires the approval of the appropriate Chief Officer, the Corporate Services Committee and the Court of Common Council. The re-designation of posts of Grade I and above, where there are no grading implications, must be referred to the Town Clerk or the Service Committee where appropriate.

63. Appointments

1. All appointments for Chief Officer posts are subject to the City Corporation's Chief Officer Appointment Procedure, subject to the appointment of the following posts being made by the Court of Common Council:-
 - Town Clerk & Chief Executive
 - Chamberlain
 - Commissioner of the City of London Police
 - Comptroller & City Solicitor
 - Remembrancer
2. All appointments for designated Deputy Chief Officer posts are subject to the Chief Officer Appointment Procedure.
3. A Member of the Court shall not request for any person any appointment with the City of London Corporation, but this shall not preclude a Member from giving a written testimonial of a candidate's ability, experience or character to the City of London Corporation with or in connection with an application for appointment.
4. Each Member and senior employee of the City of London Corporation shall disclose to the Town Clerk any relationship known to them to exist between themselves and any person whom they know to be a candidate for an appointment with the City of London Corporation. The Town Clerk shall report to the Common Council, the Committee or the Chief Officer making the appointment any disclosure made to him under this Standing Order.

(N.B. For the purposes of this Standing Order, 'senior employee' means the Chief Officer, their deputy, or an employee making the particular appointment, and persons shall be deemed to be related if they are husband and wife or if either of them or the spouse of either of them is the son or daughter or grandson or granddaughter or brother or sister or nephew or niece of the other, or of the spouse of the other, including in each case step or adoptive relationships).

64. Disciplinary Action

1. In the following paragraphs:
 - (a) “Chief Finance Officer”, “Disciplinary Action”, “Head of the Authority’s Paid Service” and “Monitoring Officer” have the same meaning as in regulation 2 of the Local Authorities (Standing Orders) (England) Regulations 2001.
 - (b) “Relevant Officer” means the Head of Paid Service (Town Clerk), Chief Finance Officer (Chamberlain) or Monitoring Officer (Comptroller and City Solicitor), as the case may be.
 - (c) “Commissioning Chairs/Chairmen” means the Chairs/Chairmen of the Policy and Resources Committee, Finance Committee and Corporate Services Committee.
 - (d) “independent person” means a person appointed under section 28(7) of the Localism Act 2011.
 - (e) “the Panel” means a Committee appointed by the Court of Common Council under section 102(4) of the Local Government Act 1972 for the purposes of advising the Court of Common Council on matters relating to the dismissal of Relevant Officers of the City of London Corporation.
 - (f) “Relevant Meeting” means a meeting of the Court to consider whether or not to approve a proposal to dismiss a Relevant Officer.
 - (g) “The Regulations” mean the Local Authorities (Standing Orders) (England) (Amendments) Regulations 2015.
 - (h) “Local Government Elector” means a person registered as a local government elector in the register of electors for the City of London Corporation in accordance with the Representation of the People Acts.
2. A Relevant Officer may not be dismissed by the City of London Corporation unless the procedure set out in the following paragraphs is complied with.
3. Any complaints regarding a Relevant Officer will be considered by the Commissioning Chairs/Chairmen. The Commissioning Chairs/Chairmen will manage and oversee the investigation of these complaints and determine the appropriate action to take.
4. Where the Commissioning Chairs/Chairmen consider there is a case to be answered that could result in dismissal, a meeting of the Panel will be convened.
5. If the Commissioning Chairs/Chairmen then recommend the dismissal of a Relevant Officer, the Regulations require that the decision to dismiss is approved by the Court of Common Council. The Regulations require that the Court of Common Council considers:

- (a) any advice, views or recommendations of a properly appointed Panel (the Statutory Officer Review Panel);
- (b) the conclusions of any investigation into the proposed dismissal; and
- (c) any representations from the Relevant Officer.
6. The Court of Common Council must invite relevant independent persons to be considered for appointment to the Panel, with a view to appointing at least two such persons to the Panel. "Relevant independent person" means any independent person who has been appointed by the Court of Common Council or, where there are fewer than two such persons, such independent persons as have been appointed by another authority or authorities as the Court of Common Council considers appropriate. This role will be fulfilled by the Independent Persons appointed to the Independent Appeals Panel.
7. The Statutory Officer Review Panel comprises the following Members of the Court of Common Council:
- The Chief Commoner;
 - Chair/Chairman of Planning and Transportation Committee;
 - Chair/Chairman of Port Health and Environmental Services Committee;
 - Chair/Chairman of the Markets Board Committee;
 - Chair/Chairman of the City of London Police Authority Board;
 - two Independent Persons appointed to the Independent Appeals Panel.
8. The Regulations state that the Independent Persons must be appointed to the Panel in accordance with the following priority order (subject to such relevant independent persons accepting the invitation):
- (a) a relevant independent person who has been appointed by the Court of Common Council and who is a local government elector;
- (b) any other relevant independent person who has been appointed by the Court of Common Council;
- (c) a relevant independent person who has been appointed by another authority or authorities.
9. The Court of Common Council must appoint any Panel at least 20 working days before the relevant meeting. In the event that this requirement sets a deadline for appointment of the Panel which falls between the first meeting of the Court of Common Council in any municipal year and the election of the Chair/Chairman of any of the Committees specified at Standing Order 64(7), the Chair/Chairman of the Committee for the previous municipal year will be considered to continue to serve as the Chair/Chairman of the Committee and therefore be appointed to the Panel.

10. The role of the Panel is to review the findings of the disciplinary investigation and report of the Commissioning Chairs/Chairmen including any representations made by the Relevant Officer. The Panel is then to provide its advice, views or recommendations to the Commissioning Chairs/Chairmen.
11. Any remuneration, allowances or fees paid by the City of London Corporation to an independent person appointed to the Panel must not exceed the level of remuneration, allowances or fees payable to that independent person in respect of that person's role as independent person under the Localism Act 2011.
12. If dismissal is proposed, the Commissioning Chairs/Chairmen will report to the Court of Common Council with the findings of the investigation and the advice, views or recommendations of the Panel. The Relevant Officer will have the opportunity to make representations. Any action to dismiss the officer must be agreed through a vote of the Court.
13. Officers shall ensure that consideration of any disciplinary action relating to a Statutory Officer, including possible dismissal, shall comply with the provisions contained within the City of London Corporation's Statutory Officer Disciplinary Procedure.

PART 11 – The City Seal

65. Affixing the Seal

1. The City Seal shall not be fixed to any document unless:-
 - (a) the document has been approved by one of the Law Officers;
 - (b) the sealing has been authorised by a resolution of the Court or of a Committee to which the Court has delegated its powers on its behalf.
2. A resolution of the Court (or of a Committee thereof where that Committee has the power) to authorise the acceptance of any tender, the purchase, sale, letting or taking of any property; the issue of any stock; the presentation of any petition, memorial, or address; the making of any rate or contract; or any other matter, shall be a sufficient authority for sealing any document necessary to give effect to the resolution.
3. The affixing of the City Seal shall be attested by the Town Clerk or by their duly appointed representative or by the Comptroller & City Solicitor or by their duly appointed representative.

66. Register of Documents Sealed

The Town Clerk shall keep a Register recording details of each sealing.

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Report – Planning and Transportation Committee

Traffic Order Review

To be presented on Thursday 27th April 2023

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

SUMMARY

In May 2022, following a Motion passed in April 2022 by the Court of Common Council, your Planning & Transportation Committee tasked officers with reviewing all traffic management orders (TMOs) currently in effect on the City's streets, which amounts to 755 TMOs covering around 1564 individual restrictions and measures.

As Members will be aware, the review is proceeding in three stages:

- Stage 1 – Compile an index of all experimental and permanent traffic management orders (orders)
- Stage 2 – Review orders and measures using the outputs from the data collection exercise and against the outcomes of the Transport Strategy
- Stage 3 – Implementation of any modifications identified

Stages 1 and 2 are now complete. Stage 2 was split into two parts. Stage 2a involved a desktop review to score all 1299 non-excluded orders and measures. The 78 highest-ranking orders were then the subject of site visits and further investigation for Stage 2b (Appendix 1).

WSP, the consultants appointed to undertake the review, have recommended modifications or that we consider modifications to 36 orders. Officers have identified a further 32 orders that could benefit from amendments to improve the way they support delivery of Transport Strategy outcomes (Appendix 5).

A new programme will now be established to assess the recommendations and, where appropriate, deliver the necessary changes. Changes may also be delivered as part of existing or planned projects.

Officers will continue to investigate issues or concerns relating to orders and measures as identified or when raised by members, the public and stakeholders, including the City of London Police.

RECOMMENDATIONS

That this Honourable Court:-

1. **Notes** the outcome of the review, including the recommendations for the 78 traffic orders and measures that were the subject of Stage 2b detailed investigations (as set out at Appendix 1).
2. **Notes** that officers have identified an additional 32 traffic orders and measures that

could benefit from amendments to improve the way they support delivery of Transport Strategy outcomes (see Appendix 5).

3. **Notes** that implementation of any modifications identified (Stage 3) will be taken forward through a new programme or within existing and planned projects, subject to funding and approvals.
4. **Agrees** to allocate the remaining unspent amount of £300,000 towards the delivery of changes to the traffic orders identified in Stage 3 of the review that are not being progressed as part of existing or planned projects. Where additional funding beyond this allocation is required, it will be subject to the usual process.
5. **Agrees** not to proceed any further with the review of TfL's traffic orders and measures on the Transport for London Road Network.

MAIN REPORT

Background

1. In May 2022, following a motion passed by the Court in April, officers were tasked by the Planning & Transportation Committee with reviewing all Traffic Management Orders (TMOs) in the City. The review follows the approved three stage approach.
 - Stage 1 – Compile an index of all experimental and permanent traffic orders
 - Stage 2 – Review traffic orders using the outputs from the data collection exercise and against the outcomes of the Transport Strategy
 - Stage 3 – Implementation of any modifications identified
2. WSP consultants were appointed at the end of May 2022 to assist with the task of undertaking the traffic order review.
3. In September and October 2022, your Planning & Transportation Committee and the Court of Common Council agreed the broad methodology for Stage 2. Members also agreed that the following categories of traffic orders would be excluded from the review:
 - Experimental Orders
 - Disabled, Doctor's, and Diplomatic parking bays
 - Streets with only double yellow line restrictions
 - Traffic orders which enable the creation of traffic free public spaces
4. Members agreed to extend the deadline to complete the traffic order review from December 2022 to March 2023, with a final report to be submitted to the Court of Common Council in April 2023. This was to allow more time for officers to complete the review given the size of the task involved, and to give the Streets & Walkways Sub-Committee the opportunity to inform and scrutinise the review process.
5. Stage 2 of the traffic order review was split into two parts. Stage 2a involved a desktop review of all 1299 non-excluded orders and measures, assessing them against the agreed scoring criteria.
6. In November, Members of the Streets & Walkways Sub Committee approved the scoring approach to be used for Stage 2a. This included using a red/amber/green (RAG) status to score each category of traffic order against the Transport Strategy outcomes. Full details of the scoring approach used for Stage 2a are provided in Appendix 2.

7. In January 2023, Members of the Streets & Walkways Sub-Committee reviewed and agreed the list of 78 highest-ranking measures / orders, which would undergo site visits and further investigation at Stage 2b.
8. The detailed review of the orders / measures in Stage 2b was undertaken by WSP who carried out site visits to identify any issues and potential modifications to orders. An example of the site visit reporting proforma is provided in Appendix 3.
9. We have requested but have not yet received details of any Transport for London (TfL) traffic orders that apply to the Transport for London Road Network (TLRN) in the City.
10. The City Corporation has no powers to implement or make changes to traffic orders on the TLRN or to direct TfL to do so. Given this and the relatively limited nature of changes identified in the review of City Corporation traffic orders, it is recommended that we do not proceed with any further review of traffic orders on the Transport for London Road Network.
11. Officers routinely investigate and liaise with TfL whenever issues with the TLRN are raised by members, the public or stakeholders, and will continue to do so. Officers will also continue to actively engage and respond to TfL projects and Traffic Order consultations and significant issues reported to Members.
12. A summary of the stages for the traffic order review and the decisions made is shown in Appendix 4.
13. The traffic order review has also resulted in the creation of an electronic index of all active orders in the City, which will be updated and maintained to help with the development and enforcement of future projects and traffic schemes.

Current Position

14. Stage 2b is now complete and concludes the review.
15. WSP's recommendations are summarised in Appendix 1. WSP have recommended modifications or consider modifications to 36 orders, of these:
 - a. 30 involve changes to waiting and loading restrictions
 - b. 2 involve changes to compulsory movements
 - c. 1 involves changes to a one-way operation
 - d. 1 involves changes to one way (TMO type) to enable camera enforcement
 - e. 1 involves changes to pedestrian zone hours.
 - f. 1 involves changes to parking places
16. While the review was being carried out, officers have also identified a number of traffic orders and measures that could benefit from amendments to improve the way they support delivery of Transport Strategy outcomes. These are listed in Appendix 5. This was separate to the main review, however, potential changes will be considered within the same programme that will implement any changes arising from the main review.
17. 32 orders have been identified through this exercise, of these:
 - a. 13 involve changes to lengths of road closures
 - b. 6 involve changes to the operational hours of 'no motor vehicles'

- c. 3 involve changes to bus lane operational hours
- d. 3 involve changes to waiting and loading restrictions
- e. 2 involve changes to bus stop clearways (remove redundant stops)
- f. 1 involves a closure that has a TMO but hasn't been implemented
- g. 1 involves removal of a doctors parking Bay
- h. 1 involves allowing cycles outside of market hours
- i. 1 involves changes to one way operation (extending)
- j. 1 involves changes to an area weight limit (HGV ban)

Public, stakeholder and member feedback

18. Public surveys and focus groups were carried out as part of both this review and the ongoing review of the Transport Strategy.

Public survey

19. SYSTRA were commissioned to undertake a public sentiment survey, which ran between Monday 28th November and Friday 19th December 2022. The survey was delivered through a combination of telephone interviews, an online panel, and face-to-face interviews in the Square Mile. A representative sample of 981 respondents were reached, including:
- 693 workers;
 - 49 visitors;
 - 200 residents (representative by age and gender); and
 - 39 students.
20. Topics covered in the survey included key challenges and barriers faced by residents, workers, students and visitors while travelling to, from and around the City alongside specific questions on public priorities and key areas and streets requiring change.
21. Overall, perceptions of transport and the walking environment within the City of London are positive. The vast majority of respondents find travelling to/from and around the City easy, with older respondents tending to find this more difficult than younger respondents. Issues raised included:
- Congestion on the road network;
 - Impacts of strikes;
 - Delays/cancellations to public transport; and
 - Crowding on public transport and streets.
22. Despite this, respondents were very supportive of the Transport Strategy's outcomes, ranking as highest priority (in order of rank):
- Creating streets that are accessible to all;
 - Making City streets a great place to walk; and
 - Making streets safer by reducing traffic collisions and road danger

23. As part of the public sentiment survey respondents were asked if they could pick one street that required improvement within the City of London, which street this would be and why.
24. 79 streets were highlighted through the survey and included in the order scoring in Stage 2a. Nearly all survey respondent feedback, both regarding the question above and regarding all other survey questions, was not specific to individual orders or measures. Any relevant feedback was applied at a street level to all orders or measures on the primary street mentioned in each response.

Focus groups

25. Engage Communicate Facilitate (ECF) were commissioned to undertake a two-stage focus group programme to discuss the future of transport in the Square Mile. The first stage included three focus groups held in November.
26. These groups were organised to gather feedback on specific issues from people who live, study, visit, and work in the City. Particular focus was given to recruiting participants who represented groups of people with protected characteristics, young people and early career professionals, and business leaders and executives.
27. Overall, 43 individuals registered to attend one or more of the three focus groups. 17 of these attended the focus group session, either virtually or in-person.
28. The main topics discussed by participants included:
 - Improving the attractiveness of the City
 - Getting around the City
 - Safety of City streets
 - Improving accessibility and inclusivity on City streets
 - Making City transport and public realm more sustainable
 - Improving information sharing between different sectors and agencies
 - Facilitating VIP access in the City
 - Improving public transport across the Square Mile and London
 - Increasing the number of open and public spaces in the City
 - Improving conditions for delivery drivers

Incorporation of Engagement Data

29. Feedback from both the public survey and focus groups were incorporated into the Traffic Order Review in Stage 2a. Almost no comments were made regarding the operation of specific traffic orders in the City and relatively few issues were raised regarding the types of measures implemented by different traffic orders.
30. This, alongside widespread support for the City's Transport Strategy outcomes gathered in the public survey, suggests most people feel the City's streets function relatively well and are supportive of the City Corporation's strategic priorities for improving our streets and public realm and reducing motor vehicle traffic.

Member engagement

31. In December, all Members were asked to highlight any issues relating to traffic management to help identify traffic orders that might require further review.
32. Three Members provided feedback. In summary, comments related to:
 - a. The need to review any streets that have plastic wands
 - b. The need to start with the assumption that all potential road users deserve access unless there is a clear reason to exclude or restrict them
 - c. The safety of contra-flow cycling on Rood Lane, Mincing Lane and Philpot Lane.
33. As the first two comments did not refer to specific locations these were scored for all streets with wands (except those under experimental traffic orders) and all streets with access restrictions. The measures enabling contraflow cycling on Rood Lane, Mincing Lane and Philpot Lane were scored accordingly. Only the one-way street order for Philpot Lane is included in the highest-ranked orders as Rood Lane and Mincing Lane did not score high enough to be reviewed further. However, officers will review these separately in the same way as we would usually review issues raised at any time by Members, the public or stakeholders.

Data

34. As detailed in Appendix 2 various data sources were used to inform the traffic order review.
35. City-wide trends in traffic volume data were also assessed to see if they indicate any strategic issues that could, at least in part, be addressed by amending certain types of traffic order. Overall, City-wide trend data did not indicate that there are any strategic issues needing addressed through the amendment of traffic orders. A summary of that assessment and the associated trend output data is provided below (and associated graphs can be found in Appendix 6).
36. The City Streets traffic survey (conducted roughly every other year since 1999) provides information on the volumes and types of traffic using the City's streets. Since 2016 the survey has been conducted over 24 hours rather than from 7:00-19:00 and since 2017 has counted people walking as well as vehicles.
37. The most recent traffic survey was conducted on 23 November 2022. In summary, traffic count data suggests all-day motor vehicle volumes are at approximately 80% of pre-pandemic levels (2019), all-day cycling volumes are at 102% of pre-pandemic levels and all-day pedestrian levels are at 63% of pre-pandemic levels. These figures include both local and through traffic.
38. As in 2019, people cycling represented the single largest vehicular mode counted during peak times on City streets. Similarly, people walking represented more than half of all count observations during peak times. Walking remains by far the main way that people travel on the City's streets.
39. A breakdown of changes in volumes of vehicles and pedestrians counted from 2019 to 2022 can be found in Table 1 below. With the exception of cycles, all other modes are below pre-pandemic levels.

Table 1 – Change in volumes of vehicles and pedestrians counted from 2019 to 2022 at 30 count sites across the City (various time periods, Autumn counts, increases indicated by underline)

	Cars and PHVs			Taxis			Vans			Lorries		
	7am - 7pm	7pm - 12pm	All-day	7am - 7pm	7pm - 12pm	All-day	7am - 7pm	7pm - 12pm	All-day	7am - 7pm	7pm - 12pm	All-day
Change since 2019	-17.5%	-22.5%	-20.5%	-18.0%	-39.9%	-25.2%	-7.9%	-1.4%	-9.2%	-9.4%	-19.2%	-14.6%
	Buses and Coaches			Motorcycles			Cycles			Pedestrians		
	7am - 7pm	7pm - 12pm	All-day	7am - 7pm	7pm - 12pm	All-day	7am - 7pm	7pm - 12pm	All-day	7am - 7pm	7pm - 12pm	All-day
Change since 2019	-20.4%	-12.9%	-16.8%	-37.2%	-38.9%	-35.0%	-6.3%	<u>35.0%</u>	<u>1.9%</u>	-35.2%	-33.0%	-34.6%

40. Long term trends observed from count data taken from 12 sites across the City since 1999 show motor vehicle volumes continuing to decline and cycle volumes continuing to increase (Figure 2, Appendix 6). Motor vehicle volumes have fallen by 64% since 1999 while cycle volumes have increased by 386%.
41. Analysis of the proportions of different vehicle types (counted at 30 sites across the City) found relatively little change in the overall composition of vehicular traffic between 2019 and 2022, with the exception of motorcycles (Figure 3, Appendix 6).
42. In 2019 cars and private hire vehicles (PHVs) (which are counted in a single group as they aren't distinguishable in standard traffic counts) were the single largest category of daytime vehicular traffic on City streets making up 27% of all traffic. In contrast, in 2022 cycles were the single largest category of daytime vehicular traffic on City streets making up 27% of all traffic. Cycles also make up over 40% of vehicular traffic during the morning and evening peak hours.
43. During our engagement activities several people raised specific concerns regarding post-pandemic taxi availability. Comparisons of traffic count data from 2019 and 2022 show that taxi volumes in the City are at or close to prepandemic levels during the morning peak and begin to decline from 11:00 onwards. Taxi volumes are considerably lower after the evening peak and decline significantly between 18:00 and midnight (Figure 4, Appendix 6).
44. This data suggests that the most significant changes to taxi volumes (and hence availability) occur outside of timed restrictions that are implemented through traffic orders (generally 7am-7pm, such as those at Bank).

Next steps

45. A new programme will be established to assess the recommendations from WSP and where appropriate, deliver the necessary changes, this may require additional funding beyond the current £500,000 allocated towards the review. Changes may also be delivered as part of existing or planned projects.
46. This programme will also incorporate the 32 orders or measures identified by officers that could benefit from amendments to improve the way they support delivery of Transport Strategy outcomes.
47. In the time available from receiving the outcome of the Stage 2b from WSP and preparing this report it has not been possible to establish a budget or timeframe for delivering this programme.
48. Officers will continue to investigate issues or concerns relating to traffic orders as identified or when raised by members, the public and stakeholders, including the City of London Police.

Corporate & Strategic Implications:

49. Strategic implications: The traffic order review takes account of the Corporate Plan, Transport Strategy and Climate Action Strategy as well as other relevant strategies and initiatives including Destination City.
50. The results of data collection, analysis and engagement will also be used to inform the ongoing reviews of the Transport Strategy and City Plan.
51. Financial implications: A budget of up to £500,000 (from the On-Street Parking Reserve) was allocated to cover the costs of data collection and analysis, engagement, and consultancy support required for the review. £200,000 has been spent or committed so far.
52. The remaining unspent funds will be used to deliver changes to traffic orders (Stage 3 of the review) that are not being progressed as part of existing or planned projects. However, additional funding beyond this allocation may be required following detailed appraisal of each traffic order change.
53. Resource implications: Resources for delivering the recommended changes will either be accommodated within the Network Performance teams (for changes that are not covered by existing or planned projects) or the Projects & Programmes team (for changes that can be accommodated within exiting or planned projects). Some prioritisation of existing activity may be required but we do not expect a significant impact on delivery of other Transport Strategy and Climate Action Strategy projects and initiatives.
54. Legal implications: There were no legal implications during Stages 1 and 2 of the review. Any changes proposed to be promoted during Stage 3 will be subject to the usual statutory due process for authorising, making and consulting on traffic orders and considering of any objections. Legal review of large numbers of orders may require additional legal resource.

55. Risk implications: There were no significant risks for Stages 1 and 2 of the review. The process of making a traffic order is open to legal challenge, including via judicial review. The risks of legal challenge will be considered during Stage 3.
56. The review considers the effect of traffic orders on measures to mitigate the following Corporate and Departmental risks:
 - CR30 – Climate Action
 - CR21 – Air Quality
 - ENV-CO-TR 001 – Road Safety
57. Equalities implications: Equalities implications are considered throughout the review process. Stages 1 and 2 did not require an Equalities Impact Assessment. Changes to be delivered during Stage 3 may be subject to Equalities Impact Screening and Assessments.
58. Climate implications: The traffic order review takes account of the Climate Action Strategy and may identify opportunities to further support delivery of the transport elements of the strategy. Where applicable, any further climate implications will be considered at Stage 3.
59. Security implications: Some traffic orders have been made to enable the delivery of security measures. However, no traffic orders that have security implications progressed to stage 2b for detailed analysis.

Conclusion

60. The traffic order review included a desktop review and ranking of 1299 traffic orders. Site visits and detailed investigations were undertaken for the 78 highest ranking measures. Modifications to 36 orders have been recommended by WSP, the consultants appointed to undertake the review.
61. In addition, officers have identified 32 orders that could benefit from amendments to improve the way they operate to support delivery of the Transport Strategy.
62. A new programme will be established to assess the recommendations from WSP as well as those identified by officers, and where appropriate deliver the necessary changes. This may require additional funding beyond the remaining budget of £300,000. Changes may also be delivered as part of existing or planned projects.
63. In the time available from receiving the outcome of the review and preparing this report it has not been possible to establish a budget or timeframe for delivering the change.
64. The relatively minor nature of changes identified suggests the majority of TMOs appear to be functioning well and are working as intended. Officers will continue to investigate issues or concerns relating to TMOs as identified or when raised by members, the public and stakeholders, including the City of London Police.

Appendices

- Appendix 1 – List of TMOs that have undergone a detailed review and site visit, and recommendations for amendment, revocation and/or requiring further review.
- Appendix 2 – Stage 2a Scoring approach in detail.
- Appendix 3 - Example of Stage 2b detailed assessment pro-forma
- Appendix 4 – Timeline of stages, processes and decisions for the TMO review
- Appendix 5 –List of TMOs where opportunities have been identified for amendments which could result in them better supporting Transport Strategy outcomes, irrespective of their overall final scores and rankings.
- Appendix 6 – Charts illustrating transport mode trends across the City

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

DATED this 7th day of March 2023.

SIGNED on behalf of the Committee.

Deputy Shravan Joshi
Chairman, Planning and Transportation Committee

Appendix 1 - Recommendations from detailed Stage 2b assessments

Section A – Orders recommended for modification

TMO Restriction	Aldersgate Street - Waiting and Loading
Relevant traffic orders	3083
Ward(s)	Aldersgate, Farringdon Within
Site assessment	<p>No waiting at any time restrictions operate for the entire length of the road.</p> <p>South of Beech Street loading is permitted throughout. A loading vehicle has potential to create a dangerous obstruction on this busy multi-lane road.</p> <p>North of Beech Street loading is banned at junctions and during peak hours elsewhere. This is appropriate for the environment.</p>
Recommended changes and improvements	<p>Maintenance recommended to lining north of Beech Street.</p> <p>Review loading provision south of Beech Street. Ban loading throughout or create loading areas where safe to do so.</p>

TMO restriction	Apothecary Street - Waiting and Loading
Relevant traffic orders	3093
Ward(s)	Farringdon Within
Site assessment	<p>No Waiting restrictions have no sign and are isolated from any local CPZ controls due to the TLRN, and are therefore unenforceable.</p> <p>As there are no loading restrictions in place, static vehicles at the kerbside can obstruct sightlines to vehicle entrances and of pedestrian walking route to stairs leading to/from Waithman Street.</p>
Recommended changes and improvements	<p>Provide upright signs on both sides indicating hours of restriction as stated in the current Waiting and Loading Restrictions Traffic Order (TMO) item for this street. Alternatively upgrade SYL to 'at any time' (double yellow lines') throughout, via TMO Amendment, obviating the need for upright signs.</p> <p>Consider introducing no loading restrictions to provide improved sightlines at junction.</p>

TMO restriction	Beech Street - Waiting and Loading
Relevant traffic orders	2682
Ward(s)	Cripplegate, Aldersgate
Site assessment	<p>At any time waiting restrictions throughout – no issues.</p> <p>No loading restrictions other than ‘at any time’ at points within mandatory cycle lane extents. Unclear what purpose these serve where there are no frontages at which loading/unloading may take place.</p> <p>Single blips (sign with times missing) at junction. Loading at these locations would obstruct the cycle lane and force cycles into the main traffic flow.</p>
Recommended changes and improvements	Introduce ‘at any time’ loading restrictions throughout for consistency and to maintain safety and traffic flow.

TMO restriction	Bear Alley - Waiting restrictions
Relevant traffic orders	3108
Ward(s)	Farringdon Within
Site assessment	<p>No Waiting restrictions have no sign and are isolated from any local CPZ controls due to the TLRN, and are therefore unenforceable. No way for drivers to know when the restrictions operate.</p> <p>Static vehicles will wholly obstruct the carriageway at any time.</p>
Recommended changes and improvements	<p>Suggest upright signs are provided (affixed to wall) on both sides indicating hours of restriction as stated in the current Waiting and Loading Restrictions Traffic Order (TMO) item for this street, to make the restriction enforceable, or</p> <p>to ‘at any time’ (double yellow lines’) from the back of the footway of Farringdon Street, via TMO Amendment, obviating the need for upright signs referred to above.</p> <p>‘At any time’ loading restrictions should be considered if there is a persistent obstruction problem, as will allow for instant PCN issue.</p>

TMO restriction	Blackfriars Court - Waiting and Loading
Relevant traffic orders	3118
Ward(s)	Farringdon Within
Site assessment	<p>No Waiting restrictions have no sign and are isolated from any local CPZ controls due to the TLRN, and are therefore unenforceable.</p> <p>There are no loading restrictions in place, and static vehicles at the kerbside will wholly obstruct the carriageway. Some loading facility is required for adjoining hospitality business.</p>
Recommended changes and improvements	Provide upright signs on both sides indicating hours of restriction as stated in the current Waiting and Loading Restrictions Traffic Order (TMO) item for this street. Alternatively upgrade SYL to ‘at any time’ (double yellow lines’) throughout, via TMO Amendment, obviating the need for upright signs.

TMO restriction	Blackfriars Passage - Waiting and Loading
Relevant traffic orders	3120
Ward(s)	Farringdon Within
Site assessment	<p>Primarily an access road, which runs between two sections of TLRN. One way throughout. 'At any time' waiting restrictions throughout that part which is not TLRN.</p> <p>There are not any 'loading' restrictions in place. Narrow carriageway would be obstructed by a loading vehicle. Off-street space available.</p>
Recommended changes and improvements	Consider introduce no loading 'at any time' restrictions. Low priority.

TMO restriction	Devonshire Row - One-way
Relevant traffic orders	1698
Ward(s)	Bishopsgate
Site assessment	One-way south-eastbound traffic working for all vehicles. One-way working is providing out-of-hours vehicular access to hospitality and retail/service businesses. Road has insufficient width to support two-way working.
Recommended changes and improvements	Upgrade TMO to provide for CCTV enforcement of sign 616 contraventions at its junction with Devonshire Square.

TMO restriction	Devonshire Row - Prescribed routes
Relevant traffic orders	373
Ward(s)	Bishopsgate
Site assessment	Pedestrian zone 'no motor vehicles' restriction operating between 8 am and 6 pm on Monday to Friday
Recommended changes and improvements	Consider extending hours of operation and introducing CCTV enforcement. Consider using permit scheme (VRM whitelist) to manage deliveries to businesses.

TMO restriction	Devonshire Row - Waiting and Loading
Ward(s)	Bishopsgate
Relevant traffic orders	3183
Site assessment	<p>'At any time' waiting restrictions throughout that part which is not TLRN. There are no loading restrictions in place.</p> <p>Road surface does not well support markings.</p>
Recommended changes and improvements	Carriageway width does not support loading without obstructing passage of vehicles. Consider using 'pedestrian zone' signing protocol and repeater plates affixed to walls (see Item 6.3.2. of the TSM Chapter 3) rather than yellow lines to indicate the restriction.

TMO restriction	Eastcheap - Parking places
Wards(s)	Candlewick, Bridge, Billingsgate, Tower
Relevant traffic orders	4207, 2525
Site assessment	There are a relatively high number of parking places available which serve the shops and businesses.
Recommended changes and improvements	There is scope for additional kerbside provision, where carriageway width permits.

TMO restriction	Eastcheap - Waiting and Loading
Ward(s)	Candlewick, Bridge, Billingsgate, Tower
Relevant traffic orders	3193
Site assessment	Waiting and loading provision is applied inconsistently with a mix of bays and yellow lines without loading restrictions.
Recommended changes and improvements	Review loading options along entire road. Where loading would cause an obstruction e.g. opposite traffic islands and at junctions, introduce NLAAT. Where waiting or loading is viable consider introducing additional parking/loading places.

TMO restriction	Fleet Street - Waiting and loading restrictions
Ward(s)	Castle Baynard, Farringdon Without
Relevant Traffic orders	3203
Site Assessment	Waiting and loading currently restricted from 7am-7pm to prevent congestion. Outside of these hours vehicles could cause obstructions and restricting visibility at the junction. Particular risk at approach to Ludgate Hill junction.
Recommended changes and improvements	Change NL to NLAAT for 10 metres from the Ludgate Hill junction to prevent loading vehicles causing obstructions and contributing to collisions.

TMO restriction	Fleet Street - Prohibited and compulsory movements
Ward(s)	Castle Baynard, Farringdon within, Farringdon Without
Relevant Traffic orders	2936, 2698
Site Assessment	Cyclist collision has been recorded in this location.
Recommended changes and improvements	Introduce right turn ban from Whitefriars Street onto Fleet Street to minimise collisions with cyclists.

TMO restriction	Fenchurch Street - Waiting and Loading
Ward(s)	Langbourn, Candlewick, Bridge, Billingsgate, Tower, Aldgate
Relevant traffic orders	3198
Site assessment	<p>No Waiting at any time restriction is applied for the entire length of the road, which is appropriate.</p> <p>Loading restrictions are applied inconsistently along the length, with no clear pattern.</p> <p>The blips are also faded and potentially missing entirely in some areas.</p>
Recommended changes and improvements	<p>As a minimum repaint existing loading blips for clarity. If the existing layout is to be retained and install upright signs with arrows to delineate exactly which stretches of kerb the restrictions apply in.</p> <p>Consider reviewing the loading and applying a consistent layout throughout which will be easier for drivers to understand and adhere to. Preventing loading at junctions to be a priority.</p>

TMO restriction	Great Tower Street - One-way
Ward(s)	Tower, Billingsgate
Relevant traffic orders	1714
Site assessment	One way restriction is defined for the eastbound traffic in the TMO but not signed as island physically enforces it.
Recommended changes and improvements	Amend TMO to remove obsolete restriction.

TMO restriction	Gresham Street - Waiting and Loading
Ward(s)	Bassihaw, Cheap, Aldersgate, Coleman Street, Walbrook
Relevant traffic orders	3234
Site assessment	Loading is currently permitted during off peak hours at junction with St. Martin's le Grand, which has potential to obstruct traffic flow at a busy junction.
Recommended changes and improvements	Introduce no loading at any time at hours at junction with St. Martin's le Grand. Review risk at all other junctions and add no loading at any time where required.

TMO restriction	Holborn - Waiting and Loading
Ward(s)	Farringdon Without
Relevant traffic orders	2812
Site assessment	<p>Junction with Greys Inn Road No loading single blips (sign with times missing) at junction. Loading or taxi drop offs would cause an obstruction which would be negative for traffic flow and safety. Solution: Introduce loading ban at any time. Maintenance issue: No loading signs missing on southern carriageway at western end. Solution: Reinstate signs.</p> <p>Junction with Furnival Street Potential for loading vehicles to obstruct side road at junction onto major road. High volumes of pedestrians. Solution: Introduce no waiting or loading at junction. Consider a raised pedestrian crossing.</p> <p>No other issues identified.</p>
Recommended changes and improvements	<p>Introduce no waiting or loading at any time restrictions at junction with Furnival Street, in order to maintain site lines for vehicles entering the carriageway from Furnival Street.</p> <p>Introduce no waiting or loading at any time restrictions at junction with Greys Inn Road to prevent vehicles obstructing other vehicles passing through the junction.</p>

TMO restriction	Holborn Viaduct Waiting and Loading
Ward(s)	Farringdon Within, Farringdon Without
Relevant traffic orders	3248
Site assessment	<p>Waiting restrictions are effectively contributing to free flow of traffic.</p> <p>Loading restrictions only in place at the eastern end, despite a number of narrow sections where a loading vehicle would obstruct traffic.</p>
Recommended changes and improvements	Review loading restrictions and extend loading bans where it would be unsafe to stop.

TMO restriction	Leadenhall Street - Waiting and Loading
Ward(s)	Lime Street, Aldgate
Relevant traffic orders	3271
Site assessment	Waiting and Loading restrictions operating as intended. Ideally would restrict loading at junctions to maintain sightlines. Otherwise carriageway wide enough generally to accommodate loading.
Recommended changes and improvements	Review loading restrictions at junctions.

TMO restriction	Liverpool Street - Waiting and Loading
Ward(s)	Bishopsgate, Broad Street
Relevant traffic orders	3279
Site assessment	There is a high volume of taxis and delivery vehicles using the road, which require loading and waiting space. Raised carriageway in front of station entrance, double yellow line currently in place.
Recommended changes and improvements	Consider restricting loading at the junction with Bishopsgate to ensure vehicles and cyclists can manoeuvre safely. The site survey identified 2 x Doctor permit bays, these appeared to be unused and could be re-allocated for taxi/loading if no longer required. Consider banning loading in front of station to give priority to pedestrians.

TMO Restriction	Long Lane - Waiting and Loading
Ward(s)	Farringdon Within, Farringdon Without
Relevant traffic orders	3571, 3286
Site assessment	No waiting restrictions operate for the entire length of the road. No loading at any time restrictions are in place intermittently. Some of loading areas overlap with the advisory cycle lane which is detrimental to cyclists. Line markings are faded and require maintenance.
Recommended changes and improvements	Consider amending restrictions within the cycle lane to 'no waiting and no loading at any time' to minimise danger to cyclists. Maintenance is also recommended for faded markings.

TMO restriction	Ludgate Hill - Waiting and Loading
Ward(s)	Farringdon Within, Bread Street
Relevant traffic orders	3292
Site assessment	Ludgate Hill (1) Potential for vehicles to stop and load in approach to junction with TLRN, obstructing traffic flow and cycle ASL
Recommended changes and improvements	Introduce No loading at any time restrictions for 10 metres up to junction to maintain clear sight lines for all road users

TMO restriction	Ludgate Hill - Prohibited and Compulsory Movements
Ward(s)	Farringdon Within, Bread Street
Relevant traffic orders	1738
Site assessment	Ludgate Hill (2) Island and chicane formed by the checkpoint have a traffic calming effect. However, for cyclists they create a pinch point
Recommended changes and improvements	Review with Police whether checkpoint continues to be required. Consider widening carriageway and extending cycle lane throughout the length of road

TMO restriction	Ludgate Hill - Waiting and Loading
Ward(s)	Farringdon Within, Bread Street
Relevant traffic orders	3292
Site assessment	Ludgate Hill (3) Loading vehicles observed obstructing visibility for vehicles turning out of Creed Street and obstructing cycle lane
Recommended changes and improvements	Introduce loading ban for 10 metres at the junction with Creed Street to ensure clear line of sight for vehicles, cyclists and pedestrians at this junction.

TMO restriction	Ludgate Hill - Waiting and Loading
Ward(s)	Farringdon Within, Bread Street
Relevant traffic orders	3292
Site assessment	Ludgate Hill Loading permitted throughout including at junctions. Potential for obstructions and traffic flow issues.
Recommended changes and improvements	Introduce loading ban at peak times to maintain safety and traffic flow.

TMO Restriction	Moorgate - Waiting and Loading
Ward(s)	Coleman Street, Broad Street
Relevant traffic orders	3311
Site assessment	No waiting and no loading restrictions operate for the entire length of the road. Mixture of timings for the loading restrictions can be confusing. Loading restrictions within the cycle lane could present a danger due to potential conflict with cyclists. Line markings are faded and require maintenance.
Recommended changes and improvements	Review timings of loading restrictions and upgrade restrictions within cycle lane to be "no loading at any time". Maintenance recommended for faded markings.

TMO restriction	New Fetter Lane - Waiting and Loading
Ward(s)	Castle Baynard, Farringdon Without
Relevant traffic orders	3316
Site assessment	Waiting restrictions along the entire length but loading is permitted with the potential for obstructions. Dangerous overtaking around loading HGV was observed at slight bend in the road. Vehicle speeds high when congestion low in the off-peak.
Recommended changes and improvements	Introduction of a loading ban on all or part of the road recommended.

TMO restriction	Old Bailey - Waiting and Loading
Ward(s)	Farringdon Within
Relevant traffic orders	3329
Site assessment	There are loading restrictions in place on the northern section of Old Bailey, where congestion is greater. Loading is permitted on the less congested southern section. In order to reduce congestion and keep traffic moving consideration should be given to introducing loading restrictions on this section of the highway. Only restricting one side of the carriageway would be sufficient.
Recommended changes and improvements	Introduce loading ban on the southern section of Old Bailey.

TMO restriction	Pageantmaster Court - Waiting and Loading
Ward(s)	Farringdon Within
Relevant traffic orders	3336
Site assessment	Single yellow parking restrictions with no signs on road or surrounding roads. Raised table and double yellow lines in place to improve safety at junction with busy road. However, it is permissible to load, which could result in an obstruction and block sightlines.
Recommended changes and improvements	Provide repeater signs for the single yellow lines. Introduce loading ban on all arms of the junction recommended.

TMO restriction	Philpot Lane - Waiting and Loading
Ward(s)	Bridge
Relevant traffic orders	3341
Site assessment	Single yellow lines in place but no nearby signs to indicate the hours of operation. Waiting or loading on the west side of the carriageway would result in obstruction and could halt traffic.
Recommended changes and improvements	Install repeater signs with CPZ hours of operation. Consider loading restrictions on the west side of the carriageway.

TMO restriction	Queen Victoria Street - Waiting and loading
Ward(s)	Walbrook, Cordwainer, Vintry, Queenhithe, Bread Street, Castle Baynard, Farringdon Within
Relevant traffic orders	2727, 2725
Site assessment	<p>Queen Victoria Street is a key east-west distributor road in the City with high volumes of traffic. No waiting double yellow lines throughout the entire length.</p> <p>No loading restrictions in place east of Cannon Street where appropriate with sufficient gaps to facilitate deliveries.</p> <p>West of Cannon Street there are no 'loading' restrictions in place. Road is generally wider, however considering the volume and speed of traffic there remain risks of permitting vehicles to load. Especially at junctions.</p>
Recommended changes and improvements	Consider introducing 'no loading' restrictions at junctions as a minimum.

TMO restriction	Temple Avenue - Waiting and Loading
Ward(s)	Castle Baynard
Relevant traffic orders	3303
Site assessment	<p>Single yellow lines with no loading restrictions throughout. Narrow width of carriageway would result in obstruction if vehicles park on eastern side of carriageway. Single yellow lines where loading could take place on eastern side.</p> <p>Some collision potential at junction with Tudor Street.</p>
Recommended changes and improvements	Consider introducing no waiting and no loading at any time on eastern side of carriageway and at junction with Tudor Street.

TMO restriction	Turnagain Lane - Waiting and Loading
Ward(s)	Farringdon Within
Relevant traffic orders	3422
Site assessment	<p>Single yellow lines are isolated from any local CPZ controls due to the TLRN in Farringdon Street. No indication for drivers of when the restrictions operate.</p> <p>Contravention of and loading / unloading on, the single yellow line may potentially block the entrance and block vehicles in / out.</p>
Recommended changes and improvements	It is recommended that upright signs are provided (affixed to wall) on both sides indicating the hours of restriction as stated in the current Waiting and Loading Restrictions Traffic Order (TMO) item for this street. Alternatively, change the single yellow line to "at any time" (double yellow lines) from the back of the footway of Farringdon Street, via TMO Amendment, obviating the need for upright signs referred to above.

TMO restriction	Warwick Lane - Waiting and Loading
Ward(s)	Farringdon Within, Bread Street
Relevant traffic orders	3427
Site assessment	Vehicles observed parked along the road causing reduced visibility for oncoming drivers, especially cyclists, and congestion. However, with relatively low speeds it is unlikely to be a collision risk.
Recommended changes and improvements	Review locations for possible inset loading bays or install double blip “at any time” markings recommended.

TMO restriction	White Lion Hill - Waiting and Loading
Ward(s)	Castle Baynard, Queenhithe
Relevant traffic orders	1788
Site assessment	Waiting restriction in place throughout, presumably taking the default CPZ times of operation. However, due to the nature of the road it would be dangerous for vehicles to stop at any time.
Recommended changes and improvements	Recommended to change restriction to no waiting / loading “at any time”.

Appendix 1 - Recommendations from detailed Stage 2b assessments

Section B – Orders recommended no change

TMO Restriction	Aldersgate Street - Prohibited and Compulsory Movements
Relevant traffic orders	2876, 2678
Site assessment	A traffic island runs along the majority of the carriageway. Banned U-turn restrictions ensure the free flow of traffic and reduce the collision risk at signalised junctions.
Recommended changes and improvements	No changes to prohibited and compulsory movements recommended. Consider MTC camera enforcement to ensure good compliance to the restrictions.

TMO restriction	Aldgate High Street - Loading Bays
Relevant traffic orders	2742
Site assessment	High quality infrastructure. Appear to be operating effectively. Loading bays are effectively aiding deliveries in the area which has limited options for vehicles to stop. Bays are inset into pavement, preventing obstructions to the carriageway which would affect the efficiency of the road network and potentially safety. Obstructions would also impact cycle safety.
Recommended changes and improvements	No changes to loading bays recommended.

TMO restriction	Aldgate High Street - Waiting and Loading
Relevant traffic orders	3085
Site assessment	Waiting and loading at any time restrictions are effectively contributing to free flow of traffic, on a strategic route with high volumes of traffic observed throughout the day.
Recommended changes and improvements	No changes to waiting and loading recommended.

TMO restriction	Aldgate - Waiting and loading
Relevant traffic orders	3084
Site assessment	No issues directly related to the waiting and loading restrictions identified.
Recommended changes and improvements	None – but see items 1 and 2 in ‘other issues identified’ below.

TMO restriction	Aldgate High Street - Waiting and Loading
Relevant traffic orders	3085
Site assessment	Waiting and loading at any time restrictions are effectively contributing to free flow of traffic, on a strategic route with high volumes of traffic observed throughout the day.
Recommended changes and improvements	No changes to waiting and loading recommended.

TMO restriction	Beech Street - Prohibited and Compulsory Movements
Relevant traffic orders	3109
Site assessment	The restrictions are self-enforcing through segregating measures. Operate effectively to maintain safety and traffic flow.
Recommended changes and improvements	None.

TMO restriction	Bishopsgate - Prohibited and Compulsory Movements
Relevant Traffic Orders	2683
Site Assessment	Banned turns prevents vehicles crossing flow of traffic on a busy road and causing congestion or a collision risk.
Recommended changes and improvements	No changes to Prohibited and Compulsory Movements recommended.

TMO Restriction	Cannon Street - Waiting and Loading
Relevant traffic orders	3143
Site assessment	No waiting restrictions operate for the entire length of the road. Loading restrictions in place along the majority of the carriageway but with gaps to allow for deliveries. Restrictions appear to be operating effectively
Recommended changes and improvements	No changes to waiting and loading recommended

TMO Restriction	Cheapside - Waiting and Loading
Relevant traffic orders	3154
Site assessment	Along the majority of the road loading is restricted between 7am to 7pm, which balances the loading requirements of shops and businesses with the needs to minimise congestion. No waiting and no loading restrictions within sections of cycle lane minimises conflict between cyclists and motorists.
Recommended changes and improvements	No changes to waiting and loading recommended

TMO restriction	Fleet Street - Bus Priority
Relevant Traffic orders	2809
Site Assessment	Bus lane working as intended.
Recommended changes and improvements	No changes to bus priority recommended.

TMO restriction	Gracechurch Street - Prohibited and Compulsory Movements
Relevant traffic orders	2702
Site assessment	High quality infrastructure that is effectively contributing to traffic control in the area.
Recommended changes and improvements	No changes to Prohibited and compulsory movements recommended.

TMO restriction	Great Tower Street - Prohibited and Compulsory Movements
Relevant traffic orders	2703
Site assessment	Mandatory left turn except cycles south-eastbound at junction with Byward Street (TLRN). No entry (dia. 616) 'except cycles and authorised buses' sign facing traffic approaching from Byward Street. 'authorised buses' is a non-standard wording.
Recommended changes and improvements	Mandatory left turn No changes recommended. No entry Check for DfT authorisation. If none, suggest TSRGD 2016 variants 'except (local) buses' or 'except authorised vehicles' are used as an alternative – in the latter case, the TMO definition of 'authorised vehicles' may include whitelisted buses.

TMO restriction	Great Tower Street - Bus Priority
Relevant traffic orders	2810
Site assessment	No entry 'except cycles and authorised buses' present.
Recommended changes and improvements	No entry sign using non-standard wording, replace and use standard wording alternative.

TMO restriction	Great Tower Street - Waiting and Loading restrictions
Relevant traffic orders	3230
Site assessment	Waiting and loading restrictions operating efficiently to ensure the ongoing movement of traffic
Recommended changes and improvements	No changes to the restrictions recommended. Road markings worn out and need repainting.

TMO restriction	Holborn - Bus Priority
Relevant traffic orders	3246
Site assessment	Vehicles observed driving in the bus lane. No other issues directly related to the bus lane restriction identified.
Recommended changes and improvements	Consider traffic camera enforcement.

TMO Restriction	Holborn Circus - Waiting and Loading
Relevant traffic orders	3247
Site assessment	No waiting and no loading restrictions ensure there is no congestion around the junction due to obstructions. Restrictions within the cycle lanes also ensure no conflict with cyclists. Restrictions appear to be operating effectively.
Recommended changes and improvements	No changes to waiting and loading recommended.

TMO restriction	King William Street - Waiting and Loading
Relevant traffic orders	3260
Site assessment	There is a No loading Mon-Fri 7am-7pm restriction in place. This is appropriate for the conditions.
Recommended changes and improvements	No changes recommended.

TMO restriction	King William Street - Prohibited and Compulsory Movements
Relevant traffic orders	2706
Site assessment	Junction with Cannon Street, banned right turn eastbound into Cannon Street is appropriate for the conditions. However, the junction overall has high potential for collisions between cyclists and vehicles. A detailed review should be carried out including whether the Prohibited and Compulsory Movements could be improved. Between London Bridge and Eastcheap junction, cyclists approaching junction and turning left are vulnerable to collisions with vehicles, consider segregated cycle lane and advanced cycle phase at the lights.
Recommended changes and improvements	Detailed review required in collaboration with TfL of junction with Cannon Street, including banned right turn eastbound into Cannon Street.

TMO restriction	Lime Street - Waiting and Loading
Relevant traffic orders	3272
Site assessment	There are double yellow lines and 'No loading at any time' restrictions in place in sections throughout Lime Street which protect each of the junctions whilst permitting loading where it can be safely carried out.
Recommended changes and improvements	No changes recommended as the restriction are appropriate for the conditions. Refresh double kerb blips to ensure clarity and enforceability.

TMO restriction	Lombard Street - One Way
Relevant traffic orders	1738
Site assessment	Lombard Street (eastern end of road) One way with contraflow is appropriate due to narrow carriageway width. One way is effectively from the junction with George Yard to junction with Gracechurch Street (TLRN), however the signs are installed 50m down the road
Recommended changes and improvements	Install repeater sign at the junction with George Yard for clarity.

TMO restriction	Lombard Street - One Way
Relevant traffic orders	1738
Site assessment	Lombard Street (western end of road). One way with contraflow is appropriate due to narrow carriageway width. Contraflow contributes to the cycling Transport Strategy objective, encouraging cycling.
Recommended changes and improvements	No changes to this restriction are recommended.

TMO Restriction	London Wall - Waiting and Loading
Relevant traffic orders	3285
Site assessment	No waiting and no loading restrictions allow traffic to flow freely ensuring no congestion. Restrictions within the cycle lane ensure no conflict with cyclists. Restrictions appear to be operating effectively. Line markings are faded and require maintenance.
Recommended changes and improvements	Maintenance recommended only.

TMO Restriction	London Wall - Prohibited and Compulsory Movements
Relevant traffic orders	2708
Site assessment	Banned turns contribute to the free flow of traffic and reduce the collision risk at signalised areas. Prohibited contribute to the free flow of traffic and reduce the collision risk at signalised areas.
Recommended changes and improvements	No changes to prohibited and compulsory movements recommended

TMO restriction	London Wall - Prohibited and Compulsory Movements
Relevant traffic orders	2741
Site assessment	Junction with London Wall and Old Broad Street. Traffic travelling westbound is unable to turn left (except cycles) and unable to turn right (except loading and buses). However, due to the location of the signs and size of the junction this can be difficult to see.
Recommended changes and improvements	Advanced warning signs on approach, and MTC cameras to discourage contraventions, are recommended.

TMO restriction	Mansion House Street - Waiting and Loading
Relevant Traffic orders	3295
Site Assessment	Waiting and loading restrictions are effectively contributing to the free flow of traffic. Where vehicles are waiting the carriageway becomes narrow which could result in traffic obstructions.
Recommended changes and improvements	No changes to waiting and loading restrictions.

TMO restriction	Minories - Waiting and Loading
Relevant traffic orders	3303
Site assessment	Waiting and loading is prohibited along the length of the carriageway. This is appropriate for a key strategic road with high volumes of traffic. The loading needs of shops and other buildings is accommodated by multiple loading bays.
Recommended changes and improvements	The restrictions are operating as expected.

TMO Restriction	Moorgate - Prohibited and Compulsory Movements
Relevant traffic orders	2718, 2717, 2716
Site assessment	Prohibited and compulsory movements contribute to the free flow of traffic and reduce the collision risk at signalised areas. Banned U-turn restrictions no longer in place outside Moorgate station.
Recommended changes and improvements	No changes to prohibited and compulsory movements recommended. Review GIS and TMO to ensure they record banned U-turn restrictions accurately.

TMO restriction	New Bridge Street - Prohibited and Compulsory Movements
Relevant traffic orders	2719
Site assessment	Banned and prohibited turns at junctions with Bridewell Place and Ludgate Hill appear to be operating effectively.
Recommended changes and improvements	No recommendations for changes to these restrictions.

TMO restriction	New Street - Waiting and Loading
Relevant traffic orders	3318
Site assessment	Narrow carriageway, with loading vehicles and police vehicles often parked on yellow lines. The road is a dead end with no through traffic and limited parking options in the surrounding road.
Recommended changes and improvements	No changes to waiting and loading recommended. However, changing the “at any time” waiting restrictions for a permit parking zone rather than not enforcing police would be more consistent with TSRGD regulations.

TMO restriction	Old Broad Street - Waiting and Loading
Relevant traffic orders	3330
Site assessment	<p>South of London Wall Waiting and loading is in effect for the entire length, which is appropriate considering the narrow carriageway and one way traffic.</p> <p>North of London Wall Sections where loading permitted outside of shops, which is assessed to be appropriate.</p>
Recommended changes and improvements	No changes to waiting and loading recommended.

TMO restriction	Philpot Lane - One-Way
Relevant traffic orders	1758, 1820
Site assessment	One way restriction with a contraflow cycle exemption. Improves traffic flow and allows parking on east side of road.
Recommended changes and improvements	No changes recommended.

TMO restriction	Philpot Lane - Parking Places
Relevant traffic orders	2559, 4242
Site assessment	GIS discrepancies identified. The expected parking place was found to be split between taxi bays and a pocket park. These restrictions however have no issues.
Recommended changes and improvements	Review traffic orders to ensure bays are described accurately and restrictions are enforceable.

TMO Restriction	Poultry - Waiting and Loading
Relevant traffic orders	3351
Site assessment	No waiting and loading restrictions operate for the entire length of the road which ensures the traffic can flow freely and is not obstructed. Restrictions appear to be operating effectively.
Recommended changes and improvements	No changes to waiting and loading recommend.

TMO restriction	Prince's Street Waiting and Loading
Relevant traffic orders	3271
Site assessment	Waiting and Loading restrictions operating as expected. TMO states no loading at any time throughout, but not always visible on street which suggests blips have fully faded in places.
Recommended changes and improvements	No changes recommended.

TMO Restriction	Puddle Dock - Waiting and Loading
Relevant traffic orders	3357
Site assessment	No waiting and no loading at any time restrictions operate for the entire length of the road. Restrictions appear to be operating effectively.
Recommended changes and improvements	No changes to waiting and loading extents recommended. Review traffic orders and GIS to ensure all consistent with restrictions on street.

TMO restriction	Queen Street Place - Waiting and Loading
Relevant traffic orders	3359
Site assessment	Restrictions operating effectively throughout road.
Recommended changes and improvements	No improvements required.

TMO restriction	Queen Victoria Street - Prohibited and Compulsory Movements
Relevant traffic orders	3360
Site assessment	<p>Junction with Poultry – Ahead only Forms part of an effective traffic management scheme, improves traffic flow and minimises risk of collisions.</p> <p>Junction with Cannon Street – Banned turns Forms part of an effective traffic management scheme, improves traffic flow and minimises risk of collisions.</p> <p>Junction with Friday Street – No right turn into Friday Street Forms part of an effective traffic management scheme, improves traffic flow and minimises risk of collisions.</p> <p>West of junction with Friday Street – No u-turn Forms part of the police checkpoint. Whilst the restriction itself is valuable the checkpoint may no longer be required.</p>
Recommended changes and improvements	No changes recommended.

TMO restriction	Threadneedle Street - One-Way
Relevant traffic orders	4386
Site assessment	One-way restrictions with contraflow lanes. One-ways improve the flow of traffic in a congested section of the city. Narrow carriageway means that two-way traffic would present a risk. Contraflow cycling in a segregated lane benefits cyclists.
Recommended changes and improvements	No change to one-way recommended.

TMO restriction	White Lion Hill - One-Way
Relevant traffic orders	1788
Site assessment	Two-way traffic would not be viable on this road, making the one-way restriction a safety requirement.
Recommended changes and improvements	No change recommended

Appendix 2 – Criteria for scoring and ranking TMOs for Stage 2a

The table below shows the previously agreed outcomes and criteria which have been used to assess the TMOs / measure, and the weighting used for the scoring. For each of the outcomes and criteria the TMOs have been scored using a red, amber or green status:

- A Green score of 0 indicates support for a policy outcome or a very low potential negative impact on the efficiency or accessibility of the street network
- An Amber score of 2 indicates only partial support or disagreement with a policy outcome or a moderate potential negative impact on the efficiency or accessibility of the street network
- A Red score of 5 indicates disagreement with a policy outcome or a high potential negative impact on the efficiency or accessibility of the street network.

A Grey score of 0 has been attributed against certain criteria in some cases, where that criteria is not applicable to a particular Order or Measure or that data is not available to evidence a particular score.

TMOs of the same type, for example 'one-way streets' have been given the same score for each of the Transport Strategy outcomes, as it was not possible to score individual measures and orders in the timeframe and with the resources available.

	weighting	RAG Value
Transport Strategy outcome criteria		
The Square Mile's streets are great places to walk and spend time	x1 or 100%	Red: 5 Amber: 2 Green: 0
Street space is used more efficiently and effectively	x1 or 100%	Red: 5 Amber: 2 Green: 0
The Square Mile is accessible to all	x1 or 100%	Red: 5 Amber: 2 Green: 0
People using our streets and public spaces are safe and feel safe	x1 or 100%	Red: 5 Amber: 2 Green: 0

More people choose to cycle	x1 or 100%	Red: 5 Amber: 2 Green: 0
The Square Mile's air and streets are cleaner and quieter	x1 or 100%	Red: 5 Amber: 2 Green: 0
Delivery and servicing are more efficient, and impacts are minimised	x1 or 100%	Red: 5 Amber: 2 Green: 0
Efficiency or accessibility of the street network criteria		
Disproportionately high local traffic flow levels in comparison to similar streets as defined by our street network hierarchy	x1 or 100%	Red: 5 Amber: 2 Green: 0
Proportions of local and through traffic on the street the Order or Measure is on that do not match proportions expected for that street type as defined by our street hierarchy	x1 or 100%	Red: 5 Amber: 2 Green: 0
Disproportionately high or low local average speeds in comparison to City-wide average speeds	x2 or 200%	Red: 10 Amber: 4 Green: 0
High numbers of local air quality limit exceedances in nitrous oxides (NOx) and particulate matter (PM2.5 and PM10)	x1 or 100%	Red: 5 Amber: 2 Green: 0
Disproportionately high levels of local stationary or moving traffic violations in comparison to similar streets as defined by our street network hierarchy	x1 or 100%	Red: 5 Amber: 2 Green: 0

Additional heavily weighted criteria		
Nearby serious or fatal collisions on the street the Order or Measure is on in the last 5 years	x10 or 1000%	Red: 50 Amber: 20 Green: 0
Members of the public or Members identify an issue on a street or street segment an Order or Measure is on	x5 or 500%	Red: 25 Amber: 10 Green: 0
Total possible score	n/a	140

The following criteria were applied when scoring collision data as part of this process:

- Red (+5) when there has been a recorded fatal or at least three recorded serious casualties in the last 5 years within 200m of an Order or Measure on the street or an adjoining junction
- Amber (+2) when there has been 1 or 2 recorded serious or 10 or more recorded slight casualties in the last 5 years within 200m of an Order or Measure on the street or adjoining junction
- Green (0) in all other cases

Due to a lack of unique identifiers in the City's Traffic Order GIS database it was not possible to complete this exercise at an individual order or measure level. Instead, the score of the worst performing order or measure of each type on each street was used as the score for all orders or measures of each type on each street. For example, if multiple waiting and loading restrictions were scored on a single street and one of them was given a score of Red (+5) after applying the methodology described above, all other waiting and loading restrictions on that street were scored as Red (+5) irrespective of their actual score.

The following RAG statuses have been applied to each Order or Measure on the basis of feedback received from our engagement on the TMO and Transport Strategy reviews:

- Red (+5) when there have been four or more individuals identifying an issue on a street or street segment where an Order or Measure is located
- Amber (+2) when there has been between 1 and 3 individuals identifying an issue on a street or street segment where an Order or Measure is located
- Green (0) in all other cases

The higher weighting associated with the collision and stakeholder feedback scoring criteria significantly increases the likelihood of Orders or Measures that have scored Red or Amber against these criteria being selected for site visits and additional review in Stage 2b.

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Appendix 3 – Example of site visit reporting pro-forma for Stage 2b

Site No.	15	Road Name	Fleet Street
Restriction types of concern	Prohibited And Compulsory Movements, Waiting and Loading, bus priority		

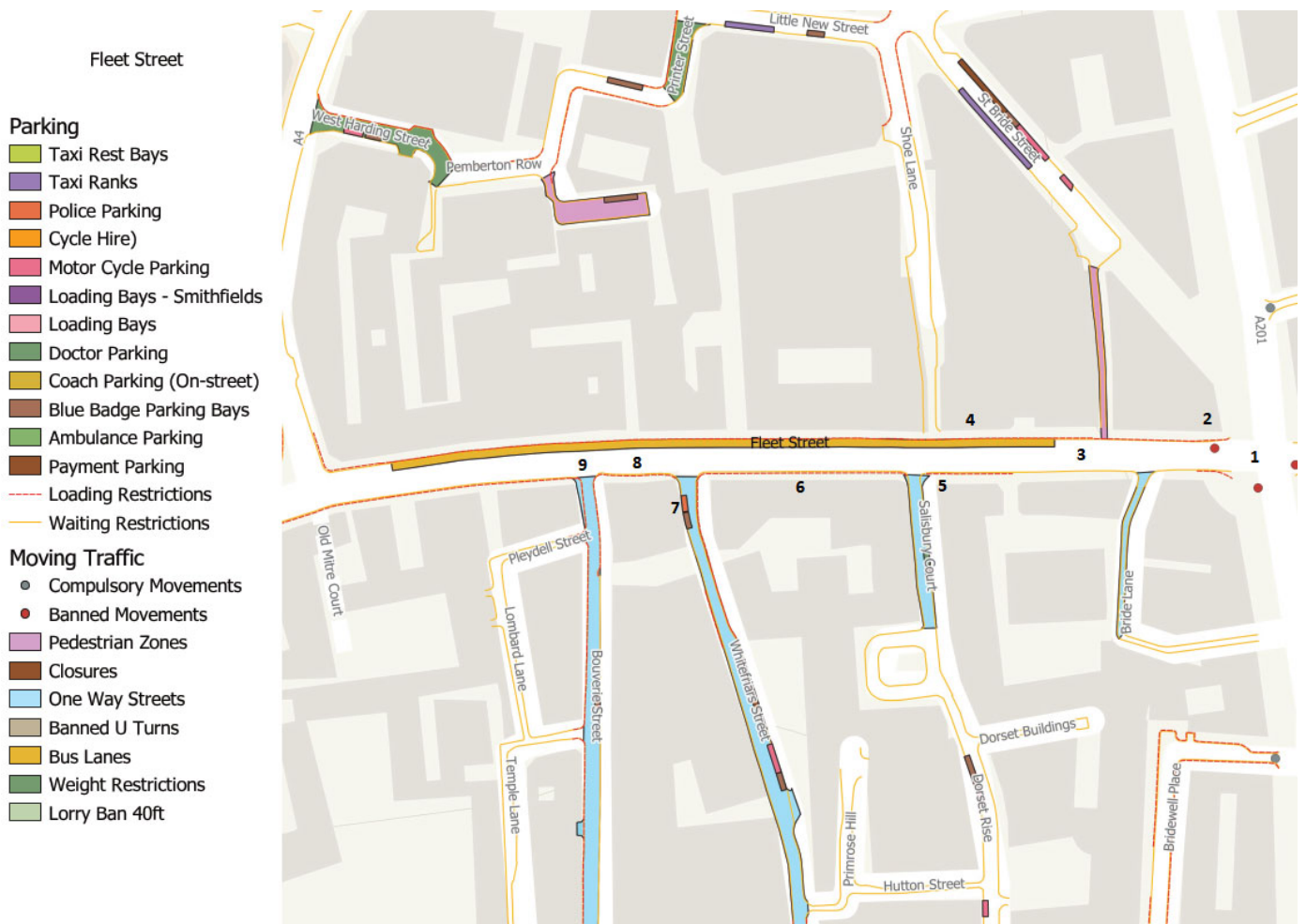
Data analysis scores	Speed	Traffic	PCNs	Collisions	Engagement
Prohibited And Compulsory Movements	Green	Amber	Amber	Red	Red
Site Observations	High speeds through junction	Very high volumes, including lots of buses and cycles	No issues observed	High potential. Mix of pedestrians, bicycles and vehicles.	-
Bus Priority	Green	Amber	Amber	Red	Red
Site Observations	Relatively low due to congestion	Very high volumes, including lots of buses and cycles	No issues observed	High potential, especially at junctions. Complex road layout. Many vulnerable road users.	-
Waiting and Loading	Green	Amber	Amber	Red	Red
Site Observations	Relatively low due to congestion	Very high volumes, including lots of buses and cycles	No issues observed	High potential, especially at junctions. Complex road layout. Many vulnerable road users.	-

Fit with Transport Strategy Objectives	Walking	Efficiency	Accessibility	Safety	Cycling	Air quality	Deliveries
Prohibited And Compulsory Movements	Amber	Green	Amber	Green	Amber	0	0
Fit with Transport Strategy Objectives	Restrictions operating as expected.						
Bus Priority	0	Green	Amber	0	Amber	Amber	0
Fit with Transport Strategy Objectives	Restrictions operating as expected.						
Waiting and Loading	Amber	Green	Amber	Amber	Amber	Amber	Green
Fit with Transport Strategy Objectives	Restrictions operating as expected.						

Engagement comments	<ul style="list-style-type: none"> • Pubs they close down they leave out the bin bags and most of these bin bags, even though they say for recycling, and people don't know they are for recycling and start placing their own rubbish there instead of waiting for the recycling stuff to go in the right bin. • With many hire bikes dumped, scooters also.
Relevance to the TMO review	Not Relevant to TMOs under review.

Map

Numbers refer to site assessment notes below.



Traffic Order Assessment

TMO restriction	Waiting and loading restrictions
Relevant Traffic orders	3203
Site Assessment	Waiting and loading currently restricted from 7am-7pm to prevent congestion. Outside of these hours vehicles could cause obstructions and restricting visibility at the junction. Particular risk at approach to Ludgate Hill junction.
Recommended changes and improvements	Change NL to NLAAT for 10 metres from the Ludgate Hill junction to prevent loading vehicles causing obstructions and contributing to collisions.

TMO restriction	Prohibited and compulsory movements
Relevant Traffic orders	2936, 2698
Site Assessment	Cyclist collision has been recorded in this location.
Recommended changes and improvements	Introduce right turn ban from Whitefriars Street onto Fleet Street to minimise collisions with cyclists .

TMO restriction	Bus Priority
Relevant Traffic orders	2809
Site Assessment	Bus lane working as intended.
Recommended changes and improvements	No changes to bus priority recommended.

Site Assessment

- Junction with Ludgate. No right turn into Ludgate.
 - Note: Ludgate is TfL Red route. CoL can only make suggestions.
 - Traffic issue: Large, difficult to comprehend junction. Risk of vehicles attempting to turn into the two-way cycle lanes. Solution: Bollards and carriageway markings.
 - Traffic issue: Cyclists crossing junction are exposed to high vehicle speeds. Solution: Cycle carriageway markings to define their space on the carriageway.
 - Traffic issue: High vehicle speeds when turning left from Ludgate into Fleet Street. Solution: Tighten corner.



2. Approach to Ludgate junction eastbound. Cycle Advanced Stop Line.

- Traffic Issue: DYs with NL 7am-7pm. Potential for vehicles to obstruct carriageway on key route and to restrict visibility. Solution: Change NL to NLAAT for 10m from junction to prevent loading obstructing traffic and sightlines.
- Maintenance: Old cycle lane marking remaining. Solution: Re-instate lining properly.
- Traffic issue: High vehicle speeds downhill eastbound. Solution: Unclear, as carriageway already narrowed.



3. Bus lane.

- Bus lane appears to be working as intended.



4. Traffic Island and Police Checkpoint.

- Traffic Issue: Traffic island for police checkpoint. Narrows carriageway and reduces vehicle speeds. However equally can result in pinchpoints / obstructions during loading. Solution: Introduce NLAAT and encourage loading in wider section of road further west or at loading bay.



5. Loading bay outside new development.

- Maintenance: Loading bay outside new development which may have been provided for the previous building. Solution: Review and remove if now obsolete.
- Mapping discrepancy: Bay is missing from GIS.



6. Junction with Salisbury Court.

- Maintenance: Contraflow cycle lane sign rotated so not visible. Solution: maintenance to fix.



7. Junction with Whitfriars Street

- Traffic Issue: Disabled bay beyond junction with Whitefriars Street. If disabled bay was occupied then the carriageway would be obstructed. HGV observed passing bay and confirmed too narrow. Solution: Move disabled bay.
- Traffic issue: Cyclist collisions recorded. Solution: Introduce right turn ban from Whitfriars Street into Fleet Street.



8. Pedestrian crossing.

- Wide section of carriageway, with four lanes. Double signal head and raised table suggest attempts made previously to resolve existing issues. Solution: Consider a central island to protect pedestrians crossing.



9. Junction with Bouverie Street

- Traffic issue: Cyclist collisions recorded. Solution: Introduce right turn ban from Bouverie Street into Fleet Street.

10. Junction with Chancery Lane

- Traffic issue: Cyclist collisions recorded. Solution: Allow contraflow cycling on Chancery Lane and provide a signal phase for cycles leaving Chancery Lane. Review signal timings to give priority to pedestrians

Entire Road.

- Traffic issue: Congestion reported along length of road. Solution: Restrict loading to improve vehicle flow.
- Maintenance: Improve poor road surface.
- Traffic issue: A temporary segregated cycle lane introduced during lockdown has since been removed. This is detrimental to cycling, at the benefit of network performance. Solution: Keep under review. Consider reintroducing cycle segregation.

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Appendix 4 – Summary of Traffic Order Review Stages and Decisions

1. 21st April 2022 – The Court of Common Council resolves that the Planning and Transportation Committee be required to draw up a report justifying all temporary or other traffic orders currently in force in The City of London setting out their specific justification (whether on the basis of safety or otherwise) and making proposals for their review and any proposed repeal, amendment or retention, in each case, to be presented to this Honourable Court no later than September 2022 for further consideration.
2. 17th May 2022 – The Planning and Transportation Committee tasks officers with Carrying out a review of all TMOs in the City. A three-stage approach is approved.
 - Stage 1 – compile a list of all experimental and permanent traffic orders
 - Stage 2 – review orders using the outputs from the data collection exercise and against the objectives of the Transport Strategy, Climate Action Strategy, Destination City, and the Corporate Plan.
 - Stage 3 – implementation of any modifications identified.
3. 25th May 2022 WSP consultants were appointed to assist with the task of undertaking the TMO review.
4. June to September 2022 Stage 1, compiling an index of all Traffic Orders in effect in the City.
5. 20th September 2022 – Stage 1 complete. The Planning and Transportation Committee agrees the methodology to be used for the Stage 2 review and agrees the categories of Traffic Orders to be excluded from the review process.
6. 13th October 2022 – The Court of Common Council agrees the methodology for Stage 2, the categories of Traffic Orders to be excluded, and agrees to extend the deadline for completion of the review to March 2023 due to the high number of Traffic Orders to be reviewed.
7. 8th November 2022 – Streets and Walkways Sub Committee agrees the scoring system for the Stage 2 review. Stage 2 broken down to Stage 2a which is the desktop review and scoring of all non-excluded Orders and Stage 2b, which is the site visits and detailed review of the highest scoring (poorest performing) Orders.
8. 17th January 2023 – Streets and Walkways Sub Committee agreed the Traffic Order score for Stage 2a and agreed to proceed with detailed investigation of the 78 highest ranking Traffic Orders in Stage 2b.

9. 7th March 2023 – Planning and Transportation Committee to consider the outcome of the review, including the recommendations for modification to be taken forward as a new programme or within existing and planned projects, and to agree not to proceed with the review of TfL Orders.

10. 27th April 2023 – Court of Common Council to consider the outcome of the review, including the recommendations for modification to be taken forward as a new programme or within existing and planned projects, and to agree not to proceed with the review of TfL Orders.

Appendix 5 – Additional Traffic Orders that could benefit from amendment

TMO Ref.	Full TMO Title	TMO owner	Status	Restriction Type	Road	Amendment	Priority	Road Closure	Reason	Proposal	Ward(s)
2017/25	The City of London (Doctor Parking Places) (No. 1) Order 2017 – Little Britain	CoL	In force	Doctor Parking Places	Little Britain	Y	1	N	Order not required	Application expired. Consider converting to alternative use	Aldersgate, Farringdon Within, Farringdon Without
2020/21	The City of London (Prescribed Routes) (Road Closure) (Amendment No. 15) Order 2020 – Hayne Street	CoL	In force	Road Closure	Hayne Street	Y	1	Y	TS outcomes	AAT closure but order not implemented on street	Farringdon Within
2002/9	The City of London (Bus Stop Clearways) (Amendment No.2) Order 2002 – (Silk St/Worship Street)	CoL	In force	Bus Stop Clearways	Silk Street	Y	1	N	Order not required	Bus stop clearway has been removed from street. Recommend order is revoked.	Cripplegate, Coleman Street
2002/9	The City of London (Bus Stop Clearways) (Amendment No.2) Order 2002 – (Silk St/Worship Street)	CoL	In force	Bus Stop Clearways	Worship Street	Y	1	N	Order not required	Bus stop clearway has been removed from street. Recommend order is revoked.	Bishopsgate
2019/35	The City of London (Bus Priority) (Consolidation No.1) Order 2019	CoL	In force	Bus Priority	High Holborn	Y	2	N	TS outcomes	Consider extending bus lane and increase operational hours from 7am-7pm Mon-Sat to AAT	Farringdon Without
2019/35	The City of London (Bus Priority) (Consolidation No.1) Order 2019	CoL	In force	Bus Priority	Holborn Viaduct	Y	2	N	TS outcomes	Consider increasing w/b operational hours from 7am-7pm Mon-Sat to AAT	Farringdon Within, Farringdon Without
2019/35	The City of London (Bus Priority) (Consolidation No.1) Order 2019	CoL	In force	Bus Priority	St. Pauls Churchyard	Y	2	N	TS outcomes	Consider increasing operational hours from 7am-7pm Mon-Sun to AAT	Bread Street, Castle Baynard
2016/40	The City of London (Prescribed Routes) (No Motor Vehicles) (No. 2) Order 2016 – Lime Street	CoL	In force	Prescribed Routes	Lime Street	Y	2	Y	TS outcomes	Southern closure. Consider extending hours of operation from 8am-6pm M-F to standard hours	Langbourne, Lime Street, Aldgate
2008/20	The City of London (Prescribed Routes) (No.4) Traffic Order 2008 – Carter Lane	CoL	In force	Prescribed Routes	Carter Lane	Y	2	Y	TS outcomes	Consider extending the operational hours from 8am-6pm M-F to standard hours	Bread Street, Castle Baynard, Farringdon Within
2005/8	The City of London (Watling Street) Traffic Order 2005	CoL	In force	Prescribed Routes	Watling Street	Y	2	Y	TS outcomes	Consider extending the hours of operation. Separately being considered as a crowded place	Cordwainer, Bread Street
1995/4	The City of London (Prescribed Routes) (No.2) Traffic Order 1996	CoL	In force	Prescribed Routes	Bow Lane	Y	2	Y	TS outcomes	Consider extending the hours of operation. Separately being considered as a crowded place	Cordwainer
2017/23	The City of London (Prescribed Routes) (Road Closure) (Amendment No. 1) Order 2017 – Fish Street Hill / Monument Street	CoL	In force	Road Closure	Monument Street	Y	3	Y	TS outcomes	Consider extending the length of closure	Bridge
2016/50	The City of London (Prescribed Routes) (Road Closure) (No.1) Order 2016	CoL	In force	Road Closure	Brushfield Street	Y	3	Y	TS outcomes Climate Resilience	Consider extending length of restriction	Bishopsgate
2016/50	The City of London (Prescribed Routes) (Road Closure) (No.1) Order 2016	CoL	In force	Road Closure	Dowgate Hill	Y	3	Y	TS outcomes	Could extend the length of closure	Dowgate
2016/50	The City of London (Prescribed Routes) (Road Closure) (No.1) Order 2016	CoL	In force	Road Closure	St. Mary At Hill	Y	3	Y	TS outcomes Climate Resilience	Could extend the length of closure	Billingsgate

2014/25	The City of London and Tower Hamlets (Prescribed Routes) Traffic Order 2014 – Middlesex Street (S6)	CoL and Tower Hamlets	In force	Prescribed Routes	Middlesex Street	Y	3	Y	TS outcomes Climate Resilience	Southern closure. Consider extending the length of closure	Bishopsgate, Portsoken
2011/21	The City of London (Prescribed Routes) (No.4) Traffic Order 2011 – Cursitor Street/Breams Buildings	CoL	In force	Prescribed Routes	Breams Buildings	Y	3	Y	TS outcomes Climate Resilience	Consider extending length of restriction	Farringdon Without
1997/29	The City of London (Prescribed Route) (No.2) Traffic Order 1997	CoL	In force	Prescribed Routes	Moor Lane	Y	3	Y	TS outcomes Climate Resilience	Consider extending the operational hours to reduce traffic. Also under separate review as part of TfL Bishopsgate ETO	Coleman Street, Cripplegate
1998/5	The City of London (Prescribed Routes) (No.1) Traffic Order 1998	CoL	In force	Prescribed Routes	Black Friars Lane	Y	3	Y	TS outcomes	Consider extending length of restriction	Farringdon Lane
1998/5	The City of London (Prescribed Routes) (No.1) Traffic Order 1998	CoL	In force	Prescribed Routes	Godliman Street	Y	3	Y	TS outcomes Climate Resilience	Consider extending length of restriction	Castle Baynard, Bread Street
1998/5	The City of London (Prescribed Routes) (No.1) Traffic Order 1998	CoL	In force	Prescribed Routes	St Andrews Hill	Y	3	Y	TS outcomes Climate Resilience	Consider extending length of restriction	Castle Baynard, Farringdon Within
1997/2	The City of London (Prescribed Routes) (No.1) Traffic Order 1997	CoL	In force	Prescribed Routes	Fann Street	Y	3	Y	TS outcomes Climate Resilience	Consider extending length of restriction	Aldersgate, Cripplegate
2021/18	The City of London (Waiting and Loading Restriction) (Consolidation No. 2) Order 2021	CoL	In force	Waiting and Loading Restriction	Gresham Street	Y	3	N	TS outcomes	Consider amending the tidal loading hours (7am-1pm or 1pm - 7pm) to peak periods	Walbrook, Coleman Street, Cheap, Bassihaw, Aldersgate
2021/18	The City of London (Waiting and Loading Restriction) (Consolidation No. 2) Order 2021	CoL	In force	Waiting and Loading Restriction	Lothbury	Y	3	N	TS outcomes	Consider amending the tidal loading hours (7am-1pm or 1pm - 7pm) to peak periods	Walbrook, Coleman Street, Broad Street
2021/18	The City of London (Waiting and Loading Restriction) (Consolidation No. 2) Order 2021	CoL	In force	Waiting and Loading Restriction	Moorgate	Y	3	N	TS outcomes	Consider amending the tidal loading hours (7am-1pm or 1pm - 7pm) to peak periods	Coleman Street, Broad Street
2016/50	The City of London (Prescribed Routes) (Road Closure) (No.1) Order 2016	CoL	In force	Road Closure	Coleman Street	Y	4	Y	TS outcomes	Consider extending length of restriction	Coleman Street, Bassihaw
2016/50	The City of London (Prescribed Routes) (Road Closure) (No.1) Order 2016	CoL	In force	Road Closure	Harp Lane	Y	4	Y	TS outcomes	Could extend the length of closure	Billingsgate, Tower
2016/50	The City of London (Prescribed Routes) (Road Closure) (No.1) Order 2016	CoL	In force	Road Closure	Martin Lane	Y	4	Y	TS outcomes	Consider extending the length of closure	Candlewick, Dowgate
2016/18	The City of London (Prescribed Routes) (No Motor Vehicles) (No. 1) Order 2016 – Austin Friars	CoL	In force	Prescribed Routes	Austin Friars	Y	4	Y	TS outcomes	Consider extending the operational hours from 11am-4pm to standard hours	Broad Street
2008/18	The City of London (Prescribed Routes) (No.2) Traffic Order 2008 – Great Winchester Street	CoL	In force	Prescribed Routes	Great Winchester Street	Y	4	N	TS outcomes	Order has two parts. 1. Closure 2. One-way order. Consider extending one-way order to cover whole street	Broad Street
2001/15	The City of London and Islington (Prescribed Routes) Traffic Order 2001	CoL and Islington	In force	Prescribed Routes	Grand Avenue	Y	4	Y	TS outcomes	Consider permitting pedal cyclists outside market hours	Farringdon Without
2018/16	The City of London (Prescribed Routes) (7.5T Weight Limit) Order 2018	CoL	In force	Prescribed Routes	Zone - Various	Y	3	N	TS outcomes Climate Resilience	Review zone boundaries to ensure they are appropriate, and camera enforceable if required	All Wards

Appendix 6 - Transport Mode Trends Across the City

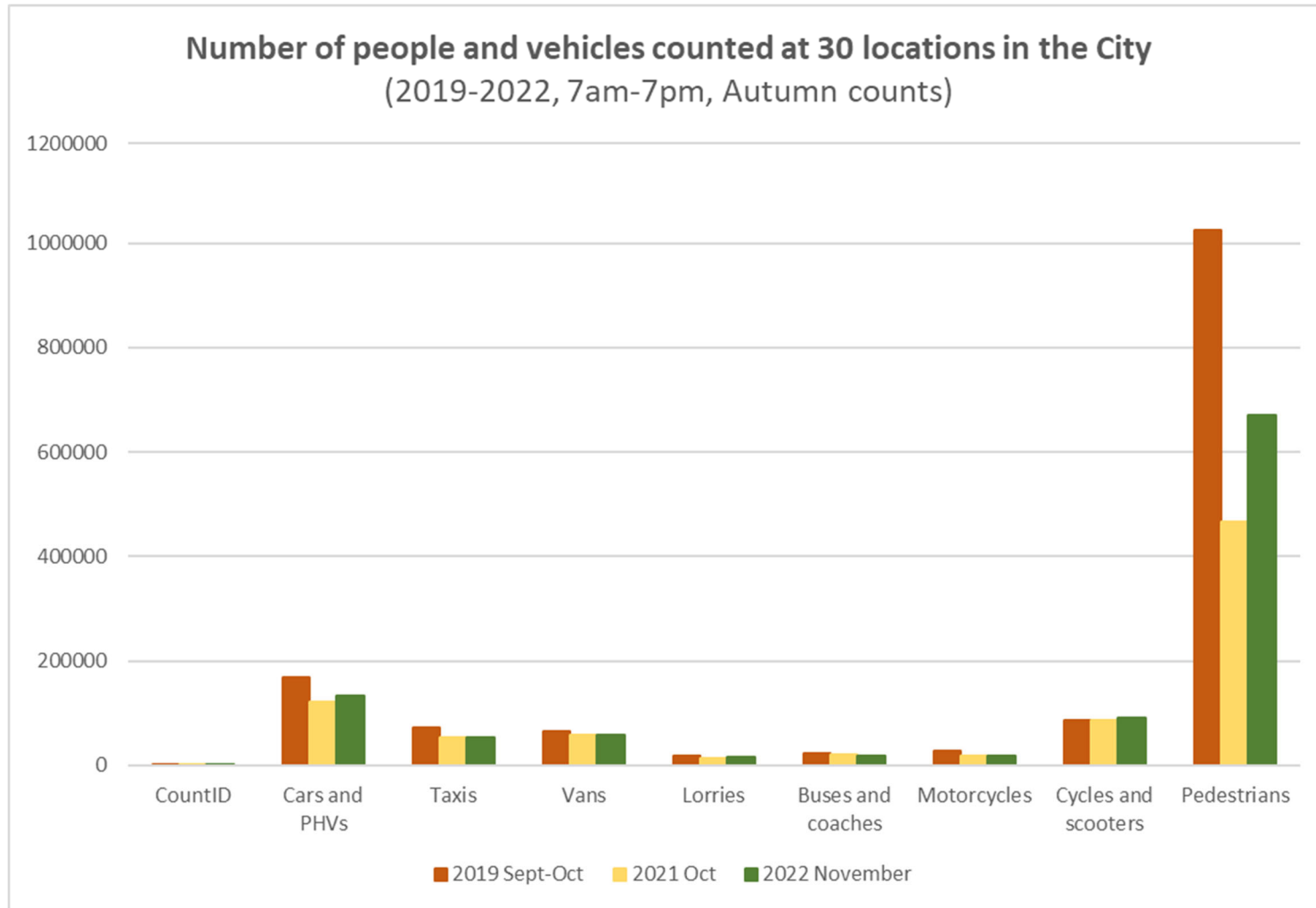


Figure 1 - Number of people and vehicles counted at 30 locations in the City (2019-2022, 7am-7pm, Autumn counts)

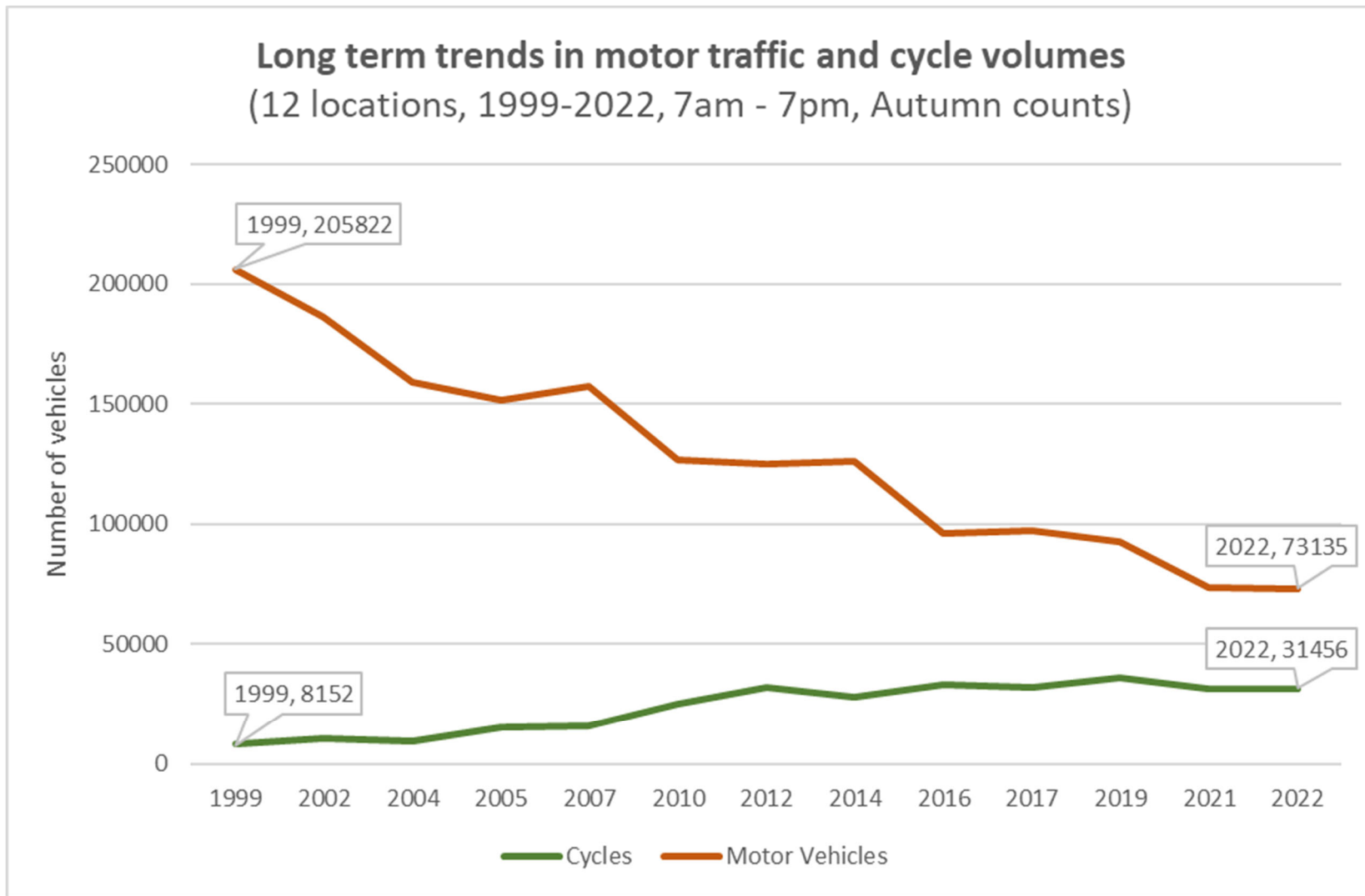


Figure 2 - Long term trends in motor traffic and cycle volumes (12 locations, 1999-2022, 7am - 7pm, Autumn counts)

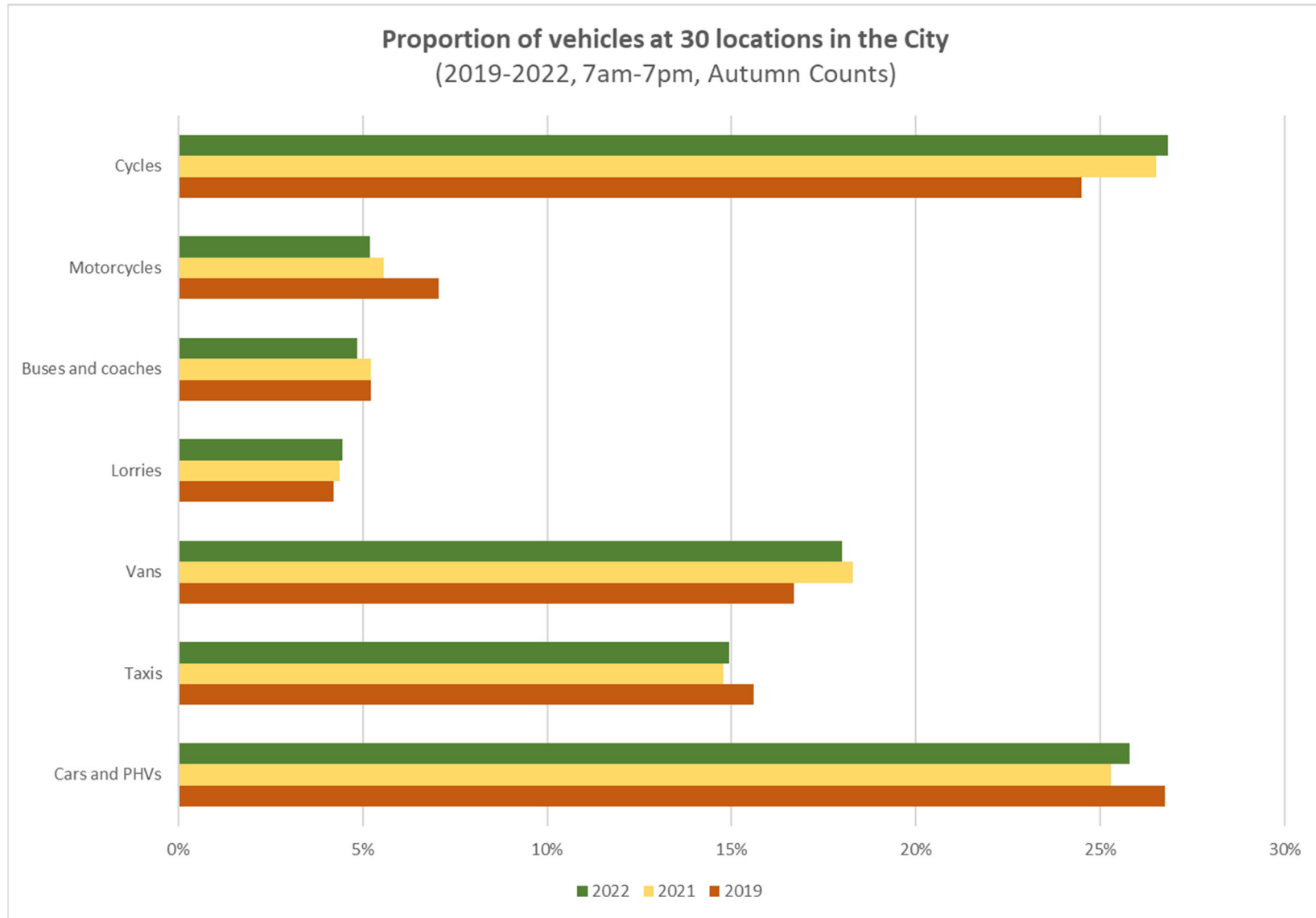


Figure 3 - Proportion of vehicles at 30 locations in the City (2019-2022, 7am-7pm, Autumn Counts)

Percentage change in taxi volumes in the City
(30 locations, 2019-2022, all-day, Autumn counts)

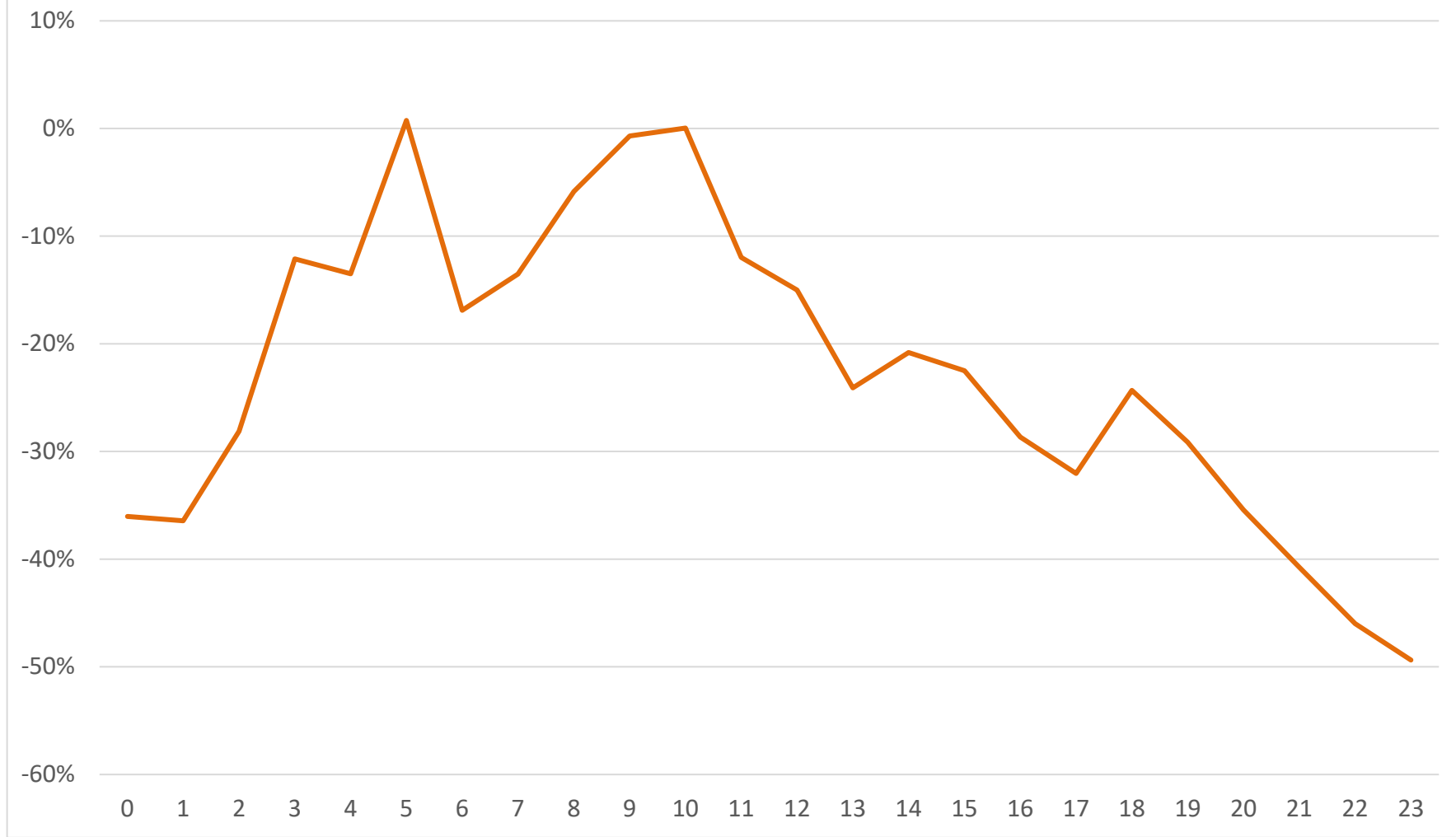


Figure 4 – Percentage change in taxi volumes in the City (30 locations, 2019-2022, all-day, Autumn counts)

Report – Planning and Transportation Committee

Annual On-Street Parking Accounts 2021/22 and Related Funding of Highway Improvements and Schemes

To be presented on Thursday, 27th April 2023

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

SUMMARY

The City of London Corporation, in common with other London authorities, is required to report to the Mayor for London on action taken in respect of any deficit or surplus in its On-Street Parking Account for a particular financial year.

The purpose of this report is to inform Members that:

- the surplus arising from on-street parking activities in 2021/22 was £10.699m;
- a total of £6.172m was applied in 2021/22 to fund approved projects; and
- the surplus remaining on the On-Street Parking Reserve at 31st March 2022 was £51.652m, which will be wholly allocated towards the funding of various highway improvements and other projects over the medium term.

RECOMMENDATION

That Members note the contents of the report and approve its submission to the Mayor of London.

MAIN REPORT

Background

1. Section 55(3A) of the Road Traffic Regulation Act 1984 (as amended), requires the City of London, in common with other London authorities (i.e. other London Borough Councils and Transport for London), to report to the Mayor for London on action taken in respect of any deficit or surplus in their On-Street Parking Account for a particular financial year.
2. Legislation provides that any surplus not applied in the financial year may be carried forward. If it is not to be carried forward, it may be applied by the City for one or more of the following purposes:
 - a) making good to the City Fund any deficit charged to that Fund in the four years immediately preceding the financial year in question;

- b) meeting all or any part of the cost of the provision and maintenance by the City of off-street parking accommodation whether in the open or under cover;
- c) the making to other local authorities, or to other persons, of contributions towards the cost of the provision and maintenance by them, in the area of the local authority or elsewhere, of off-street parking accommodation whether in the open or under cover;
- d) if it appears to the City that the provision in the City of further off-street parking accommodation is for the time being unnecessary or undesirable, for the following purposes, namely:
 - meeting costs incurred, whether by the City or by some other person, in the provision or operation of, or of facilities for, public passenger transport services;
 - the purposes of a highway or road improvement project in the City;
 - meeting the costs incurred by the City in respect of the maintenance of roads at the public expense; and
 - for an “environmental improvement” in the City.
- e) meeting all or any part of the cost of the doing by the City in its area of anything which facilitates the implementation of the Mayor’s Transport Strategy, being specified in that strategy as a purpose for which a surplus can be applied; and
- f) making contributions to other authorities, i.e. the other London Borough Councils and Transport for London, towards the cost of their doing things upon which the City in its area could incur expenditure upon under (a)-(e) above.

3. In the various tables of this report, figures in brackets indicate expenditure, reductions in income or increased expenditure.

2021/22 Outturn

4. The overall financial position for the On-Street Parking Reserve in 2021/22 is summarised below:

	£m
Surplus Balance brought forward at 1st April 2021	47.125
Surplus arising during 2021/22	10.699
Expenditure financed during the year	(6.172)
Funds remaining at 31st March 2022, wholly allocated towards funding future projects	51.652

5. Total expenditure of £6.172m in 2021/22 was financed from the On-Street Parking Reserve, covering the following approved projects:

Revenue/SRP Expenditure:	£000
Highway Resurfacing, Maintenance & Enhancements	(2,029)
Barbican Podium Waterproofing - Phase 2	(744)
Off-Street Car Parking Contribution from Reserves	(688)
Concessionary Fares & Taxi Card Scheme	(442)
West Smithfield Area Public Realm & Transportation	(286)
Climate Action Strategy – Pedestrian Priority	(171)
Bank Junction Improvements (All Change at Bank)	(120)
City Streets COVID 19 – Phase 3	(92)
St Paul's Gyratory	(63)
Climate Action Strategy – Cool Streets & Greening	(53)
Cleaning Maintenance Lord Mayors Show	(46)
Aldgate Maintenance for Open Spaces	(40)
COVID Response	(25)
Dominant House Footbridge – Future Options	(19)
Special Needs Transport	(11)
City Wayfinding Signage/Legible London	(11)
Minorities Car Park – Structural Building Report	(6)
London Wall Car Park Waterproofing and Repairs	(2)
Traffic Enforcement CCTV	(1)
Total Revenue/SRP Expenditure	(4,849)
Capital Expenditure:	
Baynard House Fire Safety	(621)
Bank Junction Improvements (All Change at Bank)	(411)
Climate Action Strategy – Pedestrian Priority	(138)
City Wayfinding Signage/Legible London	(77)
Bank Junction Interim Safety Scheme	(22)
Holborn Viaduct & Snow Hill Pipe-Subways	(15)
Street Lighting Project/Strategy	(13)
HVM Security Programme	(13)
Climate Action Strategy – Cool Streets & Greening	(12)
Traffic Enforcement CCTV	(1)
Total Capital Expenditure	(1,323)
Total Expenditure Funded in 2021/22	(6,172)

6. The surplus on the On-Street Parking Reserve brought forward from 2020/21 was £47.125m. After expenditure of £6.172m funded in 2021/22, a surplus balance of £4.527m was carried forward to future years to give a closing balance at 31st March 2022 of £51.652m.
7. Currently total expenditure of some £97.8m is planned over the medium term from 2022/23 until 2026/27 (as detailed in Table 1), by which time it is anticipated that the existing surplus plus those estimated for future years will be fully utilised.
8. The total programme covers numerous major capital schemes including funding towards the Barbican Podium Waterproofing; Bank Junction Improvements (All Change at Bank); Climate Action Strategy Cool Streets & Greening and Pedestrian Priority; Holborn Viaduct & Snow Hill Pipe-Subways Repairs;

Baynard House Fire Safety; Traffic Enforcement CCTV; Minorities Car Park Structural Building Report; West Smithfield Area Public Realm & Transportation Project; St Paul's Gyratory; Dominant House Footbridge Repairs; London Wall Car Park Waterproofing, Joint Replacement & Concrete Repairs; Fire Safety at the Car Parks; Lindsey Street Bridge Strengthening; and Beech Street. The progression of each individual scheme is, of course, subject to the City's normal evaluation criteria and Standing Orders.

9. The programme also covers ongoing funding of future revenue projects, the main ones being Highway Resurfacing, Enhancements & Road Maintenance Projects; Concessionary Fares & Taxi Cards; Traffic Review Order; Contributions to the Costs of Off-Street Car Parks; Special Needs Transport; Cleansing Maintenance for the Lord Mayors Show; and Annual Maintenance of Aldgate.
10. In addition to the currently agreed allocations of On-Street Parking surplus monies, a newly formed Priorities Board chaired by the Town Clerk will review all future new eligible bids for surplus funds before recommending successful bids to Members of Resource Allocation Sub Committee for decision. This new mechanism has been designed to ensure surplus monies are allocated to eligible projects in an efficient and speedy process to meet spending priorities.
11. A forecast summary of income and expenditure arising on the On-Street Parking Account and the corresponding contribution from or to the On-Street Parking surplus, over the medium-term financial planning period, is shown below:

Table 1 On-Street Parking Account Reserve Projections 2021/22 to 2026/27	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Total
	Actual £m	Forecast £m	Forecast £m	Forecast £m	Forecast £m	Forecast £m	£m
Income	14.5	13.6	12.6	13.0	13.5	13.8	81.0
Expenditure (<i>Note 1</i>)	(3.8)	(3.5)	(4.0)	(4.1)	(4.3)	(4.4)	(24.1)
Net Surplus arising in year	10.7	10.1	8.6	8.9	9.2	9.4	56.9
Capital, SRP and Revenue Commitments	(6.2)	(14.3)	(23.7)	(39.5)	(7.7)	(12.6)	(104.0)
Net in year contribution (from)/ to surplus	4.5	(4.2)	(15.1)	(30.6)	1.5	(3.2)	(47.1)
(Deficit) / Surplus cfwd at 1 st April	47.1	51.6	47.4	32.3	1.7	3.2	
(Deficit) / Surplus cfwd at 31st March	51.6	47.4	32.3	1.7	3.2	0.0	

Note 1: On-Street operating expenditure relates to direct staffing costs, current enforcement contractor costs, fees & services (covering pay by phone, postage, printing & legal), IT software costs for enforcement systems, provision for bad debts for on-street income and central support recharges.

12. A reduction in income is forecast from 2022/23 onwards for a number of years, mainly due to suspension of enforcement at Beech Street, ongoing long term works and changes to Bank Junction, future projections of motorist's compliance and CCTV enforcement suspension at Throgmorton Street. The suspension at Throgmorton Street is due to a major closure which is expected to continue until February 2024. Further savings from operation and enforcement costs on the new parking contracts awarded from 1st April 2022 have been phased into future expenditure projections.

Conclusion

13. So that the City Corporation can meet its requirements under the Road Traffic Regulation Act 1984 (as amended), it is requested that the Court of Common Council notes the contents of this report and approves its submission to the Mayor of London.

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

DATED this 7th day of March 2023.

SIGNED on behalf of the Committee.

Deputy Shravan Joshi
Chair, Planning and Transportation Committee

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SUMMARY ON-STREET PARKING RESERVE ACCOUNT (as @ 24th January 2023)

	2021/22 Actual £'000	2022/23 Forecast £'000	2023/24 Forecast £'000	2024/25 Forecast £'000	2025/26 Forecast £'000	2026/27 Forecast £'000
Expenditure - salaries, enforcement contract, other running expenses	3,823	3,534	4,010	4,130	4,254	4,382
Income - PCN's, parking meters, suspended bays, dispensations	(14,522)	(13,630)	(12,642)	(13,021)	(13,412)	(13,814)
NET REVENUE SURPLUS GENERATED IN YEAR	(10,699)	(10,096)	(8,632)	(8,891)	(9,158)	(9,432)
TOTAL OF CAPITAL, SRP & REVENUE COMMITMENTS	6,172	11,881	16,116	9,624	3,254	2,817
TOTAL BIDS (SUBJECT TO PRIORITIES BOARD AGREEMENT)	0	0	2,740	20,160	2,110	4,610
TOTAL CAPITAL BIDS & MAJOR SCHEME DEPENDENCIES AND ON-HOLD	0	2,423	4,871	9,770	2,350	5,136
DEFICIT/(SURPLUS) Brought Forward @ 1st April	(47,125)	(51,652)	(47,445)	(32,350)	(1,687)	(3,130)
DEFICIT/(SURPLUS) Carried Forward @ 31st March	(51,652)	(47,445)	(32,350)	(1,687)	(3,130)	0

() = income or in hand balance

PROJECTION OF PLANNED SCHEME EXPENDITURES TO BE FINANCED 2022/23 to 2026/27

	Dept.	2021/22 Actual £'000	2022/23 Forecast £'000	2023/24 Forecast £'000	2024/25 Forecast £'000	2025/26 Forecast £'000	2026/27 Forecast £'000
CAPITAL SCHEMES							
Street Lighting Project/Strategy	DBE	13	0	0	0	0	0
City Wayfinding Signage/Legible London	DBE	77	0	0	0	0	0
Holborn Viaduct & Snow Hill Pipe Subways over Thameslink Str Reps	DBE	15	88	1,347	2,690	0	0
Bank Junction Improvements (All Change at Bank - Permanent scheme)	DBE	410	1,384	2,658	550	49	0
Bank Junction Interim Safety Scheme	DBE	22	0	0	0	0	0
Baynard House Fire Safety (ventilation & smoke clearance)	CS	621	0	0	0	0	0
Barbican Podium Waterproofing - Phase 2	DCCS	0	4,356	4,091	26	0	0
Climate Action Strategy - Cool Streets and Greening Programme (2021-22 Bids)	DBE	12	2,147	2,220	1,620	470	0
Climate Action Strategy - Pedestrian Priority (2021-22 Bids)	DBE	138	465	3,220	2,081	0	0
HVM Security Programme	DBE	13	0	0	0	0	0
Traffic Enforcement CCTV	DBE	1	168	0	0	0	0
TOTAL CAPITAL SCHEMES		1,323	8,608	13,536	6,967	519	0
SRP SCHEMES							
Minorities Car Park - Structural Building Report	CS	6	213	0	0	0	0
St Paul's Gyratory (previously the MOL Gyratory) *	DBE	63	68	0	0	0	0
Lindsey Street Bridge Strengthening	DBE	0	42	0	0	0	0
London Wall CP Waterproofing, Joint Replacement & Concrete Repairs	DBE	2	0	0	0	0	0
Bank Junction Improvements (All Change at Bank - Permanent scheme)	DBE	120	0	0	0	0	0
Barbican Podium Waterproofing - Phase 2	DCCS	743	0	0	0	0	0
Holborn Viaduct & Snow Hill Pipe Subways over Thameslink Str Reps	DBE	0	0	0	0	0	0
West Smithfield Area Public Realm & Transportation Project (was MoL)	DBE	286	0	0	0	0	0
City Wayfinding Signage/Legible London	DBE	11	0	0	0	0	0
City Streets Covid 19 Phase 3/Recovery	DBE	92	0	0	0	0	0
Climate Action Strategy - Cool Streets and Greening Programme	DBE	53	0	0	0	0	0
Climate Action Strategy - Pedestrian Priority	DBE	171	0	0	0	0	0
Dominant House Footbridge - Future Options	DBE	19	0	0	0	0	0
Traffic Enforcement CCTV	DBE	1	0	0	0	0	0
TOTAL SRP SCHEMES		1,568	322	0	0	0	0
REVENUE SCHEMES							
Planning and Transportation Committee							
Highways Resurfacing/Maintenance/Enhancements	DBE	2,028	2,027	2,027	2,088	2,150	2,215
Contribution (to)/from Reserves for cost of Off Street Car Parks	DBE	688	48	-2	-2	-2	-2
Traffic Review Order	DBE	0	500	0	0	0	0
Aldgate	DBE	40	40	40	40	40	40
Cleansing Maintenance - Lord Mayors Show	DBE	46	48	49	50	52	54
COVID Response	DBE	25	0	0	0	0	0
Sub Total		2,827	2,663	2,114	2,176	2,240	2,306
Community & Children's Services Committee							
Concessionary Fares and Taxicard	DCCS	442	277	455	469	483	497
Special Needs Transport	DCCS	11	12	12	12	13	13
Sub Total		453	289	467	481	495	510
TOTAL REVENUE SCHEMES		3,280	2,951	2,581	2,657	2,736	2,817
TOTAL OF CAPITAL, SRP & REVENUE COMMITMENTS		6,172	11,881	16,116	9,624	3,254	2,817

BIDS SUBJECT TO PRIORITIES BOARD AGREEMENT							
Capital							
Sub Total		0	0	0	14,900	0	0
Car Parks (mix of revenue and capital)							
Sub Total		0	0	705	3,150	0	2,500
Revenue							
Sub Total		0	0	2,035	2,110	2,110	2,110
TOTAL BIDS (SUBJECT TO PRIORITIES BOARD AGREEMENT)		0	0	2,740	20,160	2,110	4,610

CAPITAL BIDS AND ON-HOLD SCHEMES							
CAPITAL BIDS							
Schemes approved outside Fundamental Review still subject to RASC draw-down							
West Smithfield Area Public Realm & Transportation Project (previously Museum of London Public Realm)	DBE	0	246	1,314	2,558	2,350	2,300
2020/21 Bids - still subject to RASC draw-down							
Dominant House Footbridge - Future Options	DBE	0	298	154	0	0	0
London Wall CP Waterproofing, Joint Replacement & Concrete Repairs	DBE	0	98	1,113	1,089	0	0
Fire Safety at the Car Parks	DBE	0	425	330	0	0	0
Lindsey Street Bridge Strengthening	DBE	0	0	1,160	1,123	0	0
2022/23 Bids - still subject to RASC draw-down							
Beech Street (top up) **	DBE	0	800	800	0	0	0
St Paul's Gyratory (previously the MOL Gyratory) *	DBE	0	556	0	0	0	0
ON-HOLD							
St Paul's Gyratory (previously the MOL Gyratory)*	DBE	0	0	0	5,000	0	2,836
TOTAL CAPITAL BIDS AND ON-HOLD SCHEMES		0	2,423	4,871	9,770	2,350	5,136

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Report – Audit and Risk Management Committee

External Member Recommendation

To be presented on Thursday, 27 April 2023

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

SUMMARY

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

The first term of one of the current External Members, Dan Worsley, expired in March 2022. The Audit and Risk Management Committee, following the recommendation of its Nominations and Effectiveness Committee, has agreed to recommend to the Court that Dan Worsley should be appointed to a second term.

RECOMMENDATIONS

Members of the Court are asked to agree the recommendation that Dan Worsley be re-appointed as an External Member of the Audit and Risk Management Committee, for second three-year term expiring in April 2026.

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

DATED this 13th day March 2023

SIGNED on behalf of the Committee.

Alderman Alexander Barr
Chairman, Audit and Risk Management Committee

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Report – Civic Affairs Sub-Committee of the Policy and Resources Committee

Applications for Hospitality

To be presented on Thursday 27th April 2023

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

(a) **The Band of the Royal Yeomanry Concert**

It is proposed that the City Corporation hosts the Band of the Royal Yeomanry Concert in Guildhall Yard followed by a supper in the Basinghall Suite for musicians from the band on Wednesday 14 June 2023.

The Military Band Concert is an annual City Corporation event at which the Band of the Royal Yeomanry, one of two Army Reserve State Bands, perform an early evening concert in Guildhall Yard. The concert is open to the public and provides an opportunity for City workers, residents and visitors to the City to enjoy a summer concert.

The event would support the following Corporate Plan outcomes: to promote effective progression through fulfilling education and employment (outcome 3c); to bring individuals and communities together to share experiences and promote wellbeing, mutual respect and tolerance (outcome 4a); and to inspire enterprise, excellence, creativity and collaboration (outcome 10).

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

(b) **Networking Breakfast Reception to mark Black History Month**

It is proposed that the City Corporation hosts a networking breakfast reception following a guest interview on Thursday 5th October 2023 to mark Black History Month.

The event is intended to recognise the contribution of the British African Caribbean community and is an opportunity to learn more about the effects of racism and how to challenge negative stereotypes.

The event would support the following Corporate Plan outcomes: to promote and champion diversity, inclusion and the removal of institutional barriers and structural inequalities (outcome 3a); provide access to world-class heritage, culture and learning to people of all ages, abilities and backgrounds (outcome 3b); and to bring individuals and communities together to share experiences and promote wellbeing, mutual respect and tolerance (outcome 4a).

It is **recommended** that hospitality be granted and that arrangements are made under the auspices of the Equality, Diversity and Inclusion Sub-Committee; the costs to be met from City's Cash within approved parameters.

(c) Parliamentary Terrace Reception 2023

It is proposed that the City Corporation hosts the annual City Parliamentary Terrace Reception on Tuesday 6th June 2023.

The City Corporation has for a number of years hosted a reception in Parliament, providing a valuable opportunity to engage with the City's parliamentary contacts.

The event would support the following Corporate Plan outcomes: to strengthen local, regional, national and international relationships to secure new opportunities for business, collaboration and innovation (outcome 7b); and to preserve and promote the City as the world-leading global centre for financial and professional services, commerce and culture (outcome 7c).

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

(d) Report of Urgent Action Taken – Coronation Events

It was proposed that consideration be given to specific opportunities for community engagement in celebration of the Coronation of King Charles III.

In respect of events for which City Hospitality might be provided, it was proposed that a fund be made available for bids by City housing estates to support street parties or other celebratory activities locally.

As a way of engaging students in the City family of schools, it was proposed that there should be an art competition with the theme "Royally Inspired", with a selected group of students being invited to an afternoon viewing of the winning entries and reception in the Guildhall, along with their parents/guardians.

It was also proposed that a commemorative coin be produced, to be given to students in the City family of schools and others in the Corporation.

Given the need to publicise the funding programme, issue details of the art competition and allowing for time needed for commissioning the coin, an urgent decision was sought and obtained to allow the necessary arrangements to proceed.

Members are asked to note the urgent action taken.

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

DATED this 31st March 2023

SIGNED on behalf of the Sub-Committee.

Deputy Charles Edward Lord, OBE JP
Chair, Civic Affairs Sub-Committee



List of Applications for the Freedom

To be presented on Thursday, 27th April, 2023

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

Set out below is the Chamberlain's list of applicants for the Freedom of the City together with the names, etc. of those nominating them.

Nathan Paul Baker <i>Sir Michael Bear</i> <i>Neil Christer Duncan Sandberg</i>	a Research Charity Chief Executive Officer <i>Citizen and Pavior</i> <i>Citizen and Pavior</i>	Pavenham, Bedfordshire
Victoria Harriet Blair <i>Gina Blair</i> <i>Ald. Sir David Wootton</i>	an Operations and Compliance Director <i>Citizen and Master Mariner</i> <i>Citizen and Fletcher</i>	Great Dunmow, Essex
Dr Nicholas John Bowes <i>Catherine Sidony McGuinness, CC</i> <i>Tijs Broeke, CC</i>	a Think Tank Company Chief Executive <i>Citizen and Solicitor</i> <i>Citizen and Goldsmith</i>	Forest Hill, London
Sandra Elizabeth Burmicz <i>Alan Leslie Warman</i> <i>Diane Irene Warman</i>	a Teacher <i>Citizen and Clockmaker</i> <i>Citizen and Clockmaker</i>	Sawbridgeworth, Hertfordshire
Pamela Violet Butcher <i>Alan Stanley Cook</i> <i>Deborah Jane Black</i>	a Publican, retired <i>Citizen and Gunmaker</i> <i>Citizen and Educator</i>	Shepperton, Middlesex
Joseph Charles Buttler, MBE <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Sir William Anthony Bowater Russell</i>	a Professional Cricketer <i>Citizen and Merchant Taylor</i> <i>Citizen and Haberdasher</i>	Battersea, London
Andrew David Calver <i>Donald Howard Coombe, MBE</i> <i>David Peter Coombe</i>	a Promotional Products Company Managing Director <i>Citizen and Poulter</i> <i>Citizen and Poulter</i>	Orpington, Kent
Christopher Conway <i>Sir Michael Bear</i> <i>Lady Barbara Anne Bear</i>	a Senior Design Engineer <i>Citizen and Pavior</i> <i>Citizen and Musician</i>	Southampton, Hampshire

Lawrence John Costa <i>Vincent Dignam</i> <i>John Paul Tobin</i>	a Senior Special Events Management Officer <i>Citizen and Carman</i> <i>Citizen and Carman</i>	West Wickham, Kent
Sir Jonathan Stephen Cunliffe, CB <i>The Rt. Hon The Lord Mayor</i> <i>Christopher Michael Hayward,</i> <i>Deputy</i>	Deputy Governor of the Bank of England <i>Citizen and Merchant Taylor</i> <i>Citizen and Pattenmaker</i>	Cornhill, City of London
Judith Ann Diment <i>Douglas Meager Wallace Wagland</i> <i>David Charles Johnson</i>	a Public Relations Consultant, retired <i>Citizen and Scrivener</i> <i>Citizen and Management Consultant</i>	Hampstead, London
Julian Charles Donnelly <i>Martin Collins</i> <i>Simon James Underwood</i>	a Debt Counsellor <i>Citizen and Educator</i> <i>Citizen and Arbitrator</i>	Bexleyheath, Kent
Colonel Malachy James Doran <i>Nicholas Julian Goddard</i> <i>Henrietta Sophia Emma Courtauld</i>	a Clerk to a City Livery Company <i>Citizen and Barber</i> <i>Citizen and Goldsmith</i>	Blandford, Dorset
Rosemary Dymond <i>Robert Alan Broomhead, TD</i> <i>Christine Anne Patricia Broomhead</i>	a Headteacher, retired <i>Citizen and Management Consultant</i> <i>Citizen and Basketmaker</i>	Gravesend, Kent
Simon Reid Ellis <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Sir William Anthony Bowater</i> <i>Russell</i>	a Human Resources Technology Company Director <i>Citizen and Merchant Taylor</i> <i>Citizen and Haberdasher</i>	Putney, London
Judith Anne Evans <i>Michael Steele Keith Grant</i> <i>David Anthony Bickmore</i>	a Business Consultant <i>Citizen and Information Technologist</i> <i>Citizen and Wax Chandler</i>	Putney, London
Dr Gary William Fuller <i>Jonathan Martin Averbs</i> <i>Jeremy Lewis Simons</i>	a Scientist <i>Citizen and Fletcher</i> <i>Citizen and Scientific Instrument</i> <i>Maker</i>	Brighton, East Sussex
Anthony Paul Gallagher <i>Stephen David Willis</i> <i>Dr Millan Sachania</i>	a Consultant Engineer, retired <i>Citizen and Musician</i> <i>Citizen and Musician</i>	Clapton, London
Costas Theo Gavriel <i>Robert Travers Smith</i> <i>George Niblett</i>	a Student <i>Citizen and International Banker</i> <i>Citizen and Mason</i>	Walsall, West Midlands
Johann Gilardi <i>Dr Timothy Patrick Cutler</i> <i>Henrietta Sophia Emma Courtauld</i>	a City Livery Company Assistant Beadle <i>Citizen and Barber</i> <i>Citizen and Goldsmith</i>	Newtown, Powys, Wales
Nicholas Simon Gill <i>Alastair Michael Moss, Deputy</i> <i>Andrien Meyers, Deputy</i>	a Property Fund Manager <i>Citizen and Goldsmith</i> <i>Citizen and Goldsmith</i>	Winchmore Hill, London

Stewart Goshawk <i>Giles Robert Evelyn Shilson, Deputy Nighat Qureishi, Deputy</i>	a Grant-Making Foundation Charity Chief Executive <i>Citizen and Ironmonger Citizen and Common Councillor</i>	Billericay, Essex
Martin Lewis Heathcote <i>Vincent Dignam John Paul Tobin</i>	a Waste Recycling Company Chief Executive <i>Citizen and Carman Citizen and Carman</i>	Egerton, Kent
Nathan Robert Heathcote <i>Vincent Dignam John Paul Tobin</i>	an Agriculture Company Director <i>Citizen and Carman Citizen and Carman</i>	Pluckley, Ashford, Kent
Trevor Lewis Heathcote <i>Vincent Dignam John Paul Tobin</i>	a Farming Company Chairman <i>Citizen and Carman Citizen and Carman</i>	Ashford, Kent
Paul Michael Henry <i>Antony Charles Greene Derek Martin Morley</i>	a Removal Services Company Director, retired <i>Citizen and Loriner Citizen and Furniture Maker</i>	Little Houghton, Northampton
Alexander James Edward Hickman <i>The Rt. Hon The Lord Mayor Felicity Ruth Lyons</i>	a Strategy Adviser <i>Citizen and Musician</i>	Pewsey, Wiltshire
Conor Thomas Hillery <i>The Rt. Hon The Lord Mayor Felicity Ruth Lyons</i>	an Investment Banker <i>Citizen and Merchant Taylor Citizen and Musician</i>	West Brompton, London
Christopher John Huxtable <i>Michael Steele Keith Grant David Anthony Bickmore</i>	a Private Equity Fund Senior Adviser <i>Citizen and Information Technologist Citizen and Wax Chandler</i>	Kingston-upon-Thames, Surrey
David Neil Jameson, CBE <i>Ald. Kawsar Zaman Ald. Prem Babu Goyal, OBE</i>	a Community Organiser <i>Citizen and Alderman Citizen and Goldsmith</i>	Yelverton, Devon
James Arthur Jolly <i>Terry Kenneth Morris Martin Stewart Earle</i>	a Security Consultant, retired <i>Citizen and Pewterer Citizen and Builders Merchant</i>	Milton Keynes, Buckinghamshire
Zubair Junjunia <i>The Rt. Hon The Lord Mayor Ald. Sir William Anthony Bowater Russell</i>	a Social Impact Start-Up Founder <i>Citizen and Merchant Taylor Citizen and Haberdasher</i>	Startford, London
Paul Michael Kearns <i>Donald Howard Coombe, MBE David Peter Coombe</i>	an Insurance Broker <i>Citizen and Poulter Citizen and Poulter</i>	Parsons Green, London
Paula Kay Kenning <i>Dr Jeffrey Quaye, OBE Dr Anne Punter</i>	an Education Trust Deputy Managing Director <i>Citizen and Educator Citizen and Educator</i>	Guildford, Surrey

<p>Aoise Keogan-Nooshabadi <i>The Rt. Hon The Lord Mayor</i> Ald. Sir William Anthony Bowater Russell</p>	<p>a Social Enterprise Co-Founder <i>Citizen and Haberdasher</i> Russell</p>	<p>Haringey, London</p>
<p>Kadirul Hussain Kibria <i>Kawsar Zaman</i> Ald Prem Babu Goyal, OBE</p>	<p>a Civil Engineer <i>Citizen and Alderman</i> <i>Citizen and Goldsmith</i></p>	<p>Bethnal Green, London</p>
<p>Ann-Marie Knegt <i>Jeremy Lewis Simons</i> <i>Vincent Dignam</i></p>	<p>a Magazine Editor <i>Citizen and Scientific Instrument</i> <i>Maker</i> <i>Citizen and Carman</i></p>	<p>Sherborne, Dorset</p>
<p>Charles Henry Leland Lyons <i>The Rt. Hon The Lord Mayor</i> <i>Felicity Ruth Lyons</i></p>	<p>a Journalist <i>Citizen and Musician</i></p>	<p>Islington, London</p>
<p>Oliver John Leland Lyons <i>The Rt. Hon The Lord Mayor</i> <i>Felicity Ruth Lyons</i></p>	<p>a Solicitor <i>Citizen and Musician</i></p>	<p>Beaconsfield, Buckinghamshire</p>
<p>Sandeep Lakhmi Mathrani <i>The Rt. Hon The Lord Mayor</i> Ald. Sir William Anthony Bowater Russell</p>	<p>a Co-Working Company Chief Executive Officer <i>Citizen and Haberdasher</i></p>	<p>Palm Beach, Florida, United States of America</p>
<p>Peter Alexander McHattie <i>Richard Gary Stephen Miller</i> <i>Hilary Miller</i></p>	<p>a Senior Prison Officer <i>Citizen and Glover</i> <i>Citizen and Glover</i></p>	<p>Sevenoaks, Kent</p>
<p>James Thomas Morgan <i>Ald. Sir William Anthony Bowater</i> <i>Russell</i> <i>James Michael Douglas Thomson,</i> <i>Deputy</i></p>	<p>a Police Officer <i>Citizen and Haberdasher</i> <i>Citizen and Grocer</i></p>	<p>Kings Ripton, Cambridgeshire</p>
<p>Stephen David Norris <i>Jon Russell Harrison</i> <i>Nicholas John Burger</i></p>	<p>an Outdoor Leisure Retailer Managing Director <i>Citizen and Painter Stainer</i> <i>Citizen and Cutler</i></p>	<p>Blindley Heath, Surrey</p>
<p>Francis Patrick O'Hare <i>Vincent Dignam</i> <i>John Paul Tobin</i></p>	<p>a Property Company Director <i>Citizen and Carman</i> <i>Citizen and Carman</i></p>	<p>Whetstone, London</p>
<p>Nicholas O'Hare <i>Kristen James Cottier</i> <i>Robert George Mumsow</i></p>	<p>a Teacher <i>Citizen and Spectacle Maker</i> <i>Citizen and Builders Merchant</i></p>	<p>Welling, London</p>
<p>Ian Rettie <i>Michael Osborne</i> <i>Antonio Masella</i></p>	<p>a Security Systems Company Director <i>Citizen and Basketmaker</i> <i>Citizen and Mason</i></p>	<p>North Chingford, London</p>
<p>Simon Leslie Rogers <i>Anthony John Paice</i> <i>Gerald Michael Edwards</i></p>	<p>a Teacher <i>Citizen and Mason</i> <i>Citizen and Fruiterer</i></p>	<p>Shrewsbury, Shropshire</p>

Cynthia Elizabeth Schöndorf <i>Ann-Marie Jefferys</i> <i>Anne Elizabeth Holden</i>	a Secretary, retired <i>Citizen and Glover</i> <i>Citizen and Basketmaker</i>	Rochester, Kent
Lord Mark Philip Sedwill <i>The Rt. Hon The Lord Mayor</i> <i>Felicity Ruth Lyons</i>	an Aerospace Company Non-Executive Director <i>Citizen and Musician</i>	Rimpton, Somerset
Floyd Anthony Steadman, OBE <i>Caroline Wilma Haines , CC</i> <i>Paul Christian Bobjerg-Jensen</i>	a Rugby Player and Headmaster, retired <i>Citizen and Educator</i> <i>Citizen and Baker</i>	Ludgvan, Cornwall
Lauren Camilla Stewart <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Sir William Anthony Bowater</i> <i>Russell</i>	a Scale Up Advisory Platform Founder <i>Citizen and Merchant Taylor</i> <i>Citizen and Haberdasher</i>	Clapham, London
Ahmed Jafferli Versi <i>Ald. Kawsar Zaman</i> <i>Ald. Prem Babu Goyal, OBE</i>	a Journalist <i>Citizen and Alderman</i> <i>Citizen and Goldsmith</i>	Harrow, Middlesex
Karl Werner Hasso Herbert Von Bose <i>Robert James Ingham Clark</i> <i>Baron Carel Eduard Van Randwyck</i>	a European Commission Director, retired <i>Citizen and Clothworker</i> <i>Citizen and Draper</i>	Berlin, Germany
Caitlin Joy Wale <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Sir William Anthony Bowater</i> <i>Russell</i>	a Venture Capital Investor <i>Citizen and Merchant Taylor</i> <i>Citizen and Haberdasher</i>	Hackney, London
Victoria West <i>Dr Mary Elizabeth Heber</i> <i>Henrietta Sophia Emma Courtauld</i>	an Archivist <i>Citizen and Barber</i> <i>Citizen and Goldsmith</i>	Chelmsford, Essex
Timothy John Wheeler <i>Daniel Mark Heath</i> <i>Graham Leslie Flight</i>	a Garage Company Director <i>Citizen and Hackney Carriage Driver</i> <i>Citizen and Loriner</i>	Burgess Hill, West Sussex
India Rosalind Leland White-Spunner <i>The Rt. Hon The Lord Mayor</i> <i>Felicity Ruth Lyons</i>	an Investment Manager <i>Citizen and Musician</i>	Highbury Square, London

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Report – Port Health and Environmental Services Committee

Report of Urgent Action Taken: Heathrow Animal Reception Centre – Forward Plan

To be presented on Thursday, 27th April 2023

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

SUMMARY OF ACTION TAKEN

1. In January 2023, the Court of Common Council agreed to make Byelaws setting a 3% increase in fees for the Heathrow Animal Reception Centre (HARC) for the financial year 2023/24. This increase was intended to offset additional energy costs and other risks, whilst attempting to remain competitive for HARC'S commercial customers.
2. Since that decision was made, the commercial environment in which HARC operates has continued to become increasingly competitive. Your Port Health and Environmental Services Committee received a report at its meeting on 28 March outlining the commercial situation for HARC and presenting the Committee with options on promoting the HARC services to allow it to compete. These options included a recommendation to change the fees and charges for 2023/24 that had recently been agreed by the Court, so that they reverted to the previous fees and charges agreed for 2022/23 and removed the processing fees. This recommendation was supported by the Committee.
3. The revised fees and charges required new Byelaws to be made by the Court, and for the Comptroller and City Solicitor to be instructed to not seal the previously agreed byelaws.
4. As the new Byelaws would need to be made and sealed by 1 April, and with the Court not due to meet again until 27 April, approval was sought and given under urgency procedures on 30 February 2023, pursuant to Standing Order No. 19. to:
 - a) instruct the Comptroller and City Solicitor to not seal the previously agreed 2023/24 Byelaws.
 - b) Make the Byelaws contained at Appendix A to the report and instruct the Comptroller and City Solicitor to seal them accordingly

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

DATED this 30th day of March 2023.

SIGNED on behalf of the Committee.

Deputy Keith David Forbes Bottomley
Chairman, Port Health and Environmental Services Committee

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Report – City Remembrancer

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

To be presented on 27th April 2023

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

Statutory Instruments

Date in force

The Police, Crime, Sentencing and Courts Act 2022 (Commencement No. 1) (England and Wales) Regulations 2023 No. 227

7th March 2023

These Regulations bring into force on 7th March 2023 specified provisions of the Police, Crime, Sentencing and Courts Act 2022, which provide for the Secretary of State to issue a code of practice about the processing of personal data by a member of a police force in relation to non-criminal hate incidents.

The Sentencing Act 2020 (Magistrates' Court Sentencing Powers) (Amendment) Regulations 2023 No. 298

30th March 2023

The Sentencing Act 2020 specifies the general limit on a magistrates' court's power to impose imprisonment or detention in a young offender institution in respect of an offence, including the "applicable limit" that may be imposed in respect of triable either way offences. The Act gives the Secretary of State powers to alter that applicable limit by Regulations. These Regulations reduce the applicable limit for a triable either way offence to 6 months from 12 months.

The Environment Act 2021 (Commencement No. 6) Regulations 2023 No. 381

1st April 2023

These Regulations bring into force on 1st April 2023 provisions of the Environment Act 2021. This includes amendments to the Environmental Protection Act 1990 in relation to enforcement against littering and related offences, and the levels of fixed penalty notices under those sections.

The School Teachers' Pay and Conditions (England) (No. 2) (Amendment) Order 2023 No. 386

20th April 2023

This Order amends an existing 2022 Order to modify guidance on school teachers' pay and conditions in relation to the school year beginning in 2022. The purpose is to amend the number of days for which a teacher must be available to teach pupils in that school year,

to account for the additional bank holiday on Monday 8th May 2023 to mark the coronation of His Majesty King Charles III.

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

Report – Chairman of the Planning and Transportation Committee

Achievement

To be presented on Thursday, 27th April 2023

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

“I wish to draw Members’ attention to the following achievement of Bhakti Depala, Head of Planning Delivery.

Planner Magazine – Women of Influence 2023

Each year for International Women’s Day, the Planner Magazine publishes a list of planning’s Women of Influence as nominated by readers of the Planner Magazine and assessed by a panel of judges that includes distinguished planners from across the UK.

On 8 March 2023, Bhakti Depala, Head of Planning Delivery was selected as one of its Women of Influence for 2023.

Judges said Bhakti was “an inspiration to all she works with” and acted as “the vital strategic link” between City Corporation officers, developers, politicians and others, working on major high-profile developments.

They also referenced her Hindi-language video championing planning, which is the most popular on the City Corporation’s YouTube channel, and her work on streamlining and innovating how the team works.

They concluded, Bhakti “goes above and beyond to support, mentor and develop team members” and “exudes infectious positivity, enthusiasm and dynamism.”

I commend this achievement to the Court.”

DATED this 20th March 2023.

SIGNED on behalf of the Committee.

Deputy Shравan Joshi
Chairman, Planning and Transportation Committee

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