

PLEASE BRING THIS AGENDA WITH YOU

1

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



COMMON COUNCIL

SIR/MADAM,

You are desired to be at a Court of Common Council, at **GUILDHALL**, on
THURSDAY next, the **7th day of September, 2023**.

Members of the public can observe the public part of this meeting by visiting the
[City of London Corporation YouTube Channel](#)

IAN THOMAS CBE,
Town Clerk & Chief Executive.

*Guildhall,
Wednesday 30th August 2023*

Robert Hughes-Penney

Dame Susan Langley

}

Aldermen on the Rota

2

1 Apologies

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

3 **Minutes**

To agree the minutes of the meeting of the Court of Common Council held on 20 July 2023.

For Decision
(Pages 7 - 24)

4 **Mayoral Engagements**

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

5 **Policy Statement**

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

6 **Appointments**

To consider the following appointments:

Where appropriate:-

** denotes a Member standing for re-appointment*

- (A) One Member on the **Board of Governors of the City of London School for Girls**, for a term expiring in June 2026.
(No Contest)
Nominations received:-
Deputy Charles Edward Lord
- (B) One Member on the **City of London Police Authority Board**, for a term expiring in April 2024.
(Contest)
Nominations received:-
Jason Groves
James Tumbridge
- (C) One Member on the **Natural Environment Board and West Ham Park Committee**, for a term expiring in April 2025.
(Contest)
Nominations received:-
Eamonn Mullally
Alpa Raja

- (D) Two Members on the **Board of Governors of the Museum of London**, one for a term expiring in September 2027 and one for a term expiring in December 2026.

(Contest)

Nominations received:-

Matthew Bell

*Tijs Broeke

John Foley

Deputy Charles Edward Lord

For Decision

7 **Policy and Resources Committee**

To consider proposals relating to the Standards procedure.

For Decision
(Pages 25 - 52)

8 **Civic Affairs Sub (Policy and Resources) Committee**

To consider recommendations concerning the provision of hospitality.

For Decision
(Pages 53 - 54)

9 **Motions**

By Deputy Charles Edward Lord

“That George Abrahams be appointed to the Finance Committee in the room of Gregory Lawrence for the Ward of Farringdon Without.”

By Deputy Elizabeth King

“That Dawn Frampton be appointed to the Barbican Residential Committee in the room of Mark Bostock for the Ward of Cripplegate.”

By Deputy Elizabeth King

“That Deputy Elizabeth King be appointed to the Culture Heritage, and Libraries Committee in the room of Mark Bostock for the Ward of Cripplegate.”

10 **The Freedom of the City**

To consider a circulated list of applications for the Freedom of the City.

For Decision
(Pages 55 - 62)

11 **Questions**

12 **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 63 - 64)

13 **Ballot Results**

The Town Clerk to report the outcome of the ballot taken at the last Court:

Where appropriate:-

^ 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 appointed.

1 One Member to the **Capital Buildings Board**.

	Votes
Ian Seaton	25
^Deputy Philip Woodhouse	43 ★

For Information

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

15 **Docquets for the Hospital Seal.**

16 **Awards and Prizes**

MOTION

17 **By the Chief Commoner**

That the public be excluded from the meeting for the following items of business below on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 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

18 **Non-Public Minutes**

To agree the non-public minutes of the meeting of the Court held on 20 July 2023.

For Decision
(Pages 65 - 66)

19 **Investment Committee**

To consider proposals relating to the disposal of a freehold interest.

For Decision
(Pages 67 - 74)

20 **Civic Affairs Sub (Policy and Resources) Committee**

To consider recommendations concerning the annual City Events Programme.

For Decision
(Pages 75 - 80)

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LYONS, MAYOR

COURT OF COMMON COUNCIL

20th July 2023
MEMBERS PRESENT

ALDERMEN

Sir Peter Estlin (Alderman)
Dawn Frampton
Alison Gowman (Alderman)
Prem Goyal (Alderman)
Timothy Russell Hailes (Alderman)
Robert Picton Seymour Howard (Alderman)

Michael Hudson
Vincent Keaveny (Alderman)
Sheriff Alastair John Naisbitt King (Alderman)
Dame Susan Langley (Alderwoman)
The Rt Hon. The Lord Mayor Nicholas
Stephen Leland Lyons (Alderman)
Professor Michael Raymond Mainelli
(Alderman)

Christopher Makin (Alderman)
Susan Jane Pearson (Alderwoman)
Sir William Anthony Bowater Russell
(Alderman)
Sir David Hugh Wootton (Alderman)
Kawsar Zaman (Alderman)

COMMONERS

George Christopher Abrahams
Munsur Ali
Randall Keith Anderson, Deputy
Shahnan Bakth
Brendan Barns
Matthew Bell
The Honourable Emily Sophia
Wedgwood Benn
Christopher Paul Boden, Deputy
Keith David Forbes Bottomley,
Deputy
Tijs Broeke
Timothy Richard Butcher
Dominic Gerard Christian
Henry Nicholas Almroth Colthurst,
Deputy
Ann Holmes, Deputy
Anne Corbett
Graeme Doshi-Smith, Deputy
Simon Duckworth, Deputy
Peter Gerard Dunphy, Deputy

Mary Durcan
John Ernest Edwards
Helen Lesley Fentimen
Anthony David Fitzpatrick
John William Fletcher, Deputy
John Foley
Marianne Bernadette Fredericks,
Deputy
Steve Goodman
John Griffiths
Madush Gupta, Deputy
Caroline Wilma Haines
Jaspreet Hodgson
Wendy Hyde
Shravan Jashvantrai Joshi,
Deputy
Florence Keelson-Anfu
Elizabeth Anne King, Deputy
Gregory Alfred Lawrence
Natasha Maria Cabrera Lloyd-
Owen, Deputy

Charles Edward Lord, Deputy
Paul Nicholas Martinelli
Catherine McGuinness
Andrew Stratton McMurtrie
Timothy James McNally
Wendy Mead
Brian Desmond Francis Mooney,
Deputy
Eamonn James Mullally
Benjamin Daniel Murphy
Deborah Oliver
Graham Packham, Deputy
Judith Pleasance
James Henry George Pollard,
Deputy
Jason Paul Pritchard
Nighat Qureishi, Deputy
Alpa Raja
Anett Rideg
David Sales

Ian Christopher Norman Seaton
Hugh Selka
Dr Giles Robert Evelyn Shilson,
Deputy
Alethea Silk
Tom Sleigh
Sir Michael Snyder, Deputy
Naresh Hari Sonpar
Mandeep Thandi
James Michael Douglas
Thomson, Deputy
Luis Felipe Tilleria
James Richard Tumbridge
Shailendra Kumar Kantilal
Umradia
William Upton KC
Mark Raymond Peter Henry
Delano Wheatley
Ceri Wilkins
Philip Woodhouse, Deputy
Dawn Linsey Wright

1. Apologies The apologies of those Members unable to attend this meeting of the Court were noted.
2. Declarations There were no additional declarations.
3. Minutes *Resolved* – that the Minutes of the Court meeting held on 22 June are correctly recorded.
4. Mayoral The Rt Hon. The Lord Mayor took the opportunity to provide the Court with an

engagements

update on his recent engagements, including his hosting of the Financial and Professional Services Dinner and the signing of the Mansion House Compact.

5. Policy
Statement.

There was no statement.

6. **POLICY AND RESOURCES COMMITTEE**

(Deputy Christopher Michael Hayward)

6 July 2023

Independent Review of Member-related Project Governance

The Court considered a report of the Policy and Resources Committee seeking approval for a revised committee governance structure in response to an independent review.

The Deputy Chairman of the Policy and Resources Committee spoke to introduce the report and encouraged Members to support the recommendations.

A Member raised their concerns about the proposal to dissolve the Markets Board and move oversight of the markets to the Port Health and Environmental Services Committee. They felt that Members had not been given adequate time to consider these proposals and therefore moved to amend the recommendations to delete recommendations (g) the dissolution of the Markets Board and the transfer of its responsibilities to the Port Health and Environmental Services Committee and the subsequent changes to terms of reference; and (h) that the Port Health and Environmental Services Committee be renamed “the Port Health, Environmental Services & Markets Committee”.

*Pollard, J. H. G.
Deputy; Lord,
C. E. Deputy*

Amendment – to delete recommendations (g) and (h).

During debate, several Members spoke in support of the amendment, citing concerns over the role and capacity of the Port Health and Environmental Services Committee and overseeing the operational responsibilities of the Markets Board. Members also raised the historic connection between the City Corporation and the markets through the Board and its predecessor committees, and the risk of harming relations with the market tenants while negotiations on the relocation were ongoing.

Some Members felt that there were insufficient options presented to the Policy & Resources Committee when the matter was considered at its meeting and that further exploration of options should have been conducted ahead of a recommendation being made to the Court.

Other Members spoke to oppose the amendment, highlighting that several governance reviews had recommended the dissolution of the Markets Board and that the timing of the proposals brought forward in response to the most recent review, had been agreed by Members. It was felt that the City Corporation had a responsibility to ensure the best governance framework possible, to facilitate its decision making, and the original recommendation presented allowed for this.

During the ensuing debate, a Member made comments regarding the conduct of

another Member at a previous meeting of the Court. These comments were subsequently retracted.

*McMurtrie, A. S;
Broeke, T.*

In line with Standing Order 11(10), a procedural Motion was moved and put forthwith without debate.

Motion – That the question be now put.

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

Returning to the substantive recommendation there was a brief comment supporting the role of the Barking Reach Group (an informal group) in relation to the Markets Co-Location Programme.

There was also a remark made on the New Museum of London project, which was not a City Corporation project, but it was alleged that the programme had suffered following the City Corporations asks for changes in design.

Internal audit was recognised as serving a critical line of defence when assessing projects and public spend. The highest standard of governance was necessary for the significant use of public money. This included the timely declarations of real or apparent conflicts of interest, term limits on committees, as well as courteous and open debate.

It was noted that the various committees responsible for projects, were comprised of groups that were predominantly masonic. Recognising that this was legitimate philanthropic group, a Member impressed the importance of open and transparent conduct.

The Deputy Chairman of Policy & Resources concluded debate by recognising suggestions made on how the governance standards could be maintained, but noting that they were out of scope of the review currently before Members. He also noted that Members can be part of a number of organisations and that was their individual choice, providing they were appropriately declared upon their register of interests, it made no bearing on the decision making within the organisation.

Resolved, that – the Court:

1. Notes the findings of independent review into project-related Member governance set out in Appendix 1 of the report.
2. Approves the following recommendations:
 - a) Service committees are recognised as the sponsoring body for projects and responsible for taking decisions about the delivery of individual projects with the exception of projects over £100m which fall under the authority of the Capital Buildings Board.
 - b) The existing capital projects over £100m will remain the remit of the Capital Buildings Board supported by any sub-Group it may establish.

c) The Museum of London new museum project is not a City Corporation project and as such oversight remains with the New Museum Board and any funding issues managed through the tri-partite meetings.

d) Changes to the terms of reference for Operational, Property and Projects Sub-Committee, including a revised name, as set out in Appendix 2 to the report, to establish it as the oversight body for the new portfolio management approach.

e) Reporting line for Operational Property and Projects Sub-Committee should be to a single grand committee namely, the Finance Committee, and subsequent changes to the terms of reference for Policy and Resources Committee (Appendix 3 to the report) and Finance Committee (Appendix 4 to the report).

f) Changes to the Capital Buildings Board terms of reference as set out in Appendix 5 to the report.

g) Changes to the terms of reference of the Resource Allocation Sub-Committee to grant it responsibility for Operational Property, as set out in Appendix 7 to the report.

7. **POLICY AND RESOURCES COMMITTEE**

(Deputy Christopher Michael Hayward)

6 July 2023

Approach to the next Corporate Plan

The Court considered a report of the Policy and Resources Committee seeking approval to produce the next Corporate Plan, and the extension of the current Corporate Plan.

Resolved – that Members agree:

- to the next Corporate Plan being produced to cover April 2024 - March 2029, commencing on 1st April 2024
- to the Corporate Plan 2018-23 being extended (without any additions) to end on 31st March 2024.

Given the considerable number of items on the agenda and to ensure maximum participation by all Members in the casting of ballots, the Town Clerk with the Lord Mayor's consent, sought the leave of the Court to alter the order of business published within the Summons.

It was proposed that item 13, concerning committee and outside bodies appointments, be brought forward for consideration at this point of the meeting. If agreed, the Court would then return to item 8 and subsequent items.

In line with Standing Order No. 6(3), the Court agreed to amend the published order of business.

13.
Appointments

With the leave of the Court, Alpa Raja withdrew her nomination from the Equality, Diversity and Inclusion Sub-Committee.

In addition, following the decision taken by this Court under item 11, there was no vacancy on the Port Health & Environmental Services Committee as set out in the Summons.

The Court proceeded to consider the following appointments to vacancies on various committees and outside bodies:-

- (A) Three Members on the **Board of Governors of the City of London Freeman's School** for the balances of two vacancies expiring in July 2024 and one vacancy expiring in July 2027.

Nomination received:-

Deputy Philip Woodhouse

Read.

Whereupon the Lord Mayor declared Deputy Philip Woodhouse to be appointed to the Board of Governors of the City of London Freeman's School for a vacancy expiring in July 2027.

- (B) Two Members on the **Board of Governors of the City of London Girls School** for vacancies expiring in July 2027.

Nominations received:-

Jamel Banda

Jaspreet Hodgson

Read.

Whereupon the Lord Mayor declared Jamel Banda and Jaspreet Hodgson to be appointed to the Board of Governors of the City of London Girls School.

- (C) One Member on the **Education Board** for a vacancy expiring July 2027.

Nominations received: -

Dr Joanna Abeyie

Read.

Whereupon the Lord Mayor declared Dr Joanna Abeyie to be appointed to the Education Board.

- (D) *There was no appointment to be made at this item.*

- (E) One Member on the **Community and Children's Services Committee** for a vacancy expiring in April 2024.

Nominations received: -

John Griffiths

Read.

Whereupon the Lord Mayor declared John Griffiths to be appointed to the Community and Children's Services Committee.

- (F) One Member on the **Port Health & Environmental Services Committee** for a vacancy expiring in April 2024.

Following the decision taken by this Court under item 11, there was no vacancy on the Port Health & Environmental Services Committee.

- (G) One Member on the **Capital Buildings Board** for a vacancy expiring in April 2024.

Nominations received: -
Deputy Philip Woodhouse
Ian Seaton

Read.

- (H) Two Members on the **Equalities Diversity and Inclusion Sub (Policy & Resources) Committee** for vacancies expiring in April 2024.

Nominations received:-
Dr Joanna Abeyie
Judith Pleasance

Read.

Whereupon the Lord Mayor declared Dr Joanna Abeyie and Judith Pleasance to be appointed to the Equality, Diversity and Inclusion Sub-Committee for the year ensuing.

- (I) Two Members on the **Member Development and Standards Sub Committee** for vacancies expiring in April 2024.

Nominations received:-
Eammon Mullally
Deputy Nighat Qureishi

Read.

Whereupon the Lord Mayor declared Eammon Mullally and Deputy Nighat Qureishi to be appointed to the Member Development and Standards Sub Committee.

- (J) One Member on the **City & Guilds of London Institute** for a vacancy expiring in July 2027.

Nominations received:-
Florence Keelson-Anfu

Read.

Whereupon the Lord Mayor declared Florence Keelson-Anfu to be appointed to the City & Guilds of London Institute.

8. **PLANNING AND TRANSPORTATION COMMITTEE**

(Deputy Shravan Joshi)

21 June 2023

Bank Junction Improvements (All Change at Bank): Traffic mix and timing review update

The Court considered a report of the Planning and Transportation Committee seeking approval to pause work on the traffic modelling exercise at Bank Junction.

During discussion, several Members voiced their support for continuing to allow licensed hackney carriages to access Bank Junction, noting their importance for those working in and visiting the City, female travellers, and for accessibility.

Members also noted the complex nature of the junction and the need to work with several key stakeholders, including Transport for London (TfL).

Summing up the debate, the Chairman of the Planning and Transportation Committee confirmed that the City Corporation would need to follow Transport for London's (TfL) processes for notification for any changes, and would need to present a robust case. He undertook to provide an update to the Court in December.

Resolved – that the Court approves the pause of further work on the traffic modelling exercise at Bank Junction for the time being, to provide instead for a focus on identifying and evidencing the need for change and how this can be best addressed, and on undertaking further work to understand the potential latent demand.

9. **FINANCE COMMITTEE**

(Deputy Henry Nicholas Almroth Colthurst)

4 July 2023

Increase in Contract Value – Work and Health Programme (Central London Works)

The Court considered a report of the Finance Committee seeking approval to increase the contract value for the Work and Health Programme (Central London Works).

Resolved – that the Court approves an increase of £6m to the Central London Works Work and Health Programme contract, to give a total value of £89.6m.

10. 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:-

Jake Jon Bacchus	a Local Government Finance Director	Aylesbury, Buckinghamshire
<i>Anthony Ben Charlwood</i>	<i>Citizen and Basketmaker</i>	
<i>Donald Newell</i>	<i>Citizen and Pattenmaker</i>	
Ronald Aloysius Banks	a Hospitality Company Director	Sidcup, Kent
<i>Paul Victor Holmes</i>	<i>Citizen and Security Professional</i>	
<i>Mark Robert Jason Eyles-Thomas</i>	<i>Citizen and Security Professional</i>	
Elissa Bayer	an Investment Director	Edgware, Middlesex
<i>The Rt. Hon The Lord Mayor</i>	<i>Citizen and Merchant Taylor</i>	
<i>Deputy Ann Holmes</i>	<i>Citizen and Common Councillor</i>	
Adrian John Beckett	A Regular Army Officer	Camberley, Hampshire
<i>Deputy Ann Holmes</i>	<i>Citizen and Common Councillor</i>	
<i>CC Tom Sleigh</i>	<i>Citizen and Common Councillor</i>	
Laura Melanie Carpenter	a University Student	Mansbridge, Southampton
<i>Ann-Marie Jefferys</i>	<i>Citizen and Glover</i>	
<i>Anne Elizabeth Holden</i>	<i>Citizen and Basketmaker</i>	
Aeron Philip Joseph Chapman-Allen	a Distribution Director, retired	Charlton, London
<i>Roy Cooper</i>	<i>Citizen and Security Professional</i>	
<i>Timothy Arthur John Molden</i>	<i>Citizen and Security Professional</i>	
James Anthony Coffey	a Construction Group Chairman	Wembley, Middlesex
<i>Vincent Dignam</i>	<i>Citizen and Carman</i>	
<i>John Paul Tobin</i>	<i>Citizen and Carman</i>	
Mary Teresa Coffey	a Construction Company Director	Wembley, Middlesex
<i>Vincent Dignam</i>	<i>Citizen and Carman</i>	
<i>John Paul Tobin</i>	<i>Citizen and Carman</i>	
John Arthur Cooke, MBE	an International Economic Relations Consultant	Richmond, Surrey
<i>Catherine McGuinness, CBE, CC</i>	<i>Citizen and Solicitor</i>	
<i>Deputy Christopher Michael Hayward</i>	<i>Citizen and Pattenmaker</i>	
William Joseph Coppage	a Fencing Company Director, retired	Blackwood, Caerphilly, Wales
<i>Deputy Henry Nicholas Almroth Colthurst</i>	<i>Citizen and Grocer</i>	
<i>Deputy Randall Keith Anderson</i>	<i>Citizen and Common Councillor</i>	

David Francisco Juan Dalmau	a Restaurant Company Director	Forest Hill, London
<i>Henry Llewellyn Michael Jones, CC</i>	<i>Citizen and Common Councillor</i>	
<i>Deputy Marianne Bernadette Fredericks</i>	<i>Citizen and Baker</i>	
Sarah Lesley Danes	a Head of Business Development, retired	Paddington, London
<i>The Rt. Hon The Lord Mayor Deputy Ann Holmes</i>	<i>Citizen and Cordwainer</i>	
Maria Eugenie Michele Davis	a Headteacher	East Dean, West Sussex
<i>Ian Brinsley Andrews</i>	<i>Citizen and Pavior</i>	
<i>David Guyon</i>	<i>Citizen and Clothworker</i>	
Thomas William Darnton Dean, MBE	a Professional Athlete	Bath, Somerset
<i>Ald. Robert Picton Seymour Howard</i>	<i>Citizen and Gardener</i>	
<i>Deputy Charles Edward Lord, OBE, JP</i>	<i>Citizen and Broderer</i>	
Dr Janet Dehmer	an English Teacher	Wuerzburg, Germany
<i>Judy Senta Tayler-Smith</i>	<i>Citizen and Upholder</i>	
<i>Simon Jonathan Tayler-Smith</i>	<i>Citizen and Basketmaker</i>	
Anthony Robert Dennis	a Regional Operations Manager, retired	Oxted, Surrey
<i>Christopher Nigel Bilsland</i>	<i>Citizen and Farrier</i>	
<i>Jeremy George Kean</i>	<i>Citizen and Currier</i>	
Robert William Edgeworth	an Accountant, retired	Bromley, Kent
<i>Dean Hollington</i>	<i>Citizen and Blacksmith</i>	
<i>John Leslie Barber, DL</i>	<i>Citizen and Blacksmith</i>	
Susan Janette Evans	a Schoolteacher, retired	Blackwood, Gwent, Wales
<i>Deputy Henry Nicholas Almroth Colthurst</i>	<i>Citizen and Grocer</i>	
<i>Deputy Randall Keith Anderson</i>	<i>Citizen and Common Councillor</i>	
Gregory John Flatt	a Private Landlord and Garage Proprietor	Ipswich, Suffolk
<i>Ann-Marie Jefferys</i>	<i>Citizen and Glover</i>	
<i>Anne Elizabeth Holden</i>	<i>Citizen and Basketmaker</i>	
Claire Anna Fox	a Legal Firm Practice Manager	Brentwood, Essex
<i>Royston Paul Fox</i>	<i>Citizen and Loriner</i>	
<i>Simon Stuart Walsh</i>	<i>Citizen and Loriner</i>	
Samantha Louise French	a Virtual Services Company	Southwark, London

	Director	
<i>Ann-Marie Jefferys</i>	<i>Citizen and Glover</i>	
<i>Anne Elizabeth Holden</i>	<i>Citizen and Basketmaker</i>	
Troy Martin Gallagher	a Civil Servant	Finsbury, London
<i>Ald. Vincent Keaveny, CBE</i>	<i>Citizen and Solicitor</i>	
<i>Brian Andrew Kay, OBE, TD, DL</i>	<i>Citizen and Furniture Maker</i>	
Beryl Christine Patricia Gayler	a Stockbroker, retired	Orpington, Kent
<i>The Rt. Hon The Lord Mayor</i>	<i>Citizen and Merchant Taylor</i>	
<i>Deputy Ann Holmes</i>	<i>Citizen and Common Councillor</i>	
Rt Hon Dominic Charles Robert Grieve	a Barrister	Kensington, London
<i>The Rt. Hon The Lord Mayor</i>	<i>Citizen and Merchant Taylor</i>	
<i>Deputy Ann Holmes</i>	<i>Citizen and Common Councillor</i>	
Lewis Edward Grover	a Science Technician	Leatherhead, Surrey
<i>Deputy Philip Woodhouse</i>	<i>Citizen and Grocer</i>	
<i>Jamel Banda, CC</i>	<i>Citizen and Poulter</i>	
Samantha Jane Grover	a School Secretary	Leatherhead, Surrey
<i>Jamel Banda, CC</i>	<i>Citizen and Poulter</i>	
<i>Andrew Campbell McMillan</i>	<i>Citizen and Fletcher</i>	
Stephen James Grover	a Data Governance Director	Leatherhead, Surrey
<i>Deputy Philip Woodhouse</i>	<i>Citizen and Grocer</i>	
<i>Jamel Banda, CC</i>	<i>Citizen and Poulter</i>	
Paul Gwilliam	a Headteacher, retired	Southend-on-Sea, Essex
<i>Anthony Sharp</i>	<i>Citizen and Loriner</i>	
<i>Simon Stuart Walsh</i>	<i>Citizen and Loriner</i>	
Simon Neal Haw	a Regular Army Officer	Birdcage Walk, Westminster
<i>Deputy Ann Holmes</i>	<i>Citizen and Cordwainer</i>	
<i>Tom Sleigh, CC</i>	<i>Citizen and Common Councillor</i>	
Derek Michael William Hornshaw	a Chemical Plant Works Manager, retired	Chatham, Kent
<i>Ann-Marie Jefferys</i>	<i>Citizen and Glover</i>	
<i>Anne Elizabeth Holden</i>	<i>Citizen and Basketmaker</i>	
Graham Michael Howlett	a Vehicle Company General Manager	Wokingham, Berkshire
<i>Vincent Dignam</i>	<i>Citizen and Carman</i>	
<i>John Paul Tobin</i>	<i>Citizen and Carman</i>	
William Anthony Hoyle	a Charity Director, retired	Mortlake, London
<i>Deputy Dr Giles Robert Evelyn Shilson</i>	<i>Citizen and Ironmonger</i>	
<i>Paul Nicholas Martinelli, CC</i>	<i>Citizen and Butcher</i>	

Gail Adriane Le Coz <i>Ald. Prem Babu Goyal, OBE</i> <i>Ald. Alexander Robertson</i> <i>Martin Barr</i>	a College Audit Committee Chair <i>Citizen and Goldsmith</i> <i>Citizen and Ironmonger</i>	Kensington, London
Nigel Spencer Lefton <i>Deputy Christopher Michael Hayward</i> <i>Deputy Ann Holmes</i>	a Local Government Officer <i>Citizen and Pattenmaker</i> <i>Citizen and Cordwainer</i>	Bassishaw, City of London
Emily Jane Lewis <i>Prof. Michael John Lewis</i> <i>Graham Barker</i>	a Technology Apprentice <i>Citizen and Arts Scholar</i> <i>Citizen and Arts Scholar</i>	Eltham, London
Otile Mabuse <i>Deputy Keith David Forbes Bottomley</i> <i>Deputy Christopher Michael Hayward</i>	a Broadcaster and Entertainer <i>Citizen and Pattenmaker</i> <i>Citizen and Pattenmaker</i>	Greenford, London
Jennifer Macdonald <i>Emma Whitaker</i> <i>Lt Col Simon Wilkinson, TD, DL</i>	Margaret a Commercial Lettings Company Director <i>Citizen and Feltmaker</i> <i>Citizen and Feltmaker</i>	Epsom, Surrey
Nahuel Ezequiel Burrieza <i>Timothy McNally, CC</i> <i>Shailendra Kumar Kantilal Umradia, CC</i>	Marisi a Software Engineer <i>Citizen and Glazier</i> <i>Citizen and Information Technologist</i>	Stockholm, Sweden
Michelle Marie McAtee <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Ann Holmes</i>	a Mergers and Acquisitions Company Director <i>Citizen and Common Councillor</i>	Wapping, London
Alexandra Elizabeth Mills <i>Deputy Catherine Sidony McGuinness, CBE</i> <i>Deputy Christopher Michael Hayward</i>	an International Trade Policy Adviser <i>Citizen and Solicitor</i> <i>Citizen and Pattenmaker</i>	Battersea, London
Loknath Mishra <i>Deputy Rehana Banu Ameer</i> <i>Ald. Michael Raymond Mainelli</i>	a Bank Chief Executive <i>Citizen and Common Councillor</i> <i>Citizen and World Trader</i>	Hammersmith, London
Suzanne Onodi <i>Deputy Marianne Bernadette Fredericks</i> <i>Vincent Dignam</i>	a Civil Servant <i>Citizen and Baker</i> <i>Citizen and Carman</i>	Orpington, Kent

Sir Howard Hugh Panter	a Theatre Company Chief Executive	Pyrford, Surrey
<i>The Rt. Hon The Lord Mayor</i>	<i>Citizen and Merchant Taylor</i>	
<i>Ald. Sir William Anthony Bowater Russell</i>	<i>Citizen and Haberdasher</i>	
Hilary Margaret Pearson	a Stockbroker, retired	Charlcutt, Wiltshire
<i>The Rt. Hon The Lord Mayor</i>	<i>Citizen and Merchant Taylor</i>	
<i>Deputy Ann Holmes</i>	<i>Citizen and Cordwainer</i>	
Anibal Pinto Ferrada	a Lawyer	Santiago, Chile
<i>Dr Gia Campari</i>	<i>Citizen and Management Consultant</i>	
<i>Robert Alan Broomhead, TD</i>	<i>Citizen and Management Consultant</i>	
Michael Ignatius Roddy	a Building Materials Company Managing Director	West Wickham, London
<i>Vincent Dignam</i>	<i>Citizen and Carman</i>	
<i>John Paul Tobin</i>	<i>Citizen and Carman</i>	
Sudhir Sharma	a Banker	St John's Wood, London
<i>Deputy Rehana Banu Ameer</i>	<i>Citizen and Common Councillor</i>	
<i>Ald. Michael Raymond Mainelli</i>	<i>Citizen and World Trader</i>	
Sanjay Silas	a Banker	St John's Wood, London
<i>Deputy Rehana Banu Ameer</i>	<i>Citizen and Common Councillor</i>	
<i>Ald. Michael Raymond Mainelli</i>	<i>Citizen and World Trader</i>	
Mathew Andrew Skipper-Banks	a Hospitality Company Director	Sidcup, Kent
<i>Paul Victor Holmes</i>	<i>Citizen and Security Professional</i>	
<i>Mark Robert Jason Eyles-Thomas</i>	<i>Citizen and Security Professional</i>	
Christine Anne Spencer	a Stockbroker, retired	Weybridge, Surrey
<i>The Rt. Hon The Lord Mayor</i>	<i>Citizen and Common Councillor</i>	
<i>Deputy Ann Holmes</i>		
Dame Rosemary Anne Squire, DBE	a Theatre Company Chief Executive	Pyrford, Surrey
<i>The Rt. Hon The Lord Mayor</i>		
<i>Ald. Sir William Anthony Bowater Russell</i>	<i>Citizen and Haberdasher</i>	
The Revd Canon Andrew Graham Stevens	a Clerk in Holy Orders	Plumstead, London
<i>Wesley Val Hollands</i>	<i>Citizen and Loriner</i>	
<i>Jonathan Peter Wallis</i>	<i>Citizen and Loriner</i>	
Janet Stevens	a Further Education Manager	Cowes, Isle of Wight
<i>The Rt. Hon The Lord Mayor</i>		
<i>Deputy Ann Holmes</i>	<i>Citizen and Cordwainer</i>	

Linda Kim Treacy <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Ann Holmes</i>	an Interior Designer <i>Citizen and Cordwainer</i>	Colchester, Essex
Richard Vickerstaff <i>Ann-Marie Jefferys</i> <i>Anne Elizabeth Holden</i>	an Information Technology Manager, retired <i>Citizen and Glover</i> <i>Citizen and Basketmaker</i>	Kesgrave, Suffolk
Sharukh Tehmtan Wadia <i>Deputy Rehana Banu Ameer</i> <i>Ald. Michael Raymond</i> <i>Mainelli</i>	a Banker <i>Citizen and Common Councillor</i> <i>Citizen and World Trader</i>	Wimbledon, London
Peter Graham Williams <i>CC, Wendy Mead, OBE</i> <i>Patricia Agnes Campfield,</i> <i>MBE</i>	a Medical Practitioner, retired <i>Citizen and Glover</i> <i>Citizen and Wheelwright</i>	Aldwick, West Sussex
Paul Wright <i>Deputy Christopher Michael</i> <i>Hayward</i> <i>Deputy Ann Holmes</i>	the Deputy Remembrancer of the City of London <i>Citizen and Pattenmaker</i> <i>Citizen and Cordwainer</i>	Bassishaw, City of London

11. Motions

Moss, A.,
Deputy;
Holmes, P.A.,
Deputy

Resolved – That Deputy Alastair Moss be appointed to the Port Health & Environmental Services Committee in the room of Tijs Broeke for the Ward of Cheap.

12. Questions

Packham, G.
Deputy, to the
Deputy
Chairman of
Policy and
Resources

Livestreaming of Wardmotes

Deputy Graham Packham drew the Court's attention to the livestreaming of the wardmote for the Ward of Castle Baynard elections the previous week, which had received high viewing figures and positive feedback, and noted that several residents had said it would have been beneficial to have held it before the postal vote deadline. He therefore asked the Deputy Chairman of the Policy and Resources Committee if any consideration had been given to continuing the livestreaming for future elections, and if it would be possible to schedule wardmotes earlier than the day before polling day.

In reply, the Deputy Chairman said that the livestreaming of the wardmote had been arranged as a pilot to explore ways in which the City Corporation could improve democratic participation. A review of the pilot would follow to inform a decision on continuing the livestreaming of wardmotes. The scheduling of wardmotes was fixed by primary legislation to take place on the day prior to polling day.

Deputy Packham asked a supplementary question, requesting that the Deputy Chairman consult the Remembrancer to investigate the possibility of changing the legalisation regarding the scheduling of wardmotes. The Deputy Chairman replied

and undertook to consult the Remembrancer.

Elizabeth King asked a supplementary question of the Deputy Chairman, asking if he was aware of the practice of organising hustings in the Wards of Aldersgate and Cripplegate before the deadline for postal votes. The Deputy Chairman replied to say that he had nothing more to add.

Accessibility in the Square Mile

The question from Deputy Madush Gupta was withdrawn having been raised under item 8.

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

Hong Kong

Mark Wheatley asked the Deputy Chairman of the Policy and Resources Committee if he would remind the Court of commitments to the rule of law and Hong Kong citizens made through previous motions passed by the Court, and if he would reaffirm these commitments considering the recent bounty placed by Hong Kong authorities on eight pro-democracy activists.

In reply, the Deputy Chairman of the Policy and Resources Committee said that a resolution made by the Court in September 2020 was in the public record. The Court had reiterated its support for the 1984 Sino-British Joint Declaration on Hong Kong and noted the UK Government's position that the National Security Law was in breach of that treaty. The resolution affirmed that those seeking to move from Hong Kong to the UK as a result of the law would always be welcome in the City London. The Deputy Chairman said that he was happy to reaffirm this position.

In response to the question on the bounty on the pro-democracy activists, the Deputy Chairman noted that the UK Government had recently reiterated its call for the National Security Law to be removed and for the Hong Kong authorities to cease targeting those who stand up for freedom and democracy.

Mark Wheatley asked a supplementary question, asking if the Deputy Chairman of the Policy and Resources Committee would support him in nominating the three activists resident in the Square Mile for the Freedom of the City of London.

The Deputy Chairman replied that he would in principle be happy to support these nominations through the proper processes.

Having already considered item 13 at an earlier point on the agenda, the Court moved directly onto item 14.

14. CITY OF LONDON POLICE AUTHORITY BOARD

(Deputy James Thomson)

28 June 2023

City of London Police: Annual Report 2022/23

The Court received a report of the City of London Police Authority Board presenting the City of London Police's Annual Report.

In response to questions, the Chairman provided assurance that anti-social behaviour had gone down in absolute terms.

The Chairman also confirmed that once the Metropolitan Police's report reviewing arrests connected to the Coronation was published, it would be considered by the Board's Professional Standards and Integrity Committee, before going to the main Board.

The Chairman clarified that Mental Health was listed as a criteria because there was a requirement of the Home Office to record crimes where mental health was deemed to be a factor, not a cause.

Resolved – that the report be received.

15. **AUDIT AND RISK MANAGEMENT COMMITTEE**

(Alderman Prem Goyal)

10 July 2023

Annual Report

The Court considered a report of the Audit and Risk Management Committee presenting that Committee's Annual Report.

Resolved – that the report be received.

16.
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:-

Bills

Date in Force

Retained EU Law (Revocation and Reform) Act 2023

29th June 2023

The Act revokes certain specified pieces of Retained EU Law (REUL) at the end of 2023 and grants the Secretary of State powers to restate, revoke, replace or update REUL until 23 June 2026. It places a duty on the Secretary of State to regularly update the Government's REUL Dashboard and publish reports on the revocation and reform of REUL. The Act also abolishes the principle of the supremacy of EU law and other general principles of EU law and facilitates domestic courts to depart from retained case law.

Higher Education (Freedom of Speech) Act 2023

11th May 2023

The Act enhances existing freedom of speech duties on registered higher education providers, including the Guildhall School of Music and Drama. It creates a new duty to promote freedom of speech and academic freedom, as well as obligations for students' unions. The Act also enables individuals to claim for losses that they have suffered as a result of breaches of specified freedom of speech duties.

Statutory Instrument

**The Public Order Act 2023 (Commencement No. 1)
(England and Wales) Regulations No 733**

2nd July 2023

These Regulations brought into force provisions of the Public Order Act 2023, including the new criminal offences of causing serious disruption by tunnelling or by being present in a tunnel, of being equipped for tunnelling, and of obstruction of major transport works. The Regulations also brought into force new protections for journalists observing or reporting on a protest, or on the exercise of police powers in relation to a protest. Some key provisions of the Act were brought into effect by Regulations in May in time for the Coronation weekend. These are the second commencement regulations, but the first which extend only to England and Wales.

**The Public Order Act 1986 (Serious Disruption to the Life
of the Community) Regulations 2023 No. 655**

15th June 2023

The Public Order Act 1986 enables police officers to impose conditions on public processions and public assemblies, where they reasonably believe that these may result in “serious disruption to the life of the community”. The 1986 Act does not define this expression. It provides a non-exhaustive list of examples which may constitute serious disruption to the life of the community. These Regulations amend this list of examples and provide that the term “community” extends to anyone who may be affected by the procession or assembly, regardless of whether they live or work in the area.

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

Read.

17. There were no ballots at the last Court.
Ballot Results

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

Ian David Luder

Packham, G,
Deputy ;
Holmes, P.A.,
Deputy

Lately Alderman for the Ward of Castle Baynard, for the service that he has given to the Corporation and to the City of London over the past twenty-five years.

Ian was elected as Alderman for the Ward in May 2005, following some seven years’ service prior as a Common Councillor for the Ward of Farringdon Without, to which position he was elected in 1998. Earlier still, he was a Councillor at Bedford Borough Council, on which authority he served from 1976, when just the tender age of 25, through until 1999 – meaning Ian served for a remarkable 47 consecutive years as an elected member of local authorities.

Born in the East End of London, Ian attended The Haberdashers’ Aske’s Boys’

School: a first brush with the Livery, presaging a civic career which would see him so closely involved with that great movement. In his civic life, he not only helped to found a new Livery Company, the Worshipful Company of Tax Advisers, and act as Sponsoring Alderman of the Worshipful Company of Arts Scholars, but he was also an active and Liveryman of the Coopers' Company, and supported many others in his civic role in pursuit of their educational and philanthropic activities.

Ian served with distinction as a Sheriff of London in 2007–08 and was then elected as the City's 681st Lord Mayor on 29 September 2008, taking office in the "Silent Ceremony" on 7 November. He is one of few to-date to have served both prestigious offices in consecutive years – no mean feat, as I'm sure the current Lord Mayor could attest! In both roles and, indeed, throughout his City career, Ian has been extremely ably and enthusiastically supported by his wife, Lin – a real team effort and commitment.

Following his successful Mayoralty Ian was, for many years, the City's Senior Alderman. As such, as well as being a valued source of support, advice, and wisdom to his colleagues, Ian has also been an integral participant at many historic and prestigious occasions of national import, including Her late Majesty Queen Elizabeth II's Platinum Jubilee, the proclamation of the new King, Charles III, on the steps of the City's Royal Exchange, and numerous State Banquets for visiting Heads of State.

Whilst his time as both a Commoner and an Alderman saw Ian serve on a wide range of City Corporation committees, it is particularly remarkable that he served as Chairman or Deputy Chairman of no fewer than nine, including the Finance Committee, the Audit & Risk Management Committee, the Open Spaces & City Gardens and West Ham Park Committees, and, most recently, the Local Government Pensions Board. Those of us who have served such office know well the commitment this entails, and Ian's in-depth knowledge of the City financial, coupled with his enthusiasm for the City's future well-being, have been particularly valuable during a period of office which has seen so much change, as well as periods of great uncertainty.

Ian's sense of public duty and service will undoubtedly be long remembered by this Court and an incredibly hard act to follow. In taking their leave, all of his colleagues wish Ian all their very best for the future and hope that he and his family will long retain many, many happy memories of a long and successful civic life in the City.

19. Docquets
for the Hospital
Seal

There were no docquets for the Seal.

20. Awards
and Prizes

There was no report, however, the Town Clerk with the Lord Mayor's consent noted two awards received by the City of London Corporation from the Royal Town Planning Institute. The first award is for the London Planning Authority of the year. The second is for Pearl Figueira, who has been named Young London Town Planner of the Year.

21.

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

Holmes, P.A.,
Deputy;
Colthurst, H. N.
A., Deputy

information as defined in Paragraph 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.

22. Non-
public minutes

Resolved – That the non-public minutes of the last Court held on 22 June are correctly recorded.

23.

FINANCE COMMITTEE

(Deputy Henry Nicholas Almroth Colthurst)

3 July 2023

Minor Works Measured Term Contracts - Contract Award

The Court considered and approved a report concerning contract awards.

24.

FINANCE COMMITTEE

(Deputy Henry Nicholas Almroth Colthurst)

6 July 2023

Catering Contract Extension for City of London School and the City of London School for Girls

The Court considered and approved a report concerning a contract extension.

The meeting commenced at 13.00 and ended at 15.53

THOMAS.

Report – Policy and Resources Committee

Revised Complaints Procedure

To be presented on Thursday, 7th September 2023

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

SUMMARY

This report sets out proposals for a revised Complaints Procedure with regard to any future Member on Member complaints under the Code of Conduct.

At their most recent meeting held towards the end of July, the newly constituted Member Development and Standards Sub-Committee were asked to consider, and subsequently unanimously approved, the proposed revisions which would emphasise the role of the Chief Commoner and the Aldermanic Chairs in resolving future disputes between Members.

These changes were subsequently approved by the Chairman and Deputy Chairman of your Policy and Resources Committee under urgency and are now presented here for wider approval. If supported, the changes will be implemented without further delay and will allow the Court to focus on the best possible form of conflict resolution between Members going forward.

Recommendations

That Members approve the revised Complaints Procedure as set out at Appendix 1.

MAIN REPORT

Background

1. On 21st July 2023, the newly constituted Member Development and Standards Sub-Committee met for the first time. Amongst the items of business considered was a joint report of the Comptroller and City Solicitor and the Town Clerk & Chief Executive updating members on various standards matters. Amongst these, was a proposal to revise the existing Complaints Procedure such that any future Member on Member complaints should be referred, in the first instance, to either the existing or a past Chief Commoner still on the Court or to one of the Aldermanic Chairs as appropriate.
2. The role of the Chief Commoner has traditionally included a concern for the welfare and conduct of Common Councillors, and the Chair of the General Purposes Committee of Aldermen and the Chair of the Nominations Committee of Aldermen perform a similar function in relation to Aldermen. An amendment to the current Complaints Procedure was therefore proposed by the Chief Commoner, to incorporate a Pre-Complaint Protocol. This would emphasise the existing alternative avenue for

Members to resolve concerns about the conduct of other Members, through the Chief Commoner and the Aldermanic Chairs, and the need to exhaust that process before a formal complaint is made.

3. As per historic practice, a Member with a concern about the conduct of an Alderman would be directed to seek assistance from one of the Aldermanic Chairs in the first instance, and a Member with a concern about the conduct of a Common Councillor would be directed to the Chief Commoner. The proposed text envisages that the Chief Commoner may, where appropriate, nominate a former Chief Commoner who is still on the Court to deal with the matter. This is designed to address any potential conflicts of interest, or personality clashes, with a view to achieving the best possible outcome in any given case.
4. This proposal has been prompted by a feeling that there have been too many Member on Member complaints, that tend to escalate and become divisive on the Court of Common Council, and lead to tit for tat complaints. The proposed change would further highlight that the Court is very keen to focus on conflict resolution where possible. It is important to note that any Member will still be able to make a complaint to the Panel of Independent Persons, once they have tried this other route. Members will also still be able to go straight to the Panel with a complaint, if there are exceptional circumstances. This will have no impact on complaints from any other sources i.e. Co-opted Members, Officers, members of the public.
5. A revised Complaints Procedure with the proposed amendments highlighted as tracked changes is attached at Appendix 1 to the report. The main additions are at paragraphs 3, 14(iii), 21 and 22. The changes to the complaint form at Appendix 2 are not tracked but are contained in a new section 3 relating to the Pre-Complaint Protocol.
6. The Panel of Independent Persons and other stakeholders, including the Aldermanic Chairs and former Chief Commoners still on the Court, have been consulted on the proposals and are content.
7. It is proposed that, before any changes to the Complaints Procedure are implemented, a separate Pre-Complaint Protocol document will be drawn up by the Chief Commoner and the Aldermanic Chairs, which will provide more detail for Members on how they will manage their part of the process.
8. The matter is now for consideration by the Court of Common Council.

Conclusion

9. An increase in the number of Member on Member complaints, their escalation and divisive impact on the Court has resulted in a proposal from the new Member Development and Standards Sub-Committee that, if supported, will emphasise the existing alternative avenue for Members to resolve concerns as to the conduct of other Members, through the Chief Commoner and the Aldermanic Chairs, and the need to exhaust that process before a formal complaint is made. These proposed changes

would be reflected within the Complaints Procedure and are now set before Members this day for final consideration.

Appendices

Appendix 1 – Draft Complaints Procedure showing proposed tracked changes

Appendix 2 – Draft Complaint Form

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

DATED this 17th day of August 2023.

SIGNED on behalf of the Committee.

Deputy Christopher Hayward
Chairman, Policy and Resources Committee

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In force for new complaints from ~~5 August 2022~~xxx.



**HOW COMPLAINTS SUBMITTED TO
THE CITY OF LONDON
CORPORATION RELATING TO THE
MEMBER CODE OF CONDUCT WILL
BE DEALT WITH**

INTRODUCTION

1. The Localism Act 2011 requires the City of London Corporation (“the Corporation”) to have in place arrangements under which written allegations of a breach of the member code of conduct can be investigated and decisions on those allegations taken. These arrangements apply to both elected members and co-opted members.
2. The Localism Act 2011 only applies to the Corporation in its capacity as a local authority or police authority. The Corporation has, however, chosen to apply the member code of conduct and these arrangements to all of its functions.

MEMBER AGAINST MEMBER COMPLAINTS – PRE-COMPLAINT PROTOCOL

3. Where an elected member wishes to make a complaint against another elected member, there is a strong expectation that they should first seek a resolution to their concern in accordance with the separate pre-complaint protocol. If the concern relates to the conduct of an Alderman, assistance should be sought from the chair of the General Purposes Committee of Aldermen or the chair of the Nominations Committee of Aldermen (“the Aldermanic chairs”). If the concern relates to the conduct of a Common Councillor, assistance should be sought from the Chief Commoner who may, where appropriate, nominate a member who formerly held that office to deal with the matter.

THE PANEL OF INDEPENDENT PERSONS

3.4. The Corporation must appoint at least one Independent Person under the Localism Act 2011 whose views:

- (i) must be sought, and taken into account, by the Corporation before it makes its decision on an allegation that it has decided to investigate;
- (ii) may be sought by the Corporation in relation to an allegation in other circumstances;
- (iii) may be sought by a member against whom an allegation has been made (“the subject member”).

4.5. The Corporation has decided to appoint a panel of Independent Persons (“the Independent Panel”) and to give them an enhanced and expanded role in overseeing the complaints process. Whilst the Independent Persons cannot be formal decision-makers under the relevant legislation, the Town Clerk and the Monitoring Officer have delegated authority to implement certain recommendations of the Independent Panel, where indicated in this procedure. If they disagree with a recommendation of the Independent Panel then they must refer the matter to the Court of Common Council. Any recommendation following a hearing and any appeal, that concerns a breach of the code of conduct and an appropriate sanction, will automatically be referred to the Court of Common Council for decision, as set out in this procedure. All of the Independent Persons will be of equal stature but they will select a chair from time to time to liaise on

their behalf with the Corporation. The Independent Panel will provide an annual report to the Court of Common Council on all of the complaints that it has considered during the year.

SUB-PANELS

5-6. In the interests of fairness and efficiency, the Independent Panel will operate through a different sub-panel for each stage of the process as follows:

- (i) Assessment Panel;
- (ii) Hearing Panel;
- (iii) Appeal Panel.

6-7. Each sub-panel will consist of three Independent Persons, appointed by the Town Clerk in consultation with the Independent Panel. They may meet physically or virtually, or in a hybrid fashion. Each sub-panel will elect a chair and make recommendations based on a simple majority vote. No Independent Person may sit on more than one sub-panel in relation to the same complaint. Each sub-panel will receive administrative support from the Town Clerk and legal advice from the Monitoring Officer.

7-8. In addition, the Appeal Panel will be assisted by an elected member, appointed by the Town Clerk, to advise on contextual matters. The appointment will be made in consultation with the chair of the Independent Panel, the Chief Commoner and the chair of the Civic Affairs Sub-Committee.

PUBLIC ACCESS TO MEETINGS AND PAPERS

8-9. Meetings of the sub-panels will apply the same provisions regarding public access to meetings as the Corporation's local authority committees. Under section 100A of the Local Government Act 1972, meetings shall be open to the public except to the extent that they are excluded. The public may be excluded from a meeting during an item of business whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item there would be disclosure to them of exempt information. For more information on exempt information see Appendix 1. In such cases, any member may also be excluded from the meeting in accordance with Standing Orders.

9-10. Meetings of the sub-panels will also be treated as subject to the same provisions regarding public inspection of agendas, reports, background papers and minutes as the Corporation's committees, under sections 100B-100D of the Local Government Act 1972. However, the Corporation is not required to disclose to the public any document or part of a document that contains exempt information.

SUBJECT MEMBER CONSULTING WITH INDEPENDENT PERSON

~~40.11.~~ A subject member is entitled to consult confidentially with an Independent Person at any stage in the complaints process. The Town Clerk will appoint one of the Independent Persons for this purpose on request, in consultation with the chair of the Independent Panel. This will be an Independent Person who has not been and will not be involved in the determination of the complaint, at any stage, and they will be available to support the subject member throughout the complaints process.

CONFLICTS OF INTEREST

~~41.12.~~ It is envisaged that the enhanced use of the Independent Panel will limit the possibility for conflicts of interest to arise. No individual (whether an Independent Person, elected member or officer) shall participate in the consideration of a complaint where there is a real or perceived risk of bias, or if they have, or might be reasonably perceived to have, a conflict of interest. This will include declared interests, personal involvement or the involvement of a family member or close associate. A conflict would not normally arise from mere acquaintance, or the sort of relationship that usually exists between members and/or officers of the Corporation.

COMPLAINTS

~~42.13.~~ This complaints procedure is publicised on the complaints and corporate governance pages of the Corporation website and explains where code of conduct complaints should be sent. A copy of the complaint form can be accessed via the Corporation's website or can be requested from the Principal Committee & Member Services Manager, Town Clerk's Office (telephone 020 7332 1409). Formal complaints must be submitted in writing although this includes fax and electronic submissions. Help is available from the Town Clerk for people who might be disadvantaged by this requirement.

~~43.14.~~ The form covers the following matters:-

(i) Complainant's name, address and contact details;

~~(ii)~~ Complainant's status i.e. fellow member, member of the public or officer;

~~(ii)(iii)~~ Where the complainant is an elected member seeking to complain about another elected member, confirmation that they have complied with the pre-complaint protocol, or the reasons why not;

~~(iii)(iv)~~ Who the complaint is about;

~~(iv)(v)~~ Whether the complainant would be prepared to consider informal resolution;

~~(v)~~(vi) Details of the alleged misconduct including, where possible, the paragraphs of the code of conduct that have been breached, dates, witness details and other supporting information;

~~(vi)~~(vii) A warning that the complainant's identity and a copy of the complaint will normally be disclosed to the subject member, unless there are exceptional circumstances.

~~14.~~15. A complainant may, at any stage, withdraw their complaint with the consent of the Monitoring Officer, acting in consultation with the relevant sub-panel. Consent will only be withheld where there is a genuine public interest in continuing to consider the complaint in accordance with this procedure.

CONFIDENTIALITY

~~15.~~16. Members who are complained about generally have a right to know who the complainant is and to be provided with a copy of the complaint. A complainant's identity or any details of their complaint are unlikely to be withheld unless there are exceptional circumstances, for example if the complainant has reasonable grounds for believing that they will be at risk of physical or other harm or detriment if their identity is disclosed. If the nature of the allegations warrant it, then anonymous complaints may also be considered in exceptional circumstances.

~~16.~~17. Requests for confidentiality or for suppression of complaint details should be included in the complaint form. The Assessment Panel will consider the request as a preliminary matter. Where it is not appropriate to give the subject member a full copy of the complaint, the Assessment Panel will consider whether it is possible to give them a summary or a redacted version of the complaint.

~~17.~~18. The Town Clerk will confirm any decision regarding confidentiality to the complainant. If the request for confidentiality is not granted, the complainant will usually be allowed the option of withdrawing their complaint. However, it is important that in certain exceptional circumstances, where the matter complained about is very serious, the Corporation can proceed with an investigation or other action and disclose a complainant's name even if they have expressly asked us not to. It may also be necessary in those circumstances to make a referral to another agency.

~~18.~~19. Where there is a reasonable suspicion that informing the subject member of a complaint may lead to an attempt to interfere with evidence or intimidate witnesses, the Town Clerk may defer notification to enable a proper investigation to take place.

~~19.~~20. Where issues around confidentiality do arise, the procedures as set out in this document shall be modified accordingly.

ACTION FOLLOWING RECEIPT OF A COMPLAINT – ELECTED MEMBERS ONLY

21. Where an elected member wishes to complain about another elected member and has indicated on their complaint form that they have complied with the pre-

complaint protocol, the Monitoring Officer will seek confirmation in writing from the Chief Commoner, or the Aldermanic chairs as appropriate, that they have been contacted by the complainant and that efforts to resolve the concern have been unsuccessful. No further action will be taken in relation to the complaint and the time limits set out in the following provisions of this complaints procedure will not begin to run until confirmation has been received.

22. Where an elected member wishes to complain about another elected member and has indicated on their complaint form that they have not complied with the pre-complaint protocol, the Assessment Panel will consider any explanation for this that has been included on the complaint form as a preliminary matter. The Assessment Panel will only proceed to assess the complaint in accordance with the following provisions of this complaints procedure where there are exceptional circumstances to justify this course of action.

ACTION FOLLOWING RECEIPT OF A COMPLAINT – ALL COMPLAINTS

20-23. The Monitoring Officer will acknowledge receipt of a complaint within 10 working days. They may ask the complainant for clarification of their complaint if they are unable to understand the document submitted. They may also obtain further information to assist the Assessment Panel. This might include: copies of a declaration of acceptance of office form; minutes of meetings; a copy of a member's entry in the register of interests; information from Companies House or the Land Registry; and any other relevant and readily obtainable documents.

21-24. Subject to any issues of confidentiality, the Monitoring Officer will also provide the subject member with a copy of the complaint within the same timescale. The letter to the subject member will make it clear that they may seek the views of an Independent Person, should they so wish.

INFORMAL RESOLUTION

22-25. Where practical and reasonable the Corporation would like to focus on conflict resolution with the aim of achieving outcomes that are fair, just, inclusive and sustainable. Informal resolution is an opportunity for all parties to secure an outcome to a concern or complaint relating to the code of conduct through open and constructive dialogue, supported by an independent third party (not a member or employee of the Corporation, or one of the Independent Persons). This could include: facilitated conversation; coaching, mentoring or training; mediation; team facilitation or team building.

23-26. All parties concerned must consent, in order for an informal resolution process to be initiated – if any party objects, this process cannot proceed, in the interests of natural justice and fairness. If the complainant has indicated on their form that they would be prepared to consider informal resolution, the Monitoring Officer will, when writing to the subject member about the complaint, ask them to confirm within 10 working days whether they are also willing to enter into such a process.

24-27. Whilst the views of the parties will normally be decisive, the Town Clerk, acting in consultation with the chair of the Independent Panel, must also agree that a complaint is suitable for informal resolution, in order for this process to proceed. The factors to be taken into consideration are:

- (i) The severity of the alleged conduct and the complexity of the complaint;
- (ii) Any previous attempts to resolve the situation;
- (iii) Any stated needs of the parties e.g. in terms of reasonable adjustments;
- (iv) Any risk to the Corporation's reputation if the matter is dealt with informally;
- (v) Any risk to the welfare of the individuals involved.

25-28. The Town Clerk and the Monitoring Officer may liaise with the parties to establish the most appropriate type of informal resolution process in any particular case. The Town Clerk will then make the necessary arrangements in consultation with the chair of the Independent Panel.

26-29. If at any time during the process, or within 10 working days of its conclusion, any party feels that the informal resolution route has been unsuccessful, they may ask for the formal complaints procedure to be resumed by making a request in writing to the Monitoring Officer.

27-30. Where the formal complaints procedure is to be resumed, or where one or more of the parties have indicated from the outset that they are not willing to consider informal resolution, the Monitoring Officer will invite the subject member to provide any written response to the complaint within 10 working days. The complaint and any response will then be referred to the Assessment Panel for initial assessment.

INITIAL ASSESSMENT OF COMPLAINTS

28-31. The Town Clerk will aim to convene the Assessment Panel for the initial assessment of a complaint within 30 working days of the referral from the Monitoring Officer.

ADMISSIBILITY OF COMPLAINTS – CAN ACTION BE TAKEN?

29-32. The Assessment Panel will firstly satisfy itself that the complaint meets the following tests:-

- (i) It is a complaint against one or more named members of the Corporation;
- (ii) The named member was in office at the time of the alleged conduct and the code of conduct was in force at the time;
- (iii) The complaint, if proven, would be a breach of the code of conduct under which the member was operating at the time of the alleged misconduct;

- (iv) The complaint is about something that happened or came to light within the last three months, or is connected to alleged misconduct within the last three months, unless there are reasonable grounds for the complaint not having been made within that time period.

~~30-33~~. If the complaint fails one or more of these tests, it cannot be investigated as a breach of the code and the complainant will be informed by the Town Clerk that no further action will be taken in respect of the complaint.

ASSESSMENT CRITERIA – SHOULD ACTION BE TAKEN?

~~31-34~~. The Assessment Panel will then consider the following criteria when assessing admissible complaints and deciding what action, if any, should be taken:-

- (i) Has the complainant submitted enough information to satisfy the Assessment Panel that the complaint should be referred for investigation?
- (ii) Is the complaint insufficiently serious to warrant further action – i.e. is it too minor a matter to warrant further investigation?
- (iii) Does the complaint appear to be either malicious, politically motivated or vexatious? The Assessment Panel will consider whether the allegation is genuine and serious despite the motivation, or whether in fact it is reasonable to assume that it is not the expression in good faith of a genuine concern.
- (iv) Has the complaint already been the subject of an investigation or other action relating to the code of conduct? Similarly, has the complaint been the subject of an investigation by other regulatory authorities? If so, what was the outcome of these processes and is the consideration of a new complaint appropriate?
- (v) Might the complaint still be suitable for informal resolution or mediation?

~~32-35~~. These assessment criteria are intended to ensure that complaints are taken seriously and dealt with appropriately, whilst acknowledging that a decision to investigate a complaint or to take other action will expend public resources – an important consideration where the matter is relatively minor.

INITIAL ASSESSMENT DECISION

~~33-36~~. Once the Assessment Panel has applied the assessment criteria it will then do one of the following:-

- (i) recommend that no action should be taken in respect of the complaint; or

- (ii) recommend training, conciliation, mediation or other appropriate alternative action (which, if unsuccessful, does not preclude a subsequent hearing); or
- (iii) request a formal investigation of the complaint in preparation for a hearing;
or
- (iv) refer the matter directly to the Hearing Panel, if all of the facts are known and an investigation would not assist in determining the complaint.

NOTIFICATION OF INITIAL ASSESSMENT DECISIONS

[34-37](#). After the Assessment Panel has made its recommendation, the Town Clerk will write to the complainant and the subject member to confirm the decision and to advise them of the outcome within 10 working days. The decision notice will include the main points of the matter considered, the decision reached and the reasons for that decision.

ALTERNATIVE ACTION

[35-38](#). If alternative action is proposed, the Town Clerk will additionally seek written confirmation from all involved parties that they consent and will co-operate with the process. In this case, the letter to the parties should outline what is being proposed, why it is being proposed, why they should consent and what it is hoped to achieve. The Town Clerk will then make the necessary arrangements in consultation with the Assessment Panel.

INVESTIGATIONS

[36-39](#). Where the Assessment Panel has requested that an allegation should be formally investigated, the Monitoring Officer will appoint an investigator in consultation with the Assessment Panel. This may be an officer of the Corporation but will normally be an external investigator. The Monitoring Officer will write to the complainant and the subject member to advise them of the person who will be responsible for conducting the investigation.

INVESTIGATION PROCEDURE

[37-40](#). Investigations will be conducted in accordance with the relevant protocol, which is included at Appendix 2. They will be conducted in a timely fashion and should normally be concluded within 30 working days. The investigator will produce a report for the Hearing Panel, stating whether there is evidence of a breach of the code of conduct. The report will include all of the relevant evidence that the investigator has relied upon in coming to this conclusion.

HEARINGS

[38-41](#). The Town Clerk will aim to convene the Hearing Panel within 30 working days from receipt of the investigator's report, or within 30 working days of the referral from the Assessment Panel, if there is no investigation.

HEARING PROCEDURE

[39.42](#). It is important to remember that the hearing is not being held in a courtroom setting. Whilst the complainant and the subject member may be legally represented and they, or their representatives, will normally be allowed to put questions to any witnesses, this is at all times subject to the chair's discretion to manage the hearing in an inquisitorial rather than an adversarial manner. A copy of the hearing procedure is included at Appendix 3.

FINDINGS

[40.43](#). Following the hearing, the Hearing Panel will make a finding, on the balance of probabilities, whether the subject member has failed to comply with the code of conduct. If so, the Hearing Panel will also consider what sanctions, if any, ought to be imposed. This may be any one of or any combination of sanctions that are available. The Hearing Panel may additionally consider whether any formal announcement of its findings is called for, such as a statement on the Corporation's website.

SANCTIONS

[41.44](#). Any sanctions imposed must be reasonable and proportionate in all of the circumstances. The available sanctions for a breach of the code of conduct are:-

- (i) censure;
- (ii) withdrawal of Corporation hospitality for an appropriate period;
- (iii) removal from one or more committees;
- (iv) other action.

CENSURE

[42.45](#). Censure means a formal expression of severe disapproval, and is distinct from a simple finding that there has been a breach of the code of conduct.

WITHDRAWAL OF CORPORATION HOSPITALITY

[43.46](#). Corporation hospitality includes committee lunches and dinners, drinks receptions, state banquets, etc. This sanction will normally only be considered where relevant to the nature of the complaint.

REMOVAL FROM COMMITTEE

[44.47.](#) The option of removal from a particular committee or committees includes sub-committees. This sanction will normally only be considered where relevant to the nature of the complaint.

OTHER ACTION

[45.48.](#) There is no power to impose any alternative sanctions, although the willingness of a member to co-operate in the matters listed below may have a bearing on any sanction that is imposed:-

- (i) that the member submits a written apology in a form specified;
- (ii) that the member undertakes specified training;
- (iii) that the member participates in such conciliation as is specified.

NOTIFICATION OF HEARING DECISIONS

[46.49.](#) After the Hearing Panel has made its recommendation, the Town Clerk will write to the complainant and the subject member to confirm the decision and to advise them of the outcome within 10 working days. The decision notice will include the main points of the matter considered, the decision reached and the reasons for that decision.

[47.50.](#) If the finding of the Hearing Panel is that there has been a breach of the code of conduct, this must be ratified by the Court of Common Council before it takes effect. Following the expiry of the appeal period, if no appeal is received, the Town Clerk will draft a report to the next meeting of the Court of Common Council for decision. The Town Clerk will provide a copy of the report to the parties and advise them of the outcome once the Court of Common Council has met.

APPEALS

[48.51.](#) It is possible for either the complainant or the subject member to appeal against the decision at the hearing stage. This may relate either to the finding regarding a breach of the code of conduct and/or in relation to any sanction imposed, but is limited only to: matters concerning new, or undisclosed, evidence; the failure to consider evidence that was available at the hearing stage; or failure to follow due process.

[49.52.](#) Written notice of intention to appeal must be received by the Monitoring Officer within 10 working days from the date that the parties received the decision notice. Full written details of the reasons for the appeal must then be received by the Monitoring Officer within a further 10 working days.

RESPONDING TO AN APPEAL

[50.53.](#) The Monitoring Officer will forward the full written details of any appeal to the respondent and invite them to submit their own written comments in response to

the Appeal Panel. Any written response must be received by the Monitoring Officer within 10 working days from the date that the respondent received the full written details of the appeal.

APPEAL PROCEDURE

51-54. The Town Clerk will aim to convene the Appeal Panel within 30 working days from receipt of the full written details of the appeal. The Appeal Panel will consider the admissibility of the appeal as a preliminary matter. If it is not considered to satisfy the relevant criteria, then the appeal process comes to an end.

52-55. For admissible appeals, the Appeal Panel may adopt such procedure as it considers appropriate having regard to the nature of the case. The Appeal Panel will normally make its finding on any appeal on the papers and will not hold a completely new hearing of the whole matter. However, the Appeal Panel may decide to hear further oral evidence in a particular case if it deems this necessary. If the Appeal Panel does decide to hear further oral evidence then the procedure will as far as possible follow the hearing procedure included at Appendix 3, with any necessary modifications.

FINDINGS

53-56. Having due regard to the finding of the Hearing Panel, the Appeal Panel may substitute any alternative recommendation that it considers appropriate, providing it is a recommendation that the Hearing Panel had the power to make. There is no further right of appeal against a decision made following a recommendation of the Appeal Panel.

NOTIFICATION OF APPEAL DECISIONS

54-57. After the Appeal Panel has made its recommendation, the Town Clerk will write to the parties to confirm the decision and to advise them of the outcome within 10 working days. The decision notice will include the main points of the matter considered, the decision reached and the reasons for that decision.

55-58. If the finding of the Appeal Panel is that there has been a breach of the code of conduct, this must be ratified by the Court of Common Council before it takes effect. The Town Clerk will draft a report to the next meeting of the Court of Common Council for decision. The Town Clerk will provide a copy of the report to the parties and advise them of the outcome once the Court of Common Council has met.

EXEMPT (NON-PUBLIC) INFORMATION

THE DESCRIPTIONS OF EXEMPT INFORMATION

The descriptions of exempt information under Part VA and Schedule 12A to the Local Government Act 1972 are as follows:-

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes-
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Where, in the opinion of the proper officer, the consideration of a complaint at a meeting is likely not to be open to the public, in order to prevent the disclosure of exempt information, any related papers will be treated as non-public pending a formal decision on the matter. This is in accordance with section 100B(2) of the Local Government Act 1972 and so as to avoid pre-judging the matter.

THE PUBLIC INTEREST TEST

The types of information set out above are only exempt information if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. If the public interest is equal on both sides, then the information must be disclosed – in this sense there is an assumption in favour of disclosure.

The Corporation must consider the balance of the public interest in each individual case, and therefore it is not possible to have a blanket ruling as to whether information relating to a complaint will be exempt or not.

There is no statutory definition of what constitutes the 'public interest'. The public interest can cover a wide range of values and principles relating to the public good, or what is in the best interests of society, and there are often arguments to be made on both sides. A non-exhaustive list of relevant factors to be considered are set out below:-

GENERAL PUBLIC INTEREST IN TRANSPARENCY

There is a general public interest in promoting transparency, accountability, public understanding and involvement in the democratic process.

SPECIFIC PUBLIC INTEREST IN THE COMPLAINT

As well as the general public interest in transparency, which is always an argument for disclosure, there may also be a legitimate public interest in knowing the details of a particular complaint. For example, if the complaint relates to the misappropriation of public funds, or it is alleged that the subject member's conduct has impacted on public services.

DETERRENT EFFECT

If members know – because the Corporation's policy is to publish in an appropriate case – that improper conduct, if it comes to light, will be exposed to public scrutiny then this, in and of itself, can act as a deterrent to misconduct in the first place.

OF INTEREST TO THE PUBLIC

The public interest is not necessarily the same as what interests the public. The fact that a subject member's actions are being discussed, for example in the media, does not automatically mean that there is a public interest in disclosing the information.

THE VIEWS OF THE PARTIES

The public interest test is concerned only with public interests, not private interests. However, the complainant and the subject member may be invited to make representations regarding the public interest in a particular case. For example, if neither has any concerns about information relating to the complaint being disclosed then it is unlikely that the exemption would be maintained.

INFORMATION ALREADY IN THE PUBLIC DOMAIN

If a complaint relates to the conduct of the subject member at a public meeting, then it is unlikely to be treated as exempt because knowledge of the incident is already in the public domain. However if, for example, the conduct may have been caused by an underlying medical condition, then it is likely that this would be exempt information.

PRESENTING A 'FULL PICTURE'

Similarly, there may be cases where allegations have been thoroughly aired, for example in the press and on social media; the coverage may have been partisan and not always accurate. It may be in the public interest to make the full facts known to the public, rather than having snippets referred to and innuendos drawn from those snippets.

EVIDENCE OF WRONGDOING

It is not in the public interest for baseless accusations against members of the Corporation to be publicised. Therefore in order for information regarding a complaint to be disclosed, the suspicion of wrongdoing must normally amount to more than a mere allegation; there should be a plausible basis for the suspicion, even if it is not actually proven at that stage. It is not wrong or unfair in principle to publish allegations, as opposed to ultimate findings, but we will take into account the nature and depth of any investigations undertaken, and the strength of the case against the subject member.

Consequently, it is less likely that information regarding a complaint will be disclosed at the initial assessment stage, particularly where it has been decided that no action should be taken. It is more likely that information will be disclosed if a subsequent investigation reveals a serious case to answer. It is more likely still that information will be disclosed if, after full consideration of all of the evidence at a hearing, or after any appeal, a subject member is found to have breached the code of conduct and a sanction is imposed.

INVESTIGATIONS PROTOCOL

Meeting with complainant

The investigator will interview the complainant to explore the complaint and identify supporting evidence and/or witnesses.

Meeting with subject member

The investigator will interview the subject member to explore the complaint and identify supporting evidence and/or witnesses. The subject member shall have the right to be accompanied by a person of their choice. This may be a lawyer although the process will be an interview with the subject member rather than a hearing involving advocacy.

Interviewing witnesses

All requests for interviews will be made in writing and will include a summary of the matters that investigator wishes to ask the witness about.

Recording of interviews

All interviews will either be recorded, or a full written transcript taken, and the interviewee will be provided with a copy.

Preparation of statements

The investigator may assist the parties and witnesses in the preparation of statements if they so wish, or they may choose to prepare their own statements.

Confidentiality

All interview records, witness statements and other materials produced in the course of the investigation will only be used and disclosed in accordance with the procedures set out in this document.

Retention of records

All interview records, witness statements and other materials produced in the course of the investigation will be retained by the Monitoring Officer for six years following the determination of the complaint and then destroyed.

Provision of draft report

At least 10 working days prior to submitting a final report to the Hearing Panel on whether there is or is not evidence of a breach of the code of conduct the investigator will provide a copy of their draft report to the parties for comment. The draft report will include all of the material gathered during the investigation that the investigator is intending to present to the Hearing Panel.

HEARING PANEL – HEARING PROCEDURE

1. The Hearing Panel will open in public session. It is a matter for the Hearing Panel to determine whether it moves into confidential session with the press and public excluded, in accordance with the provisions of Part VA and Schedule 12A of the Local Government Act 1972. The views of the complainant and the subject member will be sought, if these have not already been received at any pre-hearing review.
2. The Chair introduces the members of the Hearing Panel and others present, and explains the purpose of the hearing, the procedure to be followed and the nature of the meeting.
3. The complainant and the subject member may be legally represented if they wish, or accompanied by some other person, but will be expected to give evidence and answer any questions put to them personally.
4. The complainant and the subject member (and anyone representing or accompanying them) are invited to be present throughout the hearing; other witnesses will enter to give evidence and then withdraw.
5. If there has been an investigation, the investigator presents their report and then answers any questions from the Hearing Panel, the complainant and the subject member (in that order).
6. The complainant and then the subject member will be invited to make an opening statement. The Chair has a discretion to limit the time for opening statements, in appropriate circumstances.
7. The Chair calls witnesses in the order agreed at any pre-hearing review, or otherwise in the order that their statements appear in the papers. The statements will be taken as read rather than read out. Witnesses will be asked to confirm that their statements are true.
8. Immediately after confirming the contents of their statement each witness will be invited to answer any questions from the Hearing Panel.
9. Each witness may then be invited to answer questions (if any) from the complainant and the subject member (in that order). Alternatively, questions may only be allowed to be put through the Chair, with their permission.
10. The Chair has a discretion to manage the hearing in a non-adversarial, fair and efficient manner and may therefore refuse to allow certain questions, or limit the time for questioning, in appropriate circumstances.
11. There will then be an opportunity for the complainant and the subject member (in that order) to make any closing comments if they so wish. Again, the Chair has a discretion to limit the time for closing comments, in appropriate circumstances.

12. All other persons present then withdraw to allow the Hearing Panel to consider the evidence and representations with their clerk and legal adviser and to take legal advice where necessary.
13. Those persons are then invited to return and the Hearing Panel announces its finding as to whether there has been a breach of the code of conduct.
14. If the Hearing Panel considers that there has been a breach of the code it may invite any representations from the complainant and the subject member (in that order) on the appropriate sanction (censure of the member; withdrawal of Corporation hospitality for an appropriate period; or removal of the member from a particular committee or committees). The Hearing Panel may ask all other persons present to withdraw again to allow it to consider the appropriate sanction, then invite them to return to hear the Hearing Panel's recommendation as to any appropriate sanction.
15. The Hearing Panel will endeavour to conclude the hearing in one day but, in exceptional circumstances, may at any stage adjourn the hearing to a different day. This may be necessary, for example, where one of the parties makes a request to introduce additional evidence at the hearing, and more time is needed to consider this. An adjournment may also be necessary where the Hearing Panel, having heard all of the evidence, requires more time to make a recommendation.
16. The final decision of the Town Clerk or the Court of Common Council, together with the reasons for that decision, will be confirmed to the parties in writing following the hearing.
17. This procedure may be varied by the Hearing Panel as it considers appropriate in order to dispose of the matter in a fair and efficient manner.



COMPLAINT FORM

YOUR DETAILS

1. Please provide us with your name and contact details:

Title:	
First name:	
Last name:	
Address:	
Daytime telephone:	
Evening telephone:	
Mobile telephone:	
Email address:	

Your address and contact details will not usually be released unless necessary or to deal with your complaint.

However, we will tell the following people that you have made this complaint:-

- The Member that you are complaining about;
- The Monitoring Officer of the City of London Corporation.

We will normally tell them your name and give them full details of your complaint. If you have serious concerns about your name and details of your complaint being released, please complete section 7 of this form.

2. Please tell us which complainant type best describes you:

- Member of the public
- An elected or co-opted Member of the City of London Corporation
- An employee of the City of London Corporation
- Other (please specify)

PRE-COMPLAINT PROTOCOL (ELECTED MEMBERS ONLY)

3. If you are an elected Member of the City of London Corporation seeking to complain about another elected Member, have you complied with the pre-complaint protocol?

- Yes
- No

If you have not complied with the pre-complaint protocol, please explain why. Continue on a separate sheet if there is not enough space on this form. Please note that your complaint will only be considered in exceptional circumstances.

MAKING YOUR COMPLAINT

4. Please provide us with the name of the member(s) you believe have breached the Code of Conduct:

Title	First name	Last name

5. The City of London Corporation seeks to resolve disputes where practical and reasonable through informal resolution. Please indicate if you would be prepared to consider an informal resolution route for this complaint. This would involve an independent third party and may include such actions as a facilitated conversation or mediation. Considering this option does not preclude the formal resolution of your complaint, if the informal resolution route is found to be unsuccessful by any party involved.

Yes – I am willing to consider informal resolution

No – I am not willing to consider informal resolution

6. Please explain in this section (or on separate sheets) what the member has done that you believe breaches the Code of Conduct. If you are complaining about more than one member, you should clearly explain what each individual person has done that you believe breaches the Code of Conduct.

It is important that you provide all the information you wish to have taken into account. For example:-

- You should be specific, wherever possible, about exactly what you are alleging the member said or did. For instance, instead of writing that the member insulted you, you should state what it was they said.
- You should provide the dates of the alleged incidents wherever possible. If you cannot provide exact dates, it is important to give a general timeframe.
- You should confirm whether there are any witnesses to the alleged conduct and provide their names and contact details if possible.
- You should provide any relevant background information.
- If possible, please be specific about which paragraphs of the Code of Conduct you believe have been breached.

Please provide us with the details of your complaint. Continue on a separate sheet if there is not enough space on this form.

Details of your complaint (continued).

ONLY COMPLETE THIS NEXT SECTION IF YOU ARE REQUESTING THAT YOUR IDENTITY IS KEPT CONFIDENTIAL

7. In the interests of fairness and natural justice, we believe Members who are complained about have a right to know who has made the complaint. We also believe that they have the right to be provided with a copy of the complaint. We are unlikely to withhold your identity or any details of your complaint unless you have reasonable grounds for believing that you will be at risk of physical or other harm or detriment if your identity is disclosed.

Please note that requests for confidentiality or requests for suppression of complaint details will not be automatically granted. The request will be considered alongside the substance of your complaint. We will then contact you with the decision. If your request for confidentiality is not granted, we will usually allow you the option of withdrawing your complaint.

However, it is important that in certain exceptional circumstances where the matter complained about is very serious, we can proceed with an investigation or other action and disclose your name even if you have expressly asked us not to.

Please provide us with the details of why you believe we should withhold your name and/or details of your complaint. Continue on a separate sheet if there is not enough space on this form:

STATEMENT OF TRUTH

8. I believe that the facts stated in this complaint are true.

Signed:	
Date:	

ADDITIONAL HELP

9. Complaints must be submitted in writing (this includes fax and electronic submissions). However, we can make reasonable adjustments to assist you if you have a disability that prevents you from making your complaint in writing. We can also help if English is not your first language.

If you need any support in completing this form, please let us know as soon as possible.

CONTACT DETAILS

10. If you have any queries regarding the completion of this form, or to submit your completed form by fax or email, please use the following contact details:

Michael Cogher (Comptroller & City Solicitor)

Tel: 020 7332 3699

Fax: 020 7332 1992

Email: michael.cogher@cityoflondon.gov.uk

Gemma Stokley (Principal Committee & Member Services Manager)

Tel: 020 7332 1409

Email: gemma.stokley@cityoflondon.gov.uk

Paper forms should be sent to either of the above recipients at the following address:

PO Box 270

Guildhall

London

EC2P 2EJ

Privacy Statement

We will only use the information you give us for the purpose of dealing with your complaint. This may involve sharing your personal information with the member you are complaining about and with members, officers and other individuals involved in the complaints process. We will look after personal information securely and we will follow the data protection legislation. We will not give personal information about you or any personal information you may provide on other people to anyone else or another organisation unless we are entitled to by law. The lawful basis to collect the information in this form is that it is necessary for compliance with a legal obligation under the Localism Act 2011 and also necessary for the performance of a task carried out in the public interest. Some of the information that may be collected in this form may be classified as special category personal data. This is processed for reasons of substantial public interest as set out in the legislation. To process this type of information we have an appropriate policy document that sets out how this information will be handled. The City of London Corporation's Data Protection Officer is the Comptroller and City Solicitor who can be contacted at information.officer@cityoflondon.gov.uk. You should refer to the Privacy Notice at www.cityoflondon.gov.uk/privacy for further information relating to the processing of personal data.

Report – Civic Affairs Sub (Policy and Resources) Committee

Applications for Hospitality

To be presented on Thursday 7th September 2023

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

SUMMARY

This report sets out proposals for, and seeks agreement to, the provision of hospitality by the City of London Corporation at various forthcoming events.

(a) **Early evening reception following the Hamlyn Law Lecture**

It is proposed that the City Corporation hosts the third and final Hamlyn Law Lecture of 2023 on Tuesday 7 November 2023 to be given by Lord Thomas of Cwmgiedd, followed by an early evening reception.

The Hamlyn Trust was established in 1948 by the will of Miss Emma Warburton Hamlyn in memory of her father, a solicitor and JP in Torquay. The trust intended that, through their lectures “the Common People of our Country may realise the privileges which in law and custom they enjoy in comparison with other European Peoples”. The lectures have been given every year since 1949, they are held in extremely high regard and are seen as influential lectures amongst members of the legal profession.

The event would support the following Corporate Plan outcomes: to promote regulatory confidence founded on the rule of law (outcome 6a); to influence UK and global policy and regulation and international agreements to protect and grow the UK economy (outcome 6b); and to preserve and promote the City as the world-leading global centre for financial and professional services, commerce and culture (outcome 7c).

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

(b) **Lunchtime reception following the Laying Up of Colours of The London Regiment**

It is proposed that the City Corporation hosts a lunchtime reception following the Laying Up of Colours of The London Regiment on Saturday 20th April 2024.

The London Regiment, which traced its descent from an antecedent regiment formed in 1908, was created in 1993 and was granted privileged status and became one of the City’s Privileged Regiments in 1995.

As part of the Integrated Review and Future Soldier programme, the London

Regiment was redesignated the 1st Battalion London Guards, effective from 1 May 2022 and its new stand of colours are due to be presented to the Regiment on 9 July 2023 at Buckingham Palace. The Regiment received its first stand of Colours in 1997 and these will be laid up at a service in St Lawrence Jewry Church on Saturday 20th April 2024.

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 advocate and facilitate greater levels of giving time, skills, knowledge, advice and money (outcome 5d).

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.

(c) Early evening reception following a Service at St Paul's Cathedral to celebrate the 250th Anniversary of the Royal Humane Society

It is proposed that the City Corporation hosts an early evening reception at Guildhall on Wednesday 11th September 2024 following a Service at St Paul's Cathedral to celebrate the 250th Anniversary of the Royal Humane Society.

The Royal Humane Society was founded in London in 1774 by William Hawes and Thomas Cogan, who were keen to promote techniques of resuscitation. It became apparent that people were putting their own lives in danger rescuing others and awards were given in recognition of these acts of bravery. This remains the purpose of the Society today, and their aim is "to recognise brave and selfless people who put others before themselves".

Since its foundation the Royal Humane Society has considered over 88,000 cases and over 200,000 awards and the London Metropolitan Archives is the custodian of the Society's archive. The President of the Royal Humane Society is Her Royal Highness Princess Alexandra, and the Lord Mayor is one of the Vice Presidents.

The event would support the following Corporate Plan outcomes: Prepare our response to natural and man-made threats (outcome 1a); Bring individuals and communities together to share experiences and promote wellbeing, mutual respect and tolerance (outcome 4a); and contribute to protecting, curating and promoting world-class heritage assets, cultural experiences and events (outcome 10d).

It **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.

DATED this 13th day of July 2023

SIGNED on behalf of the Sub-Committee.

Tom Sleigh
Chair, Civic Affairs Sub-Committee



List of Applications for the Freedom

To be presented on Thursday, 7th September, 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.

Michael John Adams <i>Richard George Turk</i> <i>Edward Gradosielski, BEM</i>	a Town Planner, retired <i>Citizen and Shipwright</i> <i>Citizen and Wax Chandler</i>	Richmond, Surrey
Shaheen Afshar <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Sir William Anthony Bowater Russell</i>	a Teacher <i>Citizen and Merchant Taylor</i> <i>Citizen and Haberdasher</i>	Barnes, London
Vivienne Artz <i>Deputy Christopher Michael Hayward</i> <i>CC Catherine Sidony McGuinness, CBE</i>	a Chief Privacy Officer and Consultant <i>Citizen and Pattenmaker</i> <i>Citizen and Solicitor</i>	Headcorn, Kent
Alastair William Stewart Barbour <i>The Rt. Hon The Lord Mayor</i> <i>Felicity Ruth Lyons</i>	an Asset Management Company Director <i>Citizen and Merchant Taylor</i> <i>Citizen and Musician</i>	Edinburgh, Scotland
Rajnish Bhardwaj <i>Deputy Rehana Banu Ameer</i> <i>Ald. Michael Raymond Mainelli</i>	a Bank Chief Executive <i>Citizen and Common Councillor</i> <i>Citizen and World Trader</i>	St John's Wood, London
Hashim Bhatti <i>Ald. Kawsar Zaman</i> <i>Ald. Prem Babu Goyal, OBE</i>	an Entrepreneur <i>Citizen and Alderman</i> <i>Citizen and Goldsmith</i>	Windsor, Berkshire
Luigi Bille <i>Calogero Alu</i> <i>Russell Chweidan</i>	a Chartered Architect <i>Citizen and Baker</i> <i>Citizen and Baker</i>	Barnet, London

Jeremy Hurst Blackburn <i>Ald. Sir William Anthony Bowater Russell Hilary Ann Russell</i>	a Public Official <i>Citizen and Haberdasher Citizen and Farmer</i>	Westminster, London
Neil Jude Blackson <i>Vincent Dignam Deputy Marianne Bernadette Fredericks</i>	a Civil Engineer <i>Citizen and Carman Citizen and Baker</i>	Chingford, London
Tracy Marie Blackwell <i>The Rt. Hon The Lord Mayor Felicity Ruth Lyons</i>	a Pension Insurance Chief Executive Officer <i>Citizen and Merchant Taylor Citizen and Musician</i>	Langham, Norfolk
Lt Anthony Patrick Christopher Blaney <i>The Rt. Hon The Lord Mayor Ald. Sir William Anthony Bowater Russell</i>	a Crown Servant <i>Citizen and Merchant Taylor Citizen and Haberdasher</i>	Eltham, London
Andrew David Briggs, MBE <i>The Rt. Hon The Lord Mayor Felicity Ruth Lyons</i>	a Savings Company Chief Executive Officer <i>Citizen and Merchant Taylor Citizen and Musician</i>	Notting Hill, London
Jonathan Ronald Bright <i>Adarsh Kumar Sharma Paresh Bhanji Modasia</i>	a Computer Field Service Engineer <i>Citizen and Chartered Accountant Citizen and Apothecary</i>	Bristol
Lynn Denise Brutman <i>David Alastair Morgan- Hewitt Philippe Roland Rossiter</i>	a Hotel General Manager <i>Citizen and Innholder Citizen and Innholder</i>	Wapping, London
Julian Calder <i>Deputy Patricia Ann Holmes Ald. Sir Charles Edward Beck Bowman</i>	a Photographer <i>Citizen and Cordwainer Citizen and Grocer</i>	Putney, London
Grant Campbell <i>David Alastair Morgan- Hewitt Philippe Roland Rossiter</i>	a Hotelier <i>Citizen and Innholder Citizen and Innholder</i>	Morden, London
Belinda Jane Carew- Jones <i>The Rt. Hon The Lord Mayor Felicity Ruth Lyons</i>	a Pensions Company Director <i>Citizen and Merchant Taylor Citizen and Musician</i>	Kew, London
Dominic Peter Chambers <i>Captain Peter Constable Maxwell Lord Gerald Fitzalan Howard</i>	a Charity Chief Executive Officer <i>Citizen and Fishmonger Citizen and Fishmonger</i>	Midsomer Norton, Somerset

<p>Yui Chit Daniel Chan <i>Ald. Sir Charles Edward Beck Bowman</i> <i>CC Aaron Anthony Jose Hasan D'Souza</i></p>	<p>a Chartered Accountant <i>Citizen and Grocer</i></p> <p><i>Citizen and Common Councillor</i></p>	<p>Canning Town, London</p>
<p>Matthew John Craston <i>The Rt. Hon The Lord Mayor</i> <i>Felicity Ruth Lyons</i></p>	<p>a Finance Training Business Director <i>Citizen and Merchant Taylor</i></p> <p><i>Citizen and Musician</i></p>	<p>Battersea, London</p>
<p>Alan Curtis <i>Dr Hilary Frances Lindsay</i> <i>Colin Lindsay</i></p>	<p>an Event Manager <i>Citizen and Chartered Accountant</i> <i>Citizen and Needlemaker</i></p>	<p>Paddington, London</p>
<p>Deborah Jayne Davies-Tutt <i>Edward Gradosielski, BEM</i> <i>Richard George Turk</i></p>	<p>a Timber Company Director <i>Citizen and Wax Chandler</i> <i>Citizen and Shipwright</i></p>	<p>Hatfield, Essex</p>
<p>Susannah Mary Matilda De Jager <i>The Rt. Hon The Lord Mayor</i> <i>Felicity Ruth Lyons</i></p>	<p>an Investment Management Consultant <i>Citizen and Merchant Taylor</i></p> <p><i>Citizen and Musician</i></p>	<p>Oxford, Oxfordshire</p>
<p>Dr Claus-Michael Dill <i>The Rt. Hon The Lord Mayor</i> <i>Felicity Ruth Lyons</i></p>	<p>an Insurance Company Director <i>Citizen and Merchant Taylor</i></p> <p><i>Citizen and Musician</i></p>	<p>Murnay Am Staffelsee, Bavaria, Germany</p>
<p>Adrian Matthew Donaldson, MBE <i>Sir David Roche, Bt</i> <i>Deputy Giles Robert Evelyn Shilson</i></p>	<p>a Charity Chief Executive <i>Citizen and Saddler</i> <i>Citizen and Ironmonger</i></p>	<p>Belfast, Northern Ireland</p>
<p>Paul Robert Aidan Doyle <i>The Rt. Hon The Lord Mayor</i> <i>Felicity Ruth Lyons</i></p>	<p>a Fund Manager <i>Citizen and Merchant Taylor</i></p> <p><i>Citizen and Musician</i></p>	<p>Upper Sheringham, Norfolk</p>
<p>Katie Louise Earley <i>Vincent Dignam</i> <i>Deputy Marianne Bernadette Fredericks</i></p>	<p>a Civil Engineer <i>Citizen and Carman</i> <i>Citizen and Baker</i></p>	<p>Harlow, Essex</p>
<p>Larry Douglas Ewald <i>Deputy Christopher Michael Hayward</i> <i>David Brooks Wilson</i></p>	<p>an Engineering Company President, retired <i>Citizen and Pattenmaker</i></p> <p><i>Citizen and Painter Stainer</i></p>	<p>Tipp City, Ohio, U.S.A</p>
<p>Captain Nicola Falconi <i>Ronald Peter Murray</i> <i>Alan Mabbutt</i></p>	<p>a Maritime Company Manager <i>Citizen and Firefighter</i> <i>Citizen and Firefighter</i></p>	<p>Lido, Venice, Italy</p>

Peter Feacey <i>Gerald Dawson Clarkson, CBE Frank Noel David</i>	a Borough Councillor <i>Citizen and Firefighter Citizen and Baker</i>	Ashford, Kent
Antoine Hubert Joseph Marie Forterre <i>Ald. Sir William Anthony Bowater Russell Hilary Ann Russell</i>	an Investment Management Chief Financial Officer <i>Citizen and Haberdasher Citizen and Farmer</i>	Camden, London
Jeremy Thomas Fox <i>Adarsh Kumar Sharma Paresh Bhanji Modasia</i>	an Engineering Project Consultant <i>Citizen and Chartered Accountant Citizen and Apothecary</i>	Downend, Bristol
Anthea Gaukroger <i>The Rt. Hon The Lord Mayor Deputy Patricia Ann Holmes</i>	an Investment Analyst, retired <i>Citizen and Merchant Taylor Citizen and Cordwainer</i>	Battersea, London
Liam Gallagher Georgeaux-Healy <i>Brian Martin Jones Anthony John Paice</i>	a Student <i>Citizen and Fletcher Citizen and Mason</i>	Fulham, London
Mark Goatcher <i>Alan Leslie Warman Diane Irene Warman</i>	a School Staff Instructor <i>Citizen and Clockmaker Citizen and Clockmaker</i>	Lingfield, Surrey
Peter John Hales <i>Daniel Mark Heath Antonio Masella</i>	a Property Management Company Director, retired <i>Citizen and Hackney Carriage Driver Citizen and Mason</i>	Steeple Bumpstead, Suffolk
Stefanie Margaret Hardy <i>David Alastair Morgan- Hewitt Philippe Roland Rossiter</i>	a Hotel General Manager <i>Citizen and Innholder Citizen and Innholder</i>	Cranleigh, Surrey
Peter Harrison <i>The Rt. Hon The Lord Mayor Ald. Sir William Anthony Bowater Russell</i>	an Asset Management Company Chief Executive <i>Citizen and Merchant Taylor Citizen and Haberdasher</i>	Southwark, London
Richard David Hassell <i>David Alastair Morgan- Hewitt Philippe Roland Rossiter</i>	a Hotelier <i>Citizen and Innholder Citizen and Innholder</i>	Newton Abbot, Devon
Michael Charles Hearn <i>Ian Charles Drury Vernon Edward King</i>	a Sports Therapist <i>Citizen and Poulter Citizen and Maker of Playing Cards</i>	Hertford, Hertfordshire
Andrew John Miller Hesketh <i>Alan Leslie Warman Diane Irene Warman</i>	a Teacher <i>Citizen and Clockmaker Citizen and Clockmaker</i>	Southgate, London

Dennis Hobday <i>Adarsh Kumar Sharma</i> <i>Paresh Bhanji Modasia</i>	a Sea School Director, retired <i>Citizen and Chartered Accountant</i> <i>Citizen and Apothecary</i>	Marlborough, Devon
Mark John Homan <i>James David Fell</i> <i>Brian Henry Childs</i>	a Global Vice President Sales Manager <i>Citizen and Constructor</i> <i>Citizen and Coachmaker & Coach</i> <i>Harness Maker</i>	Takeley, Essex
Lewis John Hooper <i>Liam Peter John Randall</i> <i>Rafael Steinmetz Leffa</i>	a Solicitor <i>Citizen and Cooper</i> <i>Citizen and International Banker</i>	Leytonstone, London
Donald Edward Hyatt <i>Dr Alexander John Finnen</i> <i>Jonathan Grosvenor</i>	an Aviation Company Director, retired <i>Citizen and Glover</i> <i>Citizen and Chartered Accountant</i>	Rainham, Kent
Zeiad Idris <i>Ald. Kawsar Zaman</i> <i>Ald. Prem Babu Goyal, OBE</i>	a Financial Services Company Chief Executive <i>Citizen and Alderman</i> <i>Citizen and Goldsmith</i>	Mill Hill, London
Mouhssin Ismail <i>CC Caroline Wilma Haines</i> <i>CC Catherine Sidony</i> <i>McGuinness, CBE</i>	an Academy Group Regional Director <i>Citizen and Educator</i> <i>Citizen and Solicitor</i>	Ilford, Essex
Andrew Paul Jackson <i>Bryan McLaggan</i> <i>Harlan Lunn</i>	a Property Management Company Director <i>Citizen and Pattenmaker</i> <i>Citizen and Pattenmaker</i>	Upminster, Essex
Victoria Jayne <i>Ald. Prem Babu Goyal, OBE</i> <i>Richard David Arthur Burge</i>	a Chamber of Commerce Head of Events <i>Citizen and Goldsmith</i> <i>Citizen and World Trader</i>	Upper Holloway, London
Steven John Jephcote <i>Alan Leslie Warman</i> <i>Diane Irene Warman</i>	a Registered Nurse <i>Citizen and Clockmaker</i> <i>Citizen and Clockmaker</i>	Bletchley, Buckinghamshire
Gareth Jones, OBE <i>Michael Timothy Holland</i> <i>Ald. Sir Andrew Charles</i> <i>Parmley</i>	a Civil Servant, retired <i>Citizen and Air Pilot</i> <i>Citizen and Musician</i>	Cardiff, Wales
Farzana Khanom <i>The Rt. Hon The Lord</i> <i>Mayor</i> <i>Felicity Ruth Lyons</i>	a Carers' Project Manager <i>Citizen and Merchant Taylor</i> <i>Citizen and Musician</i>	Stepney, London
Philip Joseph Knowles <i>CC Mary Durcan, JP</i> <i>Jonathan Martin Averns</i>	an Animal Transportation Company General Manager <i>Citizen</i> <i>Citizen and Fletcher</i>	Staines, Surrey

Thomas Joseph Lloyd <i>Deputy Philip Woodhouse</i> <i>CC Jamel Banda</i>	an Engineer <i>Citizen and Grocer</i> <i>Citizen and Poulter</i>	East Horsley, Surrey
Jonathan David Mack <i>Lord Harry Frederick Alan</i> <i>Burnham</i> <i>John Trussler</i>	an Investment Manager <i>Citizen and Gunmaker</i> <i>Citizen and Constructor</i>	Gidea Park, London
Shane Martin Manogue <i>Vincent Dignam</i> <i>John Paul Tobin</i>	a Construction and Technology Company Director <i>Citizen and Carman</i> <i>Citizen and Carman</i>	Tadworth, Surrey
Barbara Mills, KC <i>Ald. Kawsar Zaman</i> <i>Ald. Prem Babu Goyal, OBE</i>	a Barrister <i>Citizen and Alderman</i> <i>Citizen and Goldsmith</i>	Lewisham, London
Tanveer Mohammed Aziz <i>The Rt. Hon The Lord</i> <i>Mayor</i> <i>Felicity Ruth Lyons</i>	a Head of Innovation <i>Citizen and Merchant Taylor</i> <i>Citizen and Musician</i>	Stratford, London
Mark John Mullens <i>Adarsh Kumar Sharma</i> <i>Paresh Bhanji Modasia</i>	a Carpet Fitter <i>Citizen and Chartered Accountant</i> <i>Citizen and Apothecary</i>	Bristol
Fizel Nejabat <i>Ald. Kawsar Zaman</i> <i>Ald. Prem Babu Goyal, OBE</i>	a Financial Services Company Co-Founder <i>Citizen and Alderman</i> <i>Citizen and Goldsmith</i>	Maida Hill, London
Linda Noor <i>Mei Sim Lai</i> <i>David Lawrence Byron</i> <i>Stringer-Lamarre</i>	an Events Company Director <i>Citizen and Horner</i> <i>Citizen and Glazier</i>	Ockham, Surrey
Jake Demetrios Orros <i>The Rt. Hon The Lord</i> <i>Mayor</i> <i>Ald. Sir William Anthony</i> <i>Bowater Russell</i>	an Equality Diversity and Inclusion Officer <i>Citizen and Merchant Taylor</i> <i>Citizen and Haberdasher</i>	Winchmore Hill, London
Ann Newbigging Osler <i>Deputy Philip Woodhouse</i> <i>Ald. Sir David Wootton</i>	a Head of University Faculty, retired <i>Citizen and Grocer</i> <i>Citizen and Fletcher</i>	Guildford, Surrey
Joan Yvonne Paparo <i>Sophie Jane Milburn</i> <i>Deputy Giles Robert Evelyn</i> <i>Shilson</i>	a Bookkeeper, retired <i>Citizen and Scrivener</i> <i>Citizen and Ironmonger</i>	Hockley, Essex
Michael Anthony Perry <i>Adarsh Kumar Sharma</i> <i>Paresh Bhanji Modasia</i>	a Butcher <i>Citizen and Chartered Accountant</i> <i>Citizen and Apothecary</i>	Bristol
Ayesha Khatun Qureshi, MBE JP <i>Ald. Kawsar Zaman</i> <i>Ald. Prem Babu Goyal, OBE</i>	a Solicitor <i>Citizen and Alderman</i> <i>Citizen and Goldsmith</i>	Wapping, London

<p>Thomas Owain Raw-Rees <i>Thomas Robert Buhler Fattorini</i> <i>Jacqueline Greville Wathen</i></p>	<p>an Army Officer, retired <i>Citizen and Goldsmith</i> <i>Citizen and Mercer</i></p>	<p>Ealing, London</p>
<p>Clive Alan Richards <i>Alan Stanley Cook</i> <i>Deborah Jane Black</i></p>	<p>a Risk Management Company Director, retired <i>Citizen and Gunmaker</i> <i>Citizen and Educator</i></p>	<p>Exeter, Devon</p>
<p>Kevin William Arthur Roswell <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Sir William Anthony Bowater Russell</i></p>	<p>a Police Officer <i>Citizen and Merchant Taylor</i> <i>Citizen and Haberdasher</i></p>	<p>Horley, Surrey</p>
<p>Richard David Salter <i>The Rt. Hon The Lord Mayor</i> <i>Ald. Sir William Anthony Bowater Russell</i></p>	<p>an Agile Coach <i>Citizen and Merchant Taylor</i> <i>Citizen and Haberdasher</i></p>	<p>Stratford, London</p>
<p>Johannes Frederik Christiaan Scheepers <i>David Alastair Morgan-Hewitt</i> <i>Philippe Roland Rossiter</i></p>	<p>a Hotel General Manager <i>Citizen and Innholder</i> <i>Citizen and Innholder</i></p>	<p>Manchester, Greater Manchester</p>
<p>Lady Shaida Sheikh <i>Ald. Kawsar Zaman</i> <i>Ald. Prem Babu Goyal, OBE</i></p>	<p>a Commercial Rental Properties Company Director <i>Citizen and Alderman</i> <i>Citizen and Goldsmith</i></p>	<p>Southgate, London</p>
<p>Dr Milad Zachary Sherafati Tabarestani <i>CC James Nicholas Bromiley-Davis</i> <i>Ald. Emma Edhem</i></p>	<p>a Medical Doctor <i>Citizen and Gardener</i> <i>Citizen and Woolman</i></p>	<p>Westminster, London</p>
<p>Andrew John Stokes, OBE, MVO <i>The Rt. Hon The Lord Mayor</i> <i>Deputy Simon D'Olier Duckworth, OBE, DL</i></p>	<p>a Soldier <i>Citizen and Merchant Taylor</i> <i>Citizen and Skinner</i></p>	<p>Lambeth, London</p>
<p>Tiago Miguel Tavares Lucas <i>Christopher John Robinson</i> <i>Christine Brown</i></p>	<p>an Assistant Beadle <i>Citizen and Cutler</i> <i>Citizen and Cutler</i></p>	<p>Camden, London</p>
<p>Foster Ramsay Telford <i>John Holt</i> <i>Lieutenant Colonel Nicholas Keith Cooper</i></p>	<p>a Telecommunications Engineer, retired <i>Citizen and Tinplate Worker</i> <i>Citizen and Apothecary</i></p>	<p>Wilton, Wiltshire</p>

Matthew David Townley	a Hotel Regional Operations Director	Macclesfield, Cheshire
<i>David Alastair Morgan-Hewitt</i>	<i>Citizen and Innholder</i>	
<i>Philippe Roland Rossiter</i>	<i>Citizen and Innholder</i>	
Salim Uddin	a Campaign Manager	Ilford, London
<i>Ald. Kawsar Zaman</i>	<i>Citizen and Alderman</i>	
<i>Ald. Prem Babu Goyal, OBE</i>	<i>Citizen and Goldsmith</i>	
Abdal Ullah	a Councillor and Public Relations Consultant	Wapping, London
<i>Ald. Kawsar Zaman</i>	<i>Citizen and Alderman</i>	
<i>Ald. Prem Babu Goyal, OBE</i>	<i>Citizen and Goldsmith</i>	
David William Utting, DL	a City Livery Company Clerk	Wanstead, London
<i>Catherine Mary Rose Carr</i>	<i>Citizen and Gold & Silver Wyre Drawer</i>	
<i>Brian Cyril Turner</i>	<i>Citizen and Gold & Silver Wyre Drawer</i>	
Sonja Frances Vodusek	a Hotel Managing Director	West Kensington, London
<i>David Alastair Morgan-Hewitt</i>	<i>Citizen and Innholder</i>	
<i>Philippe Roland Rossiter</i>	<i>Citizen and Innholder</i>	
Douglas Ross Waddell	a Hotel Company Operations Director	Stratford Upon Avon, Warwickshire
<i>David Alastair Morgan-Hewitt</i>	<i>Citizen and Innholder</i>	
<i>Philippe Roland Rossiter</i>	<i>Citizen and Innholder</i>	
Mark Wasilewski, LVO	a Park Manager	Westminster, London
<i>Deputy Patricia Ann Holmes</i>	<i>Citizen and Cordwainer</i>	
<i>CC Caroline Wilma Haines</i>	<i>Citizen and Educator</i>	
Christopher Matthew John Wayne-Wills	a Hotel Company Chief Executive	Helensburgh, Argyll and Bute, Scotland
<i>David Alastair Morgan-Hewitt</i>	<i>Citizen and Innholder</i>	
<i>Philippe Roland Rossiter</i>	<i>Citizen and Innholder</i>	
Malcolm Bruce Westbrook, JP	a Personal Injury Lawyer, retired	Biggin Hill, Kent
<i>Alexander John Nelson</i>	<i>Citizen and Clothworker</i>	
<i>Captain Brian Alexander Cushing</i>	<i>Citizen and Master Mariner</i>	
Ian Edward Wright, OBE	a Broadcaster and Professional Footballer, retired	Willesden, London
<i>Deputy Christopher Michael Hayward</i>	<i>Citizen and Pattenmaker</i>	
<i>Deputy Keith David Forbes Bottomley</i>	<i>Citizen and Pattenmaker</i>	

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 7th September 2023

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

Bills

Date in force

National Security Act 2023

11th July 2023

The Act introduces new measures to modernise existing counter espionage laws to address modern threats. It aims to tackle state-backed sabotage and foreign interference by creating the Foreign Interest Registration Scheme (FIRS). This scheme requires specified individuals in the UK to register certain activities and communications they undertake with foreign governments. The Act creates a criminal offence for a person to carry out “political influence activity” where this arrangement is not registered, and the person knows that the arrangement is not registered. The list of specified individuals who must register certain activities includes the City of London Police Commissioner and Assistant Commissioners, applying the FIRS to the City of London Police in the same way that it applies to the Metropolitan Police. The FIRS does not apply to the Police Authority Board.

Social Housing (Regulation) Act 2023

20th July 2023

The Act facilitates a revised approach to regulating social housing landlords on consumer issues such as safety, transparency and tenant engagement, with new enforcement powers. The Act aims to reform the regulatory regime to increase standards for tenants. It applies to the Corporation in its exercise of the functions and duties of a local authority and a local housing authority which is a provider of social housing.

Strikes (Minimum Service Levels) Act 2023

20th July 2023

This short framework Act enables Ministers to make regulations setting out the minimum service required during strike action in six areas of the public sector: health services; fire and rescue services; education services; transport services; decommissioning of nuclear installations; and border security. Failure to comply with those regulations may result in the loss by trade unions of their legal

protection from liability for inducing workers to take part in the strike, and the loss by employees of their automatic protection from unfair dismissal. Minimum service levels are not defined in the Act but are left to the discretion of the Minister, who must set these out in regulations. The regulations must be approved by both Houses of Parliament and are yet to be drafted.

Statutory Instruments

The Environmental Offences (Fixed Penalties) (Amendment) (England) Regulations 2023 No. 770

31st July 2023

These Regulations amend Regulations from 2017 to increase the upper limit of fixed penalty notices for littering, graffiti and fly-posting offences from £150 to £500. They also amend the Environmental Protection Act 1990 to increase the upper limit of fixed penalty notices for unauthorised deposit of controlled waste and household waste duty of care offences, from £400 to £1000 and £600 respectively.

The Business and Planning Act 2020 (Pavement Licences) (Coronavirus) (Amendment) Regulations 2023 No 900

10th August 2023

In response to the coronavirus pandemic, the Business and Planning Act 2020 made temporary provision for a fast-track process to allow businesses selling food or drink to obtain authorisation from their local authority for the placement of furniture such as tables and chairs on highway adjacent to their premises. The Act provided for such pavement licences to expire by 30th September 2022, and this was extended by Regulations to 30th September 2023. These Regulations further extend the expiry to 30th September 2024. This extension only applies to a pavement licence for which application is made on or after 10th August 2023. The previous date of 30th September 2023 will continue to apply in relation to any pavement licence applied for before 10th August 2023, although the holder of such a licence may be able to apply for a further licence.

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

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

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