



Civic Affairs Sub-Committee

Date: FRIDAY, 31 MARCH 2023

Time: 10.00 am

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

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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.

Ian Thomas
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 minutes of the Civic Affairs Sub-Committee meeting on 7 February 2023.

For Decision
(Pages 7 - 14)

4. **TERMS OF REFERENCE AND FREQUENCY OF MEETINGS**

Report of the Deputy Town Clerk.

For Discussion
(Pages 15 - 20)

5. **WORK PROGRAMME**

Report of the Deputy Town Clerk.

For Information
(Pages 21 - 22)

Members' Facilities and Support

6. **MEMBERS' BEDROOM POLICY**

Assistant Town Clerk to be heard.

7. **MEMBERS' FINANCIAL SUPPORT POLICY AND SPECIAL RESPONSIBILITY ALLOWANCE: UPDATE ON IMPLEMENTATION**

Report of the Deputy Town Clerk.

(Pages 23 - 26)

8. **MEMBER TRANSPORT PROTOCOL**

Report of the Deputy Town Clerk.

Ethical Standards

9. MEMBERS' CODE OF CONDUCT

Report of the Comptroller and City Solicitor and Town Clerk and Chief Executive.

For Decision
(Pages 39 - 100)

General Business

10. OUTSIDE BODIES

Chair to be heard.

11. DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS

Report of the Deputy Town Clerk.

For Information
(Pages 101 - 104)

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

13. ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT

14. EXCLUSION OF THE PUBLIC

MOTION: That the public be excluded for the following matters relating 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.

Part 2 - Non Public Agenda

15. MINUTES

- a) To agree the non public minutes of the Civic Affairs Sub-Committee meeting on 7 February 2023 (Pages 105 - 110)

- b) To receive a note of the Civic Affairs Sub-Committee Informal Strategy Session on Friday 9 December 2022 (Pages 111 - 116)

16. **BENEFICES**

- a) Chair to be heard
- b) St John Bethnal Green (Pages 117 - 118)

Hospitality

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

Report of the Remembrancer.

For Decision
(Pages 119 - 124)

18. **CITY HOSPITALITY COST GUIDELINES 2023/24**

Report of the Remembrancer.

For Decision
(Pages 125 - 130)

19. **COMMITTEE HOSPITALITY BUDGET ALLOCATION**

Report of the Remembrancer.

For Discussion
(Pages 131 - 134)

20. **APPLICATIONS FOR THE USE OF GUILDHALL**

Report of the Remembrancer.

For Decision
(Pages 135 - 140)

21. **APPLICATIONS FOR HOSPITALITY**

For Decision

- a) Application A (Pages 141 - 144)
Report of the Remembrancer.
- b) Application B (Pages 145 - 148)
Report of the Remembrancer.
- c) Application C (Pages 149 - 152)
Report of the Remembrancer.

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

Report of the Remembrancer.

For Information
(Pages 153 - 154)

23. **SUMMARY OF COMMITTED HOSPITALITY FUNDING**

Joint report of the Chamberlain and Remembrancer.

For Information
(Pages 155 - 164)

24. **VARIOUS RECEPTIONS - FINAL ACCOUNTS**

Joint report of the Chamberlain and Remembrancer.

For Information
(Pages 165 - 182)

25. **DELEGATED AUTHORITY REPORT**

Report of the Remembrancer.

For Information
(Pages 183 - 184)

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

Report of the Deputy Town Clerk.

For Information
(Pages 185 - 188)

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

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

Part 3 - Confidential Agenda

29. **MINUTES**

To agreed the confidential minutes of the Civic Affairs Sub-Committee meeting on 7 February 2023.

For Decision