



Civic Affairs Sub-Committee

Date: TUESDAY, 7 FEBRUARY 2023

Time: 1.45 pm

Venue: COMMITTEE ROOM, WEST WING, 2ND FLOOR WEST WING

Members:

Deputy Edward Lord (Chair)	Deputy Sir Michael Snyder
Deputy Simon Duckworth (Chief Commoner) (Deputy Chairman)	Alderman Gregory Jones KC
Nicholas Bensted-Smith	Emily Benn
Deputy Keith Bottomley	James Bromiley-Davis
Tijs Broeke	Sophie Anne Fernandes
Mary Durcan	Deputy Dr Giles Shilson
Deputy Christopher Hayward	Alderman Sir William Russell
Deputy Ann Holmes	Wendy Mead
Alderman Ian David Luder	Alderman Professor Michael Mainelli

Enquiries: Chris Rumbles
christopher.rumbles@cityoflondon.gov.uk

Accessing the virtual public meeting

Members of the public can observe all virtual public meetings of the City of London Corporation by following the below link:

<https://www.youtube.com/@CityofLondonCorporation/streams>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one civic year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

Whilst we endeavour to livestream all of our public meetings, this is not always possible due to technical difficulties. In these instances, if possible, a recording will be uploaded following the end of the meeting.

Michael Cogher
Acting Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**

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

3. **MINUTES**

To agree the public minute of the Civic Affairs Sub-Committee meeting on 6 December 2022.

For Decision
(Pages 7 - 12)

4. **WORK PROGRAMME**

Report of the Town Clerk.

For Information
(Pages 13 - 14)

Members Facilities and Support

5. **SEATING ARRANGEMENTS AT COURT OF COMMON COUNCIL**

Chair and Town Clerk to be heard.

For Discussion

6. **PARENTAL / GUARDIAN ROOM**

Report of the Town Clerk.

For Decision
(Pages 15 - 18)

7. **MEMBER LEARNING AND DEVELOPMENT STEERING GROUP - TERMS OF REFERENCE**

Report of the Town Clerk.

For Decision
(Pages 19 - 22)

8. **CHIEF COMMONER'S HANDBOOK**

Chair to be heard.

For Discussion

General Business

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

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

11. **EXCLUSION OF THE PUBLIC**

The following matters 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, relating to public access to meetings. The matters will, therefore, be considered in non-public session unless the committee determines to the contrary.

For Decision

Part 2 - Non Public Agenda

12. **MINUTES**

To agree the non-public minutes of the Civic Affairs Sub-Committee meeting on 6th December 2022.

For Decision
(Pages 23 - 34)

13. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**

Report of the Town Clerk.

For Information
(Pages 35 - 36)

14. **DELEGATED AUTHORITY REPORT**

Report of the Remembrancer.

For Information
(Pages 37 - 38)

15. **BENIFICES**

Chair to be heard.

For Information

16. **TRADE MARKING THE CITY CORPORATION'S EVENTS SERVICES**

Report of the Remembrancer.

For Decision
(Pages 39 - 42)

Hospitality

17. **APPLICATIONS FOR THE USE OF THE GREAT HALL**

Report of the Remembrancer.

For Decision
(Pages 43 - 46)

18. **APPLICATIONS FOR HOSPITALITY**

For Decision

a) Application A (Pages 47 - 50)
Report of the Remembrancer.

b) Application B (Pages 51 - 54)
Report of the Remembrancer.

c) Application C (Pages 55 - 58)
Report of the Remembrancer.

d) Application D (Pages 59 - 62)
Report of the Remembrancer.

e) Application E (Pages 63 - 68)
Report of the Remembrancer.

19. **FORTHCOMING COMMITTEE OR COURT EVENTS INVOLVING HOSPITALITY**

Report of the Remembrancer.

For Information
(Pages 69 - 70)

20. **SUMMARY OF COMMITTED HOSPITALITY FUNDING**

Joint report of the Chamberlain and Remembrancer.

For Information
(Pages 71 - 84)

21. **VARIOUS RECEPTIONS - FINAL ACCOUNTS**

Joint report of the Chamberlain and Remembrancer.

For Information
(Pages 85 - 98)

22. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

23. **ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

Part 3 - Confidential Agenda

24. **MINUTES**

To agreed the confidential minutes of the Civic Affairs Sub-Committee meeting on 6th December 2022.

For Decision