



Civic Affairs Sub-Committee

Date: FRIDAY, 23 JANUARY 2026

Time: 11.00 am

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

Members:	Sheriff & Deputy Keith Bottomley (Chairman)	Deputy Jaspreet Hodgson
	Deputy Henry Pollard, Chief Commoner (Deputy Chairman)	Charles Edward Lord, OBE JP
	Deputy Emily Benn	Tim McNally
	Deputy Peter Dunphy MBE	Deputy Andrien Meyers
	Deputy Henry Colthurst	Alderman Sir William Russell
	Alderman Timothy Hailes JP	James St John Davis
	Deputy Christopher Hayward	James Tumbridge
	Deputy Ann Holmes	Philip Woodhouse

Enquiries: **Gemma Stokley**
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Accessing the virtual public meeting

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<https://www.youtube.com/@CityofLondonCorporationstreams>

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 CBE
Town Clerk and Chief Executive

AGENDA

NB: Certain items presented for information have been marked * and will be taken without discussion, unless the Committee Clerk has been informed that a Member has questions or comments prior to the start of the meeting. These for information items have been collated into a supplementary agenda pack and circulated separately.

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 minutes of the Civic Affairs Sub-Committee meeting held on 28 October 2025.

For Decision
(Pages 5 - 8)

- 4. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
- 5. ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**
- 6. EXCLUSION OF THE PUBLIC**

MOTION – That the public be excluded for the following matters that 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

- 7. MINUTES**

To agree the non-public minutes of the Civic Affairs Sub-Committee meeting on 28 October 2025.

For Decision
(Pages 9 - 16)

8. USAGE OF COMMITTEE ROOMS AND EVENT SPACES

Joint report of the Remembrancer and the Deputy Town Clerk.

For Decision
(Pages 17 - 22)

9. MEMBER WORKSPACE REQUIREMENTS

Report of the Town Clerk.

For Decision
(Pages 23 - 30)

10. PAST MEMBERS: BEHAVIOURS AND PRIVILEGES - RESOLUTION OF THE MEMBER DEVELOPMENT AND STANDARDS SUB-COMMITTEE

To consider a resolution of the Member Development and Standards Sub-Committee concerning past Members: Behaviours and Privileges.

For Decision
(Pages 31 - 40)

11. APPLICATIONS FOR THE USE OF GREAT HALL

Report of the Remembrancer.

For Decision
(Pages 41 - 44)

12. APPLICATIONS FOR HOSPITALITY

a) Application A (Pages 45 - 48)

Report of the Remembrancer.

b) Application B (Pages 49 - 54)

Report of the Remembrancer.

For Decision

13. * FORTHCOMING COMMITTEE OR COURT EVENTS INVOLVING HOSPITALITY AND OTHER NON-HOSPITALITY EVENTS

Report of the Remembrancer.

For Information

14. * **SUMMARY OF COMMITTED HOSPITALITY FUNDING**

Joint Report of the Chamberlain and Remembrancer.

For Information

15. * **VARIOUS RECEPTIONS - FINAL ACCOUNTS**

Joint report of the Chamberlain and Remembrancer.

For Information

16. * **DELEGATED AUTHORITY REPORT**

Report of the Remembrancer.

For Information

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

18. **ANY OTHER BUSINESS THE CHAIR CONSIDERS URGENT AND WHICH THE COMMITTEE CONSIDER SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

Part 3 - Confidential Agenda

19. **MINUTES**

To agree the confidential minutes of the Civic Affairs Sub-Committee meeting on 28 October 2025.

For Decision

20. ***GUILDHALL EVENTS CATERING FRAMEWORK**

Joint report of the Chamberlain, the Comptroller and the Remembrancer.

For Information