

For use at the Court of Common Council on Thursday, 15<sup>th</sup> April 2021

2021/2022

## APPOINTMENT OF MEMBERS ON COMMITTEES

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

2. Against the names of Common Councillors are one or more numbers. A number shown *without brackets* reflects the total number of years that a Member has served on the Committee since first elected to the Court, including the forthcoming 2021/22 year. Numbers *in brackets* apply only to Committees for which the Court makes an appointment for a four-year period, and indicate which year of the period that Member is entering in 2021. (In the case of the Board of Governors of the Guildhall School of Music & Drama, the Barbican Centre Board, and the Audit & Risk Management Committee, appointments are for a three-year period).

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

### Nominations

3. Nominations for appointments on Ward Committees have been submitted in accordance with Standing Order No. 23(5).

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

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

### Compliance with Standing Orders

6. Each Committee or Board, in carrying out the functions and responsibilities delegated to it by the Court of Common Council, shall do so in compliance with the City Corporation's Standing Orders, Financial Regulations and such other requirements as the City Corporation may determine. This includes Committees or Boards with different constitutional arrangements and/or extended delegations, such as the Board of Governors of the Guildhall School of Music & Drama (which operates under a separate Instrument and Articles of Government in accordance with section 29 of the Further and Higher Education Act 1992); the Police Authority Board (which has vested in it the powers and duties of the Court of Common Council as Police Authority for the City of London by virtue of the City of London Police Act 1839, together with other relevant legislation, save the appointment of the Commissioner of Police); and the Bridge House Estates Board (which has vested in it all the duties and powers of the Court of Common Council as Trustee of Bridge House Estates (Charity Reg. No. 1035628), except those matters expressly reserved to the Court).

### **Terms of Reference and Delegation**

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

8. Committees have delegated authority to discharge their functions as set out in their terms of reference and in accordance with Standing Orders. Where Committees have requested amendments to their Terms of Reference or compositions, the proposed amendments are set out in red text with proposed deletions struck through. The affected Committees are the Policy & Resources, Culture Heritage & Libraries, and Community & Children's Services Committees, as well as the Education, Barbican Centre, and Police Authority Boards, and the Board of Governors of the City of London Freeman's School. In addition, the Markets Committee has proposed change to its Terms of Reference which (at the time of writing) is under consideration by the relevant committees. The final terms of any proposed amendment will be communicated to the Court prior to consideration of this item.

9. Further, with the constitution of a new Bridge House Estates Board (as approved by the Court in March 2021), that Board will now discharge all the functions of the City of London Corporation as the charity Trustee, except where they have been expressly reserved to the Court of Common Council. Specific changes have been made to the Terms of Reference of the Policy & Resources, Planning & Transportation, Investment, Audit & Risk Management, and Culture, Heritage & Libraries Committees to reflect the transfer of functions to the Bridge House Estates Board, which are also marked in red text with proposed deletions struck through. For the avoidance of doubt, where the discharge of City Corporation functions by any other committee impacts upon the Board's remit (acting for the City Corporation as charity trustee of Bridge House Estates), consultation between committees will take place in the usual way.

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

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

### **Matters of Policy and/or Strategic Importance**

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

### **Chief Commoner – Attendance at Committee Meetings**

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

### **Matters of Dispute**

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

### **General**

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

## **POLICY & RESOURCES COMMITTEE**

### **1. Constitution**

A Non-Ward Committee consisting of,

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

### **2. Quorum**

The quorum consists of any nine Members.

### **3. Membership 2021/22**

#### **ALDERMEN**

- 4 Timothy Russell Hailes, J.P.
- 6 Ian David Luder, J.P.
- 3 Vincent Thomas Keaveny
- 12 Sir David Wootton

#### **COMMONERS**

- 4 (4) Tijs Broeke
- 4 (4) Jamie Ingham Clark, Deputy
- 21 (4) Jeremy Paul Mayhew
- 4 (4) Andrew Stratton McMurtrie, J.P.
- 4 (4) Mark Raymond Peter Henry Delano Wheatley
- 3 (3) Karina Dostalova
- 3 (3) Anne Helen Fairweather
- 3 (3) Shravan Joshi, M.B.E.
- 13 (3) Edward Lord, O.B.E., J.P., Deputy
- 2 (2) Rehana Banu Ameer
- 10 (2) Marianne Bernadette Fredericks
- 17 (2) Catherine McGuinness, Deputy
- 2 (2) Andrien Gereith Dominic Meyers, Deputy
- 6 (2) Tom Sleight, Deputy

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

### **4. Terms of Reference**

To be responsible for:-

#### **General**

- (a) considering matters of policy and strategic importance to the City of London Corporation including matters referred to it by other Committees and/or Chief Officers;

- (b) the review and co-ordination of the governance of the City of London Corporation including its Committees, Standing Orders and Outside Bodies Scheme, reporting as necessary to the Court of Common Council, together with the City Corporation's overall organisation and administration;
- (c) overseeing, generally, the security of the City and the City of London Corporation's security and emergency planning;
- (d) the support and promotion of the City of London as the world leader in international financial and business services and to oversee, generally, the City of London Corporation's economic development activities, communications strategy and public relations activities;
- (e) the use of the City's Armorial bearings ~~and the Bridge Mark~~;
- (f) the appointment of the City Surveyor (in consultation with the Investment Committee ~~and the Bridge House Estates Board~~);
- (g) general matters not otherwise expressly provided for within the terms of reference of any other Committee;
- (h) approving the City Corporation's annual contribution to the London Councils' Grants Scheme and agreeing, alongside other constituent councils, the proposed overall budget;
- (i) making recommendations to the Court of Common Council in respect of:
  - (i) the appointment of the Town Clerk & Chief Executive, Comptroller & City Solicitor and Remembrancer;
  - (ii) the Corporate Plan, Community Strategy, and other corporate strategies, statements or resolutions;
  - (iii) the issuing of levies to all the constituent councils for their contributions to the London Councils' Grants Scheme, for which the Court of Common Council is a levying body; and
  - (iv) the promotion of legislation and, where appropriate, byelaws;

#### **Resource Allocation**

- (j) determining resource allocation in accordance with the City of London Corporation's strategic policies;

#### **Corporate Assets**

- (k) (i) determining the overall use of the Guildhall Complex; and
  - (ii) approving overall strategy and policy in respect of the City Corporation's assets;

#### **Projects**

- (l) scrutiny and oversight of the management of major projects and programmes of work, including considering all proposals for capital and supplementary revenue projects, and determining whether projects should be included in the capital and supplementary revenue programme as well as the phasing of any expenditure;

#### **Hospitality**

- (m) arrangements for the provision of hospitality on behalf of the City of London Corporation;

#### **Privileges**

- (n) Members' privileges, facilities and development;

#### **Sustainability**

- (o) strategies and initiatives in relation to sustainability;

#### **(p) City Courts**

~~for a period of five years, from June 2016 to April 2021, to be responsible for oversight of the management of all matters relating to the City Courts;~~

#### **(p) Business Improvement Districts**

responsibility for the functions of the BID Proposer and BID Body (as approved by the Court of Common Council in October 2014);

#### **(q) Sub-Committees**

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

- \* Resource Allocation
  - Projects
  - Outside Bodies
  - Public Relations and Economic Development
  - Courts
- †Hospitality
- †Members' Privileges *(including such items concerning the standards regime as set out in sub-section*

*(r))*

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

† the Working Parties or Sub Committees responsible for hospitality and Members' privileges shall be able to

report directly to the Court of Common Council and the Chief Commoner able to address reports and respond to matters in the Court associated with these activities.

(r)

**Standards and Code of Conduct**

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

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

## FINANCE COMMITTEE

### 1. **Constitution**

A Ward Committee consisting of,

- four Aldermen nominated by the Court of Aldermen
- up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward
- the Chairman and Deputy Chairman of the Policy & Resources Committee (ex-officio)
- the Chairman and Deputy Chairman of the Investment Committee (ex-officio)

### 2. **Quorum**

The quorum consists of any nine Members.

### 3. **Membership 2021/22**

#### ALDERMEN

- 4 Sir Peter Estlin
- 2 Prem Babu Goyal, O.B.E., J.P.
- 1 Robert Hughes-Penney
- 1 Emma Edhem

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

22	Jeremy Paul Mayhew .....	Aldersgate
9	Randall Keith Anderson.....	Aldersgate
5	Hugh Fenton Morris.....	Aldgate
9	Robert Allan Merrett, Deputy.....	Bassishaw
8	Jamie Ingham Clark, Deputy.....	Billingsgate
3	Benjamin Murphy.....	Bishopsgate
11	Wendy Marilyn Hyde, Deputy.....	Bishopsgate
8	Oliver Arthur Wynlayne Lodge .....	Bread Street
5	Timothy Levene.....	Bridge and Bridge Without
13	John George Stewart Scott, J.P.....	Broad Street
7	James de Sausmarez.....	Candlewick
2	Angus Knowles Cutler.....	Castle Baynard
5	Michael Hudson.....	Castle Baynard
8	Nicholas Michael Bensted-Smith, J.P.....	Cheap
3	Andrew Stratton McMurtrie, J.P.....	Coleman Street
31	Sir Michael Snyder.....	Cordwainer
11	Ian Christopher Norman Seaton.....	Cornhill
5	William Pimlott.....	Cripplegate
4	Susan Jane Pearson.....	Cripplegate
2	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
3	Graeme Martyn Doshi-Smith.....	Farringdon Within
9	Clare James, Deputy.....	Farringdon Within
9	Gregory Alfred Lawrence.....	Farringdon Without
6	Paul Nicholas Martinelli.....	Farringdon Without
9	Philip Woodhouse, Deputy.....	Langbourn
1	Henry Nicholas Almroth Colthurst.....	Lime Street
2	Munsur Ali.....	Portsoken
1	Alastair John Naisbitt King, Alderman.....	Queenhithe
19	Roger Arthur Holden Chadwick, O.B.E., Deputy.....	Tower
3	Rehana Banu Ameer.....	Vintry
6	James Michael Douglas Thomson, Deputy.....	Walbrook

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

4. **Terms of Reference**

To be responsible for:-

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**Finance**

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

**Sub-Committees**

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

**Efficiency & Performance**

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

**Finance Grants Oversight & Performance**

The Finance Grants Oversight and Performance Sub Committee provides strategic oversight of the City of London Corporation's Central Grants Programme, including reviewing progress, performance, impact against outcomes, and risks for all grants.

**Digital Services**

The Digital Services Sub Committee recommends IT strategy and oversees implementation for both the City of London Corporation and the City of London Police to the Finance Committee. Furthermore, the Sub Committee also monitors delivery of IT internally and our contractor partners supplying the delivery of IT.

**Corporate Assets**

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

**Procurement**

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

## **CAPITAL BUILDINGS COMMITTEE**

### **1. Constitution**

A Non-Ward Committee consisting of,

- Five Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- Two Members appointed by the Policy & Resources Committee
- The Chairman and Deputy or a Vice Chairman of the Policy & Resources Committee (ex-officio)
- The Chairman and Deputy Chairman of the Finance Committee (ex-officio)
- The Chairmen and Deputy Chairmen of those service committees which will become responsible for completed capital building projects, or their nominees (ex-officio)\*
- The Chairman of the General Purposes Committee of Aldermen (ex-officio)

*\* Such Chairmen and Deputy Chairmen (or their nominees) to become ex-officio Members of the Committee upon the Court of Common Council giving its approval in principle for the project to proceed, with their membership to cease upon the new building being handed over to their Committee.*

Together with up to two non-City of London Corporation Members and a further two Court of Common Council Members with appropriate experience, skills or knowledge.

### **2. Quorum**

The quorum consists of any five Members.

### **3. Membership 2021/22**

Elected by the Court of Common Council:-

- 4 (4) Christopher Michael Hayward, Sheriff
- 4 (4) Sir Michael Snyder, Deputy
- 4 (3) Ian David Luder, J.P., Alderman
- 4 (2) Alderman Alison Gowman

together with:-

up to two non-City of London Corporation Members:

- David Brooks Wilson (*for a term expiring January 2023*)

up to two co-opted Members of Common Council:

- Oliver Sells, Q.C. (*for a term expiring March 2022*)

one Member to be appointed this day;

two Members to be appointed by the Policy & Resources Committee, and

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

### **4. Terms of Reference**

In respect of major capital building projects<sup>†</sup> which have been approved in principle by the Court of Common Council, to be responsible for (without recourse to any other Committee):-

- (a) overall direction and co-ordination;
- (b) financial control and variances within the overall approved budget for the project;
- (c) review of progress;
- (d) decisions on significant option development and key policy choices; and
- (e) decisions in relation to the acquisition and disposal of properties related to the project, including disposal or alternative use of current operational properties to be vacated on completion of the project. Such properties, upon the approval of the capital building project, shall sit outside of the normal Standing Orders (53-60) governing acquisitions and disposals.<sup>‡</sup>

<sup>†</sup> Defined as projects for new or substantially refurbished buildings or associated preparatory works and enabling projects with an estimated budget of £100 million or more, or which have been otherwise referred to the Committee.

<sup>‡</sup> Such transactions shall therefore not require the additional approvals of the Property Investment Board, Corporate Asset Sub-Committee, Finance Committee, and Court of Common Council. However, the Policy & Resources Committee shall reserve the right to retain ultimate decision-making powers in respect of properties where the disposal is considered to have significant strategic or policy implications.

### **Notes:**

- (i) Membership of this Committee shall not count towards the limit on the number of committees on which a Member may serve contained in Standing Order 22 and its Chairman shall be eligible to be Chairman of another Committee (Ward or non-Ward) at the same time, pursuant to the provisions of Standing Order 29 (3).



- (ii) *The Chairman and Deputy/Vice-Chairmen of the Policy & Resources and Finance Committees shall have the power to vote in the election of Chairman and Deputy Chairman.*
- (iii) *Whilst the Committee will need to have dealings with external parties relevant to the buildings concerned in projects for which the Committee is responsible, ownership and custody of these relationships shall rest with the relevant service committee and the Capital Buildings Committee shall act in accordance with this.*

## INVESTMENT COMMITTEE

### 1. **Constitution**

A Non-Ward Committee consisting of,

- 14 Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- eight Members nominated by the Policy & Resources Committee
- the Chairman and a Deputy Chairman of the Policy & Resources Committee (ex-officio)
- the Chairman and Deputy Chairman of the Finance Committee (ex-officio)
- the Chairman of the Social Investment Board (ex-officio)

### 2. **Quorum**

The quorum consists of any seven Members.

### 3. **Membership 2021/22**

- |    |     |  |
|----|-----|--|
| 4  | (4) | Andrien Gereith Dominic Meyers, Deputy |
| 11 | (4) | Michael John Cassidy, C.B.E., Deputy   |
| 11 | (4) | Ian Christopher Norman Seaton, M.B.E.  |
| 9  | (3) | Henry Nicholas Almroth Colthurst       |
| 3  | (3) | Alison Jane Gowman, Alderman           |
| 3  | (3) | Robert Charles Hughes-Penney, Alderman |
| 7  | (3) | Philip Woodhouse, Deputy               |
| 6  | (2) | Nicholas Michael Bensted-Smith, J.P.   |
| 5  | (2) | James de Sausmarez                     |
| 10 | (2) | Claire James, Deputy                   |

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

### 4. **Terms of Reference**

- (a) To be responsible for the strategic oversight and monitoring of the performance, risk profile and adherence of fund managers of all of the City of London Corporation's investments, in accordance with the investment strategy determined by the Policy & Resources Committee.
- (b) To monitor and oversee the performance of the Sir William Coxen Trust Fund's (206936) investments and the investment fund manager, and to report back and provide relevant advice to the trustees.
- (c) To fulfil (a) and (b) above by means of the appointment of a Property Investment Board ~~and~~ a Financial Investment Board ~~and a Social Investment Board~~ responsible for property ~~and~~ financial investments ~~and social investments~~, respectively.
- (d) To provide the Resource Allocation Sub Committee with recommended proportions between property and non-property assets as part of the resource allocation process with the final decision remaining with the Resource Allocation Sub Committee.

Note: The Property Investment Board ~~and~~ Financial Investment Board ~~and Social Investment Board~~ shall have the power to:-

- i) co-opt people with relevant expertise or experience, including non-Members of the Court; and
- ii) submit reports on matters relevant to their responsibilities directly to the Court of Common Council.

## **AUDIT & RISK MANAGEMENT COMMITTEE**

### **1. Constitution**

A Non-Ward Committee consisting of,

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

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

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

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

### **2. Quorum**

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

### **3. Membership 2021/22**

- 5 (3) Alexander Robertson Martin Barr
- 4 (3) Andrien Gereith Dominic Meyers, Deputy
- 2 (2) Ruby Sayed, *for two years*
- 5 (2) Randall Keith Anderson
- 5 (2) Christopher Paul Boden
- 2 (2) Prem Goyal, O.B.E., J.P., Alderman
- 5 (2) Paul Nicholas Martinelli

together with three external representatives :-

Hilary Daniels (*appointed for a three-year term expiring in March 2022*)

Dan Worsley (*appointed for a three-year term expiring in April 2023*)

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

and together with the Members referred to in paragraph 1, as well as three Members to be appointed this day.

### **4. Terms of Reference**

#### **Audit**

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

#### **Risk Management**

- (a) To monitor and oversee the City of London Corporation's risk management strategy, anti-fraud and anti-corruption arrangements; and to be satisfied that the authority's assurance framework properly reflect the risk environment.

- (b) To consider all audit or external inspection reports relating to any department at the City of London Corporation and seek assurance that action has been taken where necessary.
- (c) To receive an annual report from the Chamberlain reviewing the effectiveness of the City of London's risk management strategy.
- (d) To consider and report back to the Court on any risks related to all governance issues.
- (e) To undertake periodic reviews of the risk management procedures, financial capabilities, controls, and safeguarding procedures of the City of London School, the City of London School for Girls, the City of London Freemens' School, the City of London Academies Trust (including its embedded academies) and the City Academies which are free-standing entities.

## PLANNING & TRANSPORTATION COMMITTEE

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

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

3. **Membership 2021/22**

### ALDERMEN

- 1 Alastair King
- 1 Bronek Masojada
- 2 Sue Langley, O.B.E.
- 4 Sir David Wootton

### COMMONERS

20	Barbara Patricia Newman, C.B.E, Deputy.....	Aldersgate
9	Randall Keith Anderson.....	Aldersgate
2	Douglas Barrow, M.B.E.....	Aldgate
6	Graeme George Harrower.....	Bassishaw
5	Jamie Ingham Clark, Deputy.....	Billingsgate
4	Shravan Joshi, M.B.E.....	Bishopsgate
5	Andrew Paul Mayer.....	Bishopsgate
13	Oliver Arthur Wynlayne Lodge.....	Bread Street
5	Keith David Forbes Bottomley, Deputy.....	Bridge and Bridge Without
9	Christopher Michael Hayward, Sheriff.....	Broad Street
7	James de Sausmarez.....	Candlewick
4	Natasha Maria Cabrera Lloyd-Owen.....	Castle Baynard
8	Graham David Packham.....	Castle Baynard
8	Alastair Michael Moss, Deputy.....	Cheap
12	Sophie Anne Fernandes.....	Coleman Street
3	Tracey Graham.....	Cordwainer
13	Peter Gerard Dunphy, Deputy.....	Cornhill
5	Mark Bostock.....	Cripplegate Without
5	Susan Jane Pearson.....	Cripplegate Within
19	James Henry George Pollard, Deputy.....	Dowgate
3	John Ernest Edwards.....	Farringdon Within
5	Christopher Hill.....	Farringdon Within
5	William Upton, Q.C.....	Farringdon Without
5	Oliver Sells, Q.C.....	Farringdon Without
7	Judith Lindsay Pleasance.....	Langbourn
1	Thomas Cowley Clementi.....	Lime Street
1	John William Fletcher.....	Portsoken
23	Brian Desmond Francis Mooney, Deputy.....	Queenhithe
14	Marianne Bernadette Fredericks.....	Tower
4	Rehana Banu Ameer.....	Vintry
4	Peter Gordon Bennett.....	Walbrook

4. **Terms of Reference**

To be responsible for:-

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

## PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

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

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

3. **Membership 2021/22**

### ALDERMEN

- 1 Sue Langley, OBE
- 3 Gregory Percy Jones, Q.C.

### COMMONERS

5	Adrian Mark Bastow.....	Aldersgate
1	Helen Lesley Fentimen, O.B.E.....	Aldersgate
5	Andrien Gereith Dominic Meyers, Deputy .....	Aldgate
9	Robert Allan Merrett, Deputy.....	Bassishaw
1	John Petrie, O.B.E.....	Billingsgate
4	Shravan Joshi, M.B.E.....	Bishopsgate
7	Wendy Marilyn Hyde, Deputy.....	Bishopsgate
	(Bread Street has paired with Cordwainer for this appointment).....	Bread Street
7	Keith David Forbes Bottomley, Deputy.....	Bridge and Bridge Without
15	John Alfred Bennett, M.B.E., Deputy.....	Broad Street
21	Kevin Malcolm Everett, Deputy.....	Candlewick
8	Henrika Johanna Sofia Priest.....	Castle Baynard
17	Jeremy Lewis Simons, O.B.E.....	Castle Baynard
5	Tijs Broeke.....	Cheap
3	Sophie Anne Fernandes.....	Coleman Street
5	Alexander Robertson Martin Barr.....	Cordwainer
9	Peter Gerard Dunphy, Deputy.....	Cornhill
12	Vivienne Littlechild, M.B.E., J.P. ....	Cripplegate
5	Mary Durcan.....	Cripplegate
8	James Henry George Pollard, Deputy.....	Dowgate
2	John Ernest Edwards.....	Farringdon Within
5	Christopher Hill.....	Farringdon Within
1	George Christopher Abrahams.....	Farringdon Without
1	Edward Lord, O.B.E., J.P., Deputy.....	Farringdon Without
9	John Douglas Chapman.....	Langbourn
5	Elizabeth Rogula, Deputy.....	Lime Street
4	Jason Paul Pritchard.....	Portsoken
23	Brian Desmond Francis Mooney, Deputy.....	Queenhithe
6	Anne Helen Fairweather.....	Tower
3	Rehana Banu Ameer.....	Vintry
5	Peter Gordon Bennett.....	Walbrook

4. **Terms of Reference**

To be responsible for:-

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



## MARKETS COMMITTEE

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

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

3. **Membership 2021/22**

### ALDERMEN

- 1 Prem Babu Goyal O.B.E. J.P
- 2 Alison Gowman

### COMMONERS

1	Adrian Mark Bastow .....	Aldersgate
2	Helen Lesley Fentimen, O.B.E.....	Aldersgate
9	Hugh Fenton Morris, .....	Aldgate
13	Robert Allan Merrett, Deputy.....	Bassishaw
3	John Petrie, O.B.E.....	Billingsgate
2	Simon D'Olier Duckworth, O.B.E., D.L.....	Bishopsgate
11	Dr Giles Robert Evelyn Shilson, Deputy.....	Bread Street
12	John George Stewart Scott, J.P.....	Broad Street
6	Kevin Malcolm Everett, Deputy.....	Candlewick
14	Michael Hudson.....	Castle Baynard
5	Angus Knowles-Cutler.....	Castle Baynard
8	Nicholas Michael Bensted-Smith, J.P.....	Cheap
3	Dawn Lindsay Wright.....	Coleman Street
9	Ian Christopher Norman Seaton.....	Cornhill
10	Stephen Douglas Quilter.....	Cripplegate
4	Mark Bostock.....	Cripplegate
1	James Henry George Pollard, Deputy.....	Dowgate
5	John Ernest Edwards.....	Farringdon Within
5	Matthew Bell.....	Farringdon Within
5	Gregory Alfred Lawrence.....	Farringdon Without
1	Caroline Kordai Addy.....	Farringdon Without
15	John Douglas Chapman.....	Langbourn
2	Elizabeth Rogula, Deputy.....	Lime Street
13	Henry Llewellyn Michael Jones, Deputy.....	Portsoken
5	Brian Desmond Francis Mooney, Deputy.....	Queenhithe
13	James Richard Tumbridge.....	Tower
9	Tom Hoffman, M.B.E., Deputy.....	Vintry
5	Peter Gordon Bennett.....	Wallbrook

Together with three Members to be appointed in place of the two Wards (Bridge and Bridge Without and Cordwainer) not making appointments on this occasion, as well as the one Ward (Bishopsgate) making only one of their two permitted appointments.

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

## CITY OF LONDON POLICE AUTHORITY BOARD

### 1. **Constitution**

A non-ward committee consisting of:

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

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

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

### 2. **Quorum**

The quorum consists of any five Members.

### 3. **Membership 2020/21**

- 4 (4) Tijs Broeke
- 4 (4) Emma Edhem, Alderman
- 12 (3) Douglas Barrow, M.B.E.
- 7 (3) James Michael Douglas Thomson, Deputy
- 2 (2) Dawn Lindsay Wright, *for three years*
- 2 (2) Munsur Ali
- 2 (2) Caroline Kordai Addy
- 2 (2) Timothy Russell Hailes, J.P., Alderman

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

Andrew Lentin (*appointed for a four-year term to expire in September 2021*)

Deborah Oliver (*appointed for a four-year term to expire in September 2022*)

### 4. **Terms of Reference**

To be responsible for:-

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

- (j) overseeing and scrutinising the Force's work to prevent and reduce crime in partnership with relevant agencies in the City of London;
- (k) ensuring local community needs are identified, considered and met as effectively as possible, including through the Policing Plan;
- (l) appointing such committees as are considered necessary for the better performance of its duties; and
- (m) To appoint the Chairman of the Police Pensions Board.

## **FRAUD AND CYBER CRIME REPORTING AND ANALYSIS SERVICE PROCUREMENT COMMITTEE**

### **1. Constitution**

A non-ward committee comprising:

- Chair and Deputy of City of London Police Authority Board
- Chair and Deputy of Policy and Resources Committee
- Chair and Deputy of Finance Committee
- Chair and Deputy of Procurement Sub (Finance) Committee
- Chair and Deputy of Projects Sub (Policy and Resources) Committee
- Chair and Deputy of Digital Sub (Finance) Committee

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

### **2. Quorum**

The quorum consists of any six Members (to be drawn from the relevant Chairs and Deputy Chairs).

### **3. Membership 2021/22**

The Members referred to in paragraph 1, above.

### **4. Terms of Reference**

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

## **CRIME AND DISORDER SCRUTINY COMMITTEE**

### **1. Constitution**

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

- Policy and Resources Committee, or their representatives;
- City of London Police Authority Board, or their representatives;
- Community and Children's Services Committee or their representatives; and
- Licensing Committee, or their representatives.

appointed in accordance with the Police and Justice Act 2006.

### **2. Quorum**

The quorum consists of any three Members.

### **3. Membership 2021/22**

The Members referred to in paragraph 1 above.

### **4. Terms of Reference**

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

## CULTURE, HERITAGE & LIBRARIES COMMITTEE

### 1. **Constitution**

A Ward Committee consisting of,

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

### 2. **Quorum**

The quorum consists of any nine Members.

### 3. **Membership 2021/22**

#### ALDERMEN

- 1 David Andrew Graves
- 1 Professor Michael Raymond Mainelli, Sheriff

#### COMMONERS

11	Barbara Patricia Newman, C.B.E, Deputy.....	Aldersgate
9	Jeremy Paul Mayhew.....	Aldersgate
7	Graeme George Harrower.....	Bassishaw
4	John Petrie, O.B.E.....	Billingsgate
8	Wendy Marilyn Hyde, Deputy.....	Bishopsgate
5	Andrew Paul Mayer.....	Bishopsgate
9	Dr Giles Robert Evelyn Shilson, Deputy.....	Bread Street
6	John Alfred Bennett, M.B.E., Deputy.....	Broad Street
10	Kevin Malcolm Everett Deputy .....	Candlewick
6	Henrika Sofia Johana Priest.....	Castle Baynard
8	Jeremy Lewis Simons, O.B.E.....	Castle Baynard
4	Tijs Broeke.....	Cheap
3	Dawn Lindsay Wright.....	Coleman Street
3	Tracey Graham.....	Cordwainer
9	The Revd. Stephen Decatur Haines.....	Cornhill
11	Vivienne Littlechild, M.B.E., J.P. ....	Cripplegate
5	David John Bradshaw, Deputy.....	Cripplegate
9	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
7	Ann Holmes.....	Farringdon Within
6	Richard David Regan, O.B.E., Deputy.....	Farringdon Within
2	Edward Lord, O.B.E., J.P., Deputy.....	Farringdon Without
7	Wendy Mead, O.B.E.....	Farringdon Without
8	Judith Lindsay Pleasance.....	Langbourn
5	Thomas Cowley Clementi.....	Lime Street
5	Munsur Ali.....	Portsoken
5	Caroline Wilma Haines.....	Queenhithe
2	James Richard Tumbridge.....	Tower
11	Tom Hoffman, M.B.E., Deputy.....	Vintry
6	Peter Gordon Bennett.....	Walbrook

Together with two vacancies in place of the two Wards (Aldgate and Bridge & Bridge Without) not making appointments on this occasion.

### 4. **Terms of Reference**

To be responsible for:-

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

## **BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL**

### **1. Constitution**

A Non-Ward Committee consisting of,

- one Alderman nominated by the Court of Aldermen
- up to 10 Commoners elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
  - the Chairman of the Board of Governors of City of London School for Girls
  - the Chairman of the Board of Governors of City of London Freeman's School
- up to eight co-opted non-City of London Corporation Governors with experience relevant to the Board

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

### **2. Quorum**

The quorum consists of any five Common Council Governors.

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

### **3. Membership (until July 2021)**

#### **ALDERMEN**

- 4 Vincent Thomas Keaveny

#### **COMMONERS**

- 4 (4) Alexander Robertson Martin Barr  
6 (4) Keith David Forbes Bottomley, Deputy  
4 (4) Timothy Levene  
12 (4) Edward Lord, O.B.E., J.P., Deputy  
12 (3) Ian Christopher Norman Seaton  
8 (3) James Michael Douglas Thomson, Deputy  
12 (2) Marianne Bernadette Fredericks  
5 (1) Dominic Gerard Christian  
4 (1) Caroline Wilma Haines

together with:-

Lesley Cartmell

Rosie Gill

John Claughton

Andrew Jones

Ronel Lehmann

Lord Levene of Portsoken

Paul Madden

*Vacancy*

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

### **4. Terms of Reference**

To be responsible for:-

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



## **BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS**

### **1. Constitution**

A Non-Ward Committee consisting of,

- up to two Aldermen nominated by the Court of Aldermen
- up to 12 Commoners elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
  - the Chairman of the Board of Governors of City of London School
  - the Chairman of the Board of Governors of City of London Freemen's School
- up to six co-opted non-City of London Corporation Governors with experience relevant to the Board

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

### **2. Quorum**

The quorum consists of any five Common Council Governors.

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

### **3. Membership (until July 2021)**

#### **ALDERMEN**

- 1 Robert Picton Seymour Howard
- 2 Prem Goyal, O.B.E., J.P.

#### **COMMONERS**

- 2 (2) Mary Durcan *for two years*
- 12 (4) Clare James, Deputy
- 3 (3) Dhruv Patel, O.B.E., *for three years*
- 3 (3) Peter Gordon Bennett *for three years*
- 2 (2) Mark Bostock *for three years*
- 7 (3) Nicholas Michael Bensted-Smith, J.P.
- 6 (2) Randall Keith Anderson
- 4 (1) Rehana Banu Ameer
- 2 (1) Shravan Joshi, M.B.E.
- 20 (1) Richard David Regan, O.B.E., Deputy

together with:-

Prof. Anna Abulafia

Dr. Stephanie Ellington

Mary Ireland

Elizabeth Phillips

*Vacancy*

*Vacancy*

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

### **4. Terms of Reference**

To be responsible for:-

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

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

### **1. Constitution**

A Non-Ward Committee consisting of,

- up to two Aldermen nominated by the Court of Aldermen
- up to ~~12~~ 8 Commoners elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
  - the Chairman of the Board of Governors of City of London School
  - the Chairman of the Board of Governors of City of London School for Girls
- up to six co-opted non-City of London Corporation Governors with skills relevant to the needs of the School.

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

### **2. Quorum**

The quorum consists of five Governors, of which not more than one of whom may be co-opted.

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

### **3. Membership (until July 2021)**

#### **ALDERMEN**

- 1 Robert Picton Seymour Howard
- 1 David Andrew Graves

#### **COMMONERS**

- 17 (4) Roger Arthur Holden Chadwick, O.B.E., Deputy
- 8 (4) Hugh Fenton Morris, Deputy
- 2 (2) Tracey Graham *for three years*
- 12 (3) Elizabeth Rogula, Deputy
- 8 (3) Philip Woodhouse, Deputy
- 16 (2) John Alfred Bennett, M.B.E., Deputy
- 2 (2) Kevin Malcolm Everett, Deputy
- 12 (2) Michael Hudson
- 8 (1) Graham David Packham

together with :-

Nicholas Goddard

Andrew McMillan

Chris Townsend

Lady Gillian Yarrow

*Vacancy*

*Vacancy*

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

### **4. Terms of Reference**

To be responsible for:-

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

## **BOARD OF GOVERNORS OF THE GUILDHALL SCHOOL OF MUSIC & DRAMA**

### **1. Constitution**

A Non-Ward Committee consisting of,

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

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

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

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

### **2. Quorum**

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

### **3. Membership 2021/22**

- |   |     |  |
|---|-----|--|
| 3 | (3) | George Christopher Abrahams  |
| 8 | (3) | David John Bradshaw, Deputy  |
| 9 | (3) | Marianne Bernadette Fredericks                                       |
| 9 | (3) | Jeremy Paul Mayhew   |
| 2 | (2) | Munsur Ali   |
| 5 | (2) | Graham David Packham   |
| 8 | (2) | William Anthony Bowater Russell, Alderman, the Rt Hon The Lord Mayor |

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

the Principal of the Guildhall School for the time being - Lynne Williams

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

one Non-Academic Member of the Guildhall School  
Staff, elected by the administrative staff - Steven Gietzen

one Guildhall School Student representative  
(President of the Student Union for the time being) - Harry Plant

up to 6 Non-City of London Corporation Members with  
appropriate expertise - Natasha Bucknor  
Professor Geoffrey Crossick  
Professor Maria Delgado  
Neil Greenwood  
Dr Paula Haynes  
Vacancy

### **4. Terms of Reference**

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

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

- (e) ensuring that the requirements of the Office for Students, UK Research & Innovation and other relevant statutory bodies are followed and compliance is monitored;
- (f) responsibility for the promotion of equality and diversity throughout the School;
- (g) the appointment of the Principal of the Guildhall School of Music & Drama.

## EDUCATION BOARD

### 1. **Constitution**

A Non-Ward Committee consisting of,

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

### 2. **Quorum**

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

### 3. **Membership 2021/22**

- 2 (2) Shravan Joshi, M.B.E., *for two years*
- 8 (4) William Anthony Bowater Russell, Alderman, the Rt Hon The Lord Mayor
- 4 (4) Ruby Sayed
- 3 (3) Philip John Woodhouse, Deputy
- 8 (2) Sir Peter Estlin, Alderman
- 3 (2) Nicholas Stephen Leland Lyons, Alderman
- 2 (2) Tijs Broeke

Together with four external representatives:-

Deborah Knight (*appointed for a term expiring July 2022*)

Rachel Bower (*appointed for a term expiring April 2023*)

Tim Campbell (*appointed for a term expiring July 2023*)

*Vacancy*

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

### 4. **Terms of Reference**

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

\* The constitution of The Education Charity Sub-Committee is set by the Court of Common Council and comprises four Members appointed by the Education Board and four Members appointed by the Community and Children's Services Committee.

\*\*The expression “the City Family of Schools” means those schools for which the City has either direct responsibility as proprietor, sponsor or local authority, or historic links. These include but are not restricted to: The ~~Sir John Cass Foundation Aldgate~~ Primary School, ~~The City Academy Hackney, the City of London Academy Islington~~, the City of London School, the City of London School for Girls, the City of London Freeman’s School, and the academies managed by the City of London Academies Trust.

## COMMUNITY & CHILDREN'S SERVICES COMMITTEE

### 1. **Constitution**

A Ward Committee consisting of,

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

### 2. **Quorum**

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

### 3. **Membership 2021/22**

#### ALDERMEN

- 2 Bronek Masojada
- 1 Gregory Jones Q.C.

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

8	Randall Keith Anderson.....	Aldersgate
2	Helen Lesley Fentimen, O.B.E.....	Aldersgate
9	Dhruv Patel, O.B.E.....	Aldgate
3	Graeme George Harrower.....	Bassishaw
2	Jamie Ingham Clark, Deputy.....	Billingsgate
4	Benjamin Daniel Murphy.....	Bishopsgate
1	Tom Sleigh, Deputy.....	Bishopsgate
	(Bread Street has paired with Cordwainer for this appointment).....	Bread Street
2	Keith David Forbes Bottomley, Deputy.....	Bridge and Bridge Without
2	Christopher Michael Hayward, Sheriff.....	Broad Street
1	Emma Edhem, Alderman.....	Candlewick
11	Catherine McGuinness, Deputy.....	Castle Baynard
4	Natasha Maria Cabrera Lloyd-Owen.....	Castle Baynard
1	Nicholas Michael Bensted-Smith, J.P.....	Cheap
2	Dawn Lindsay Wright.....	Coleman Street
2	Sir Michael Snyder.....	Cordwainer
15	The Revd. Stephen Decatur Haines.....	Cornhill
5	Susan Jane Pearson.....	Cripplegate Within
5	William Pimlott.....	Cripplegate Within
6	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
5	Matthew Bell.....	Farringdon Within
1	John David Absalom, Deputy.....	Farringdon Without
5	Ruby Sayed.....	Farringdon Without
8	Philip Woodhouse, Deputy.....	Langbourn
1	Elizabeth Rogula, Deputy.....	Lime Street
11	Henry Llewellyn Michael Jones, Deputy.....	Portsoken
10	John William Fletcher.....	Portsoken
5	Caroline Wilma Haines.....	Queenhithe
1	Alastair John Naisbitt King, Alderman.....	Queenhithe
11	Marianne Bernadette Fredericks.....	Tower
4	Rehana Banu Ameer.....	Vintry
5	Peter Gordon Bennett.....	Walbrook

Together with one Member in place of the Ward (Farringdon Within) making only one of its two permitted appointments on this occasion, and the co-opted Members referred to in paragraph 1 above.

4. **Terms of Reference**

To be responsible for:-

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



## **GRESHAM COMMITTEE (CITY SIDE)**

### **1. Constitution**

A Non-Ward Committee consisting of,

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

### **2. Quorum**

The quorum consists of any three Members.

### **3. Membership 2021/22**

#### **ALDERMEN**

- 2 Sir Andrew Charles Parmley
- 1 John Garbutt

#### **COMMONERS**

- 13 (4) Wendy Mead, O.B.E.
- 7 (4) John George Stewart Scott, J.P.
- 14 (3) Simon D'Olier Duckworth, O.B.E., D.L.
- 11 (3) Dr Giles Robert Evelyn Shilson, Deputy
- 2 (2) Keith David Forbes Bottomley, Deputy
- 17 (2) Tom Hoffman, M.B.E., Deputy
- 5 (2) Edward Lord, O.B.E., Deputy

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

### **4. Terms of Reference**

To be responsible for:-

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

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

- (i) to the appointment and payment of four of the Gresham Lecturers, namely those in Divinity, Astronomy, Music and Geometry, and in the provision of a sufficient and proper place for the delivery of the lectures;
  - (ii) to the maintenance of eight almshouses in Ferndale Road, Brixton, to the appointment of eight "almsfolkes" and the payment of a small annual sum to each of them);
- (b) all other City Side matters relating to Gresham College including:-
- (i) the appointment, from the membership of the Court of Common Council, of one representative to attend General Meetings of the Council of Gresham College and up to four Directors to serve on the Council of Gresham College;
  - (ii) any amendments to the current Memorandum and Articles of Association of Gresham College, other than financial aspects and those which, in the opinion of the Committee, are significant and should be considered by the Court.

## **ESTABLISHMENT COMMITTEE**

### **1. Constitution**

A Non-Ward Committee consisting of,

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

### **2. Quorum**

The quorum consists of any four Members.

### **3. Membership 2021/22**

#### **ALDERMAN**

- 3 Sir Charles Edward Beck Bowman

#### **COMMONERS**

- 9 (4) Kevin Malcolm Everett, Deputy  
11 (4) The Revd. Stephen Decatur Haines  
13 (4) Edward Lord, O.B.E., J.P., Deputy  
7 (3) Randall Keith Anderson  
9 (3) Richard David Regan, O.B.E., Deputy  
11 (3) Elizabeth Rogula, Deputy  
5 (3) Ruby Sayed  
7 (3) Philip John Woodhouse, Deputy  
2 (2) Henry Nicholas Almroth Colthurst  
2 (2) Karina Dostalova  
2 (2) Jamie Ingham Clark, Deputy

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

### **4. Terms of Reference**

- (a) The Establishment Committee has specific authority to deal with or make recommendations to the Court of Common Council where appropriate on all matters relating to the employment of City of London Corporation employees where such matters are not specifically delegated to another Committee. These matters include:-
- Conditions of employment;
  - Local Government Pension Scheme (apart from investments);
  - Workforce planning;
  - Wages, salaries structure, job evaluation, staff grading and remuneration of Senior Officers;
  - Organisation reviews;
  - Employee relations;
  - Joint consultation;
  - Learning and employee development;
  - Recruitment and selection;
  - Discipline, dismissal, redundancies in line with the appropriate stages in policy etc;
  - Occupational health, safety and wellbeing.
- NB. The exception to this rule is, whilst the support staff in the City of London Police come within the purview of this Committee, the uniformed Police come under the Police Authority Board.
- (b) To approve:-
- (i) Reports of Heads of Departments recommending changes to senior management posts of Grade I and above which need the approval of the Court.
  - (ii) The structure and application of Job Evaluation Schemes and any amendments thereto.
- (c) To approve and promulgate Human Resources policies and practices so that the City of London Corporation can recruit, retain and motivate its employees and carry out its functions to the highest standards of quality and cost effectiveness;
- (d) To instigate and promulgate organisational reviews of departments and to approve their reports and comments on proposed changes in organisation to ensure that staff resources are deployed in an efficient and effective manner.

- (e) To make amendments to:-
  - (i) the general terms and conditions of employment which are contained in the employee handbook, such as working hours, annual leave, pension, leave of absence, allowances, family friendly provisions, and sick pay;
  - (ii) those procedures which form part of the contract of employment to include the grievance, disciplinary, capability, and appeals procedures, motor car, and motorcycle assisted purchase scheme.
- (f) To appoint seven members (including the representative of the Finance Committee):-
  - (i) to act as the Employer's side of the Joint Consultative Committee when meeting 8 members of the recognised unions, UNITE and GMB for the purpose of collective consultation and negotiation on general matters relating to salaries and terms and conditions of service etc. of City of London Corporation employees up to and including Grade G but excluding teachers and City Police Officers;
  - (ii) to act as the Employer's side of the Senior Management Joint Consultative Committee when meeting representatives of senior management of grades H and above, including High and Table Officers, for the purpose of collective consultation and negotiation on general matters relating to salaries and terms and conditions of service, etc;
- (g) To increase Judges' salaries if they follow the recommendations of the Top Review Board and are approved by the Lord Chancellor.
- (h) To increase the salary of the Coroner if it follows the recommendations of the Joint Negotiating Committee for Coroners.
- (i) To consider submissions of the Board or Boards of Governors relating to teaching staff, which, inter alia, may have to be finally submitted to the Court of Common Council.
- (j) To approve any increase in the salaries for teachers at the three City Schools if they are in excess of that recommended by the School Teachers' Review Body and any proposed changes to the basic salary structure or restructuring of the common pay spine for teachers.
- (k) To approve:-
  - (i) the learning and employee development policy, strategy and budget;
  - (ii) the Health and Safety and Occupational Health and Wellbeing policies and strategies.
- (l) To be the service Committee for the following Departments:-  
Town Clerk's (Policy and Democratic Services, including Corporate HR)  
Comptroller and City Solicitor's
- (m) To be responsible for the appointment of the Coroner (and see (h) above).
- (n) In accordance with the Scheme of Delegation, to receive details of:
  - (i) redundancies and early retirements
  - (ii) Market Forces Supplements
- (o) To be responsible for the monitoring and control of overtime, sickness absence, recruitment and retention changes to staffing resources, workforce profile, job evaluation and the termination of employment.
- (p) To have oversight of the City of London Corporation's policies and practices in respect of equality and inclusion, including the implementation of the Equality Act 2010 and other relevant legislation.
- (q) dealing with requests for grants to support staff welfare initiatives from funds under the Committee's control, as allocated by the Resource Allocation Sub (Policy and Resources) Committee

## **OPEN SPACES & CITY GARDENS COMMITTEE**

### **1. Constitution**

A Non-Ward Committee consisting of,

- eight Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
  - the Chairman and Deputy Chairman of the Epping Forest & Commons Committee
  - the Chairman and Deputy Chairman of the Hampstead Heath, Highgate Wood & Queen's Park Committee

### **2. Quorum**

The quorum consists of any five Members.

### **3. Membership 2021/22**

11 (4) Ian David Luder J.P., Alderman

8 (4) Graeme Martyn Doshi-Smith

4 (3) Caroline Wilma Haines

11 (3) Wendy Mead, O.B.E.

2 (2) Karina Dostalova

5 (2) Oliver Sells, Q.C.

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

### **4. Terms of Reference**

To be responsible for:-

- (a) The allocation of grants in relation to Open Spaces taking account of any views or recommendations expressed by the Epping Forest and Commons Committee, West Ham Park Committee or Hampstead Heath, Highgate Wood and Queen's Park Committee as relevant;

#### **Open Spaces**

- (b) dealing with, or making recommendations to the Court of Common Council where appropriate, all matters relating to the strategic management (e.g. policy, financial and staffing) of the City of London Corporation's open spaces where such matters are not specifically the responsibility of another Committee; and
- (c) the appointment of the Director of Open Spaces (in consultation with the Port Health and Environmental Services Committee);

#### **City Open Spaces**

- (d) the management and day-to-day administration of the gardens, churchyards and open spaces in the City under the control of the Common Council, together with Bunhill Fields Burial Ground;
- (e) arrangements for the planting and maintenance of trees and other plants and shrubs in open spaces and in footpaths adjacent to highways in the City;
- (f) advising on applications for planning permission relating in whole or in part to the gardens, churchyards or open spaces in the City under the control of the Common Council; and
- (g) the functions of the Common Council under the Local Government (Miscellaneous Provisions) Act 1976 to make safe by felling, or otherwise, dangerous trees in the City generally on receipt of notices served on the City of London Corporation in the circumstances set out in Section 23 of the Act and where trees are in danger of damaging property.

## **WEST HAM PARK COMMITTEE**

### **1. Constitution**

A Non-Ward Committee consisting of,

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

### **2. Quorum**

The quorum consists of any five Members.

### **3. Membership 2021/22**

11 (4) Ian David Luder J.P., Alderman

8 (4) Graeme Martyn Doshi-Smith

4 (3) Caroline Wilma Haines

11 (3) Wendy Mead, O.B.E.

2 (2) Karina Dostalova

5 (2) Oliver Sells, Q.C.

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

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

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

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

- Rev Simon Nicholls

Two representatives appointed by the London Borough of Newham

- Councillor James Asser
- Councillor Tahmina Rahman

### **4. Terms of Reference**

To:-

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

## **EPPING FOREST & COMMONS COMMITTEE**

### **1. Constitution**

A Non-Ward Committee consisting of,

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

### **2. Quorum**

The quorum consists of any five Members.

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

### **3. Membership 2021/22**

#### **ALDERMEN**

- 1 Nicholas Stephen Leland Lyons
- 3 Robert Charles Hughes-Penney

#### **COMMONERS**

- 4 (4) Benjamin Daniel Murphy
- 7 (3) Philip Woodhouse, Deputy
- 6 (2) Graeme Martyn Doshi-Smith
- 6 (2) Jeremy Lewis Simons, O.B.E.

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

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

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

### **4. Terms of Reference**

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

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

## **HAMPSTEAD HEATH, HIGHGATE WOOD & QUEEN'S PARK COMMITTEE**

### **1. Constitution**

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

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

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

### **2. Quorum**

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

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

### **3. Membership 2021/22**

- 9 (4) Karina Dostalova
- 6 (4) Anne Helen Fairweather
- 4 (4) David John Bradshaw, Deputy
- 4 (3) Prem Goyal, O.B.E., J.P., Alderman
- 4 (3) Gregory Percy Jones, Q.C., Alderman
- 6 (3) John Tomlinson, Deputy
- 7 (2) Michael Hudson
- 4 (2) Wendy Mead, O.B.E.

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

Heath and Hampstead Society	-	John Beyer
English Heritage	-	Christopher Byers
Royal Society for the Protection of Birds	-	Yianni Andrews
London Borough of Barnet	-	Councillor Richard Cornelius
London Borough of Camden	-	<i>Vacancy</i>
Ramblers' Society	-	Pam Hampshire

### **4. Terms of Reference**

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

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

#### **Hampstead Heath**

- (b) devising and implementing the City of London Corporation's policies and programmes of work in relation to Hampstead Heath (registered charity no. 803392) (and, in fulfilling those purposes, to have regard to any representations made to it by the Hampstead Heath Consultative Committee) in accordance with the London Government Re-organisation (Hampstead Heath) Order 1989;
- (c) exercising all the City of London Corporation's powers and duties relating to Hampstead Heath, including those set out in Regulation 5 of the London Government Re-organisation (Hampstead Heath) Order 1989, or in any Act or Statutory Instrument consolidating, amending or replacing the same;

#### **Highgate Wood & Queen's Park**

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

**Consultative Committees**

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



## **FREEDOM APPLICATIONS COMMITTEE**

### **1. Constitution**

A Non-Ward Committee consisting of:-

- two Aldermen nominated by the Court of Aldermen
- one Member of the Policy and Resources Committee, appointed by that Committee
- two Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
  - the Chief Commoner
  - The immediate past Chief Commoner until the election by Common Council of his or her successor
  - The Chief Commoner designate once elected by Common Council
  - the Chairman and a Deputy Chairman of the Policy & Resources Committee (or, in their absence, a nominated representative of each Member)

### **2. Quorum**

The quorum consists of any three Members.

### **3. Membership 2021/22**

#### **ALDERMEN**

- |   |                   |
|---|-------------------|
| 7 | Sir David Wootton |
| 1 | Sir Roger Gifford |

#### **COMMONERS**

- |       |                          |
|-------|--------------------------|
| 3 (3) | Tijs Broeke              |
| 3 (3) | Dominic Gerard Christian |

together with the Members referred to in paragraph 1 above.

### **4. Terms of Reference**

- (a) To examine and report back on any applications for the Freedom referred to the Committee by the Court of Common Council.
- (b) To consider informally any non-livery nominations that may be referred to it, prior to their submission to the Court of Common Council.
- (c) To examine, consider, and report back on issues concerning the rules and principles relating to, and criteria for, the Freedom;
- (d) To consider matters relating to the general use of the Freedom, such as for City of London Corporation policy objectives;
- (e) To consider, and to provide guidance to Members of the Court of Common Council, and Livery Companies, on, the criteria for and processes relating to the award of the Freedom; and
- (f) To consider matters relating to the Honorary Freedom.

## **BARBICAN RESIDENTIAL COMMITTEE**

### **1. Constitution**

A Non-Ward Committee consisting of,

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

### **2. Quorum**

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

### **3. Membership 2021/22**

Non-Residents:-

- 4 (4) Mark Raymond Peter Henry Delano Wheatley
- 5 (4) Susan Jane Pearson
- 10 (3) Jeremy Paul Mayhew
- 13 (2) Michael Hudson
- 3 (3) Dawn Lindsay Wright *for three years*

Residents:-

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

#### **Aldersgate**

Adrian Mark Bastow

Barbara Patricia Newman, C.B.E., Deputy

#### **Cripplegate (Within and Without)**

Mark Bostock

Deputy David John Bradshaw

Mary Durcan

Deputy John Tomlinson

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

### **4. Terms of Reference**

To be responsible for:-

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

## **BARBICAN CENTRE BOARD**

### **1. Constitution**

A Non-Ward Committee consisting of,

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

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

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

There is a maximum service limit of nine years, which shall apply to all Members (including ex-officio).<sup>1</sup>

### **2. Quorum**

The quorum consists of any five Members, provided Common Councilmen are in the majority.

### **3. Membership 2021/22**

- |   |     |  |
|---|-----|--|
| 6 | (3) | Vivienne Littlechild, M.B.E., J.P.                                   |
| 3 | (3) | William Anthony Bowater Russell, Alderman, the Rt Hon The Lord Mayor |
| 2 | (2) | Munsur Ali   |
| 2 | (2) | Randall Keith Anderson   |

Together with the Members and ex-officio Members referred to in paragraph 1 above, and:-

Stephen Bediako	)	
Russ Carr	)	
Zulum Elumogo	)	
Gerard Grech	)	Up to nine non-Common Council Members appointed by the Board
Lucy Musgrave	)	
Mark Page	)	
Professor Jane Roscoe	)	
Dr Jens Riegelsberger	)	
Jenny Waldman	)	

### **4. Terms of Reference**

To be responsible for:-

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

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<sup>1</sup> other than in specific cases approved by the Court of Common Council.

## **BRIDGE HOUSE ESTATES BOARD**

### **1. Constitution\***

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

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

and each is a "Member".

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

### **2. Quorum**

The quorum consists of any five Members of the Board.

### **3. Membership 2021/22**

#### **ALDERMEN**

- 1 Alison Gowman
- 1 Emma Edhem

#### **COMMONERS**

Eight Members to be appointed this day, together with the two external Co-opted Members referred to in paragraph 1 and appointed by the Court of Common Council at the recommendation of this Board, in accordance with the procedure for their appointment approved by the Court which provides that Co-opted Members will be selected on the basis of their skills, knowledge and experience in order to ensure that the Board is made up of those with an appropriate balance of skills, knowledge and experience necessary to administer the charity on behalf of the Court:

### **4. Terms of Reference of the Delegated Authority**

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

#### **Generally**

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

#### **Specifically**

- (d) Except for those matters reserved to the Court of Common Council, the Board will be responsible for:

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

#### **Delegation**

- (e) The Board may appoint such sub-committees as are considered necessary for the efficient and effective discharge of any of the functions conferred on the Board, and may appoint such members of the Board (including for the avoidance of doubt any of the co-opted members of the Board), and/or such elected Members serving on any other Committees of the Court of Common Council who are considered to have the necessary skills, knowledge and experience to better support the proper discharge of the relevant sub-committee's functions, and/or any co-opted member appointed by the Board to a sub-committee in accordance with the process adopted by the Court per paragraph 5(b)(x) above, subject always to elected Members forming the majority of those in attendance at any sub-committee meeting to form a quorum.

#### **Reporting**

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

## LICENSING COMMITTEE

1. **Constitution**

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

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2021/22**

- 9 (4) Michael Hudson
- 9 (4) Graham David Packham
- 8 (4) Judith Lindsay Pleasance
- 4 (4) Caroline Kordai Addy
- 19 (3) Kevin Malcolm Everett, Deputy
- 11 (3) Sophie Anne Fernandes
- 11 (3) James Richard Tumbridge
- 3 (3) John William Fletcher
- 4 (2) Karina Dostalova
- 13 (2) Marianne Bernadette Fredericks
- 4 (2) Shravan Joshi, M.B.E.

Together with four Members to be appointed this day.

4. **Terms of Reference**

To be responsible for:-

(a) the City of London Corporation's licensing functions under the following legislation:-

(i) Licensing Act 2003:-

(ii) Gambling Act 2005:-

(iii) Local Government (Miscellaneous Provisions) Act 1982, as amended by the Policing and Crime Act 2009:-

- (a) the licensing of sexual entertainment venues
- (b) action to prohibit the consumption of alcohol in designated public places as detailed in sections 12-16 of the Criminal Justice and Police Act 2001 and the Local Authorities (Alcohol Consumption in Designated Public Places) Regulations 2001
- (c) the implementation of those sections of any Acts of Parliament and/or European Legislation which direct that the local authority take action in respect of those duties listed at (a) above, including the functions contained in Sections 2(1) and 2(2) of the Hypnotism Act 1952
- (d) determining which of its functions and responsibilities may be delegated to enable the Director of Markets and Consumer Protection to act on its behalf.

(b) The appointment of the Director of Markets and Consumer Protection (acting jointly with the Port Health and Environmental Services Committee and the Markets Committee);

(c) Making recommendations to the Court of Common Council regarding:-

- (i) the City Corporation's Statement of Licensing Policy; and
- (ii) The Statement of Licensing Principles in respect of the Gambling Act 2005.

(d) charity collections, under the Police, Factories and Miscellaneous Provisions Act 1916 (or any subsequent re-enactment).

## **HEALTH & WELLBEING BOARD**

### **1. Constitution**

A Non-Ward Committee consisting of,

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

### **2. Quorum**

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

### **3. Membership 2021/22**

8 (4) Joyce Carruthers Nash, O.B.E.

5 (2) Marianne Bernadette Fredericks

Together with the Members referred to in paragraph 1 above and one Member to be appointed this day.

#### **Co-opted Members**

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

### **4. Terms of Reference**

To be responsible for:-

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

All of these duties should be carried out in accordance with the provisions of the HSCA 2012 concerning the requirement to consult the public and to have regard to guidance issued by the Secretary of State;

- b) mobilising, co-ordinating and sharing resources needed for the discharge of its statutory functions, from its membership and from others which may be bound by its decisions; and
- c) appointing such sub-committees as are considered necessary for the better performance of its duties.

### **5. Substitutes for Statutory Members**

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

## **HEALTH & SOCIAL CARE SCRUTINY COMMITTEE**

### **1. Constitution**

A non-Ward Committee consisting of,

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

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

### **2. Quorum**

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

### **3. Membership 2021/22**

- 6 (2) Christopher Paul Boden, *for two years*
- 6 (2) Michael Hudson, *for three years*
- 6 (2) Vivienne Littlechild, M.B.E., J.P., *for three years*
- 6 (2) Wendy Mead, O.B.E.

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

### **4. Terms of Reference**

To be responsible for:-

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



## **LOCAL GOVERNMENT PENSIONS BOARD**

### **1. Constitution**

A Non-Ward Committee consisting of,

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

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

### **2. Quorum**

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

### **3. Membership 2021/22**

#### **Three Employer Representatives**

- 3 (3) Mark Raymond Peter Henry Delano Wheatley  
Jon Averbs, Port Health and Public Protection Director

#### **Three Member Representatives**

Yvette Dunne (*appointed for a four-year term expiring April 2021*)  
Martin Newnham (*appointment for a four-year term expiring April 2022*)  
Christina McLellan (*appointed for a four-year term expiring April 2024*)

together with the co-opted Member referred to in paragraph 1 above, if required and one Member to be appointed this day.

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

Board Members must be satisfied that they:

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

### **4. Terms of Reference**

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

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

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

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

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

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

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

### **5. Chairmanship**

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