

Freedom Applications Committee – Outstanding Actions: July 2021

Item no.	Date	Action	Officer responsible	To be completed/ progressed to next stage	Progress Update
		No current actions.			

COMPLETED ACTIONS

No.	Date	Action	Officer responsible	To be completed/ progressed to next stage	Completed Action
1.	27/04/21	The Remembrancer's Office, in conjunction with the Clerk of the Chamberlain's Court and the Town Clerk, to revise the Freedoms Dashboard report and appendix.	Bruce Hunt/ Murray Craig/Rhiannon Leary.	To draft prior to the next meeting of the committee (scheduled for 8 June 2021).	Completed Revised report included with the papers for the meeting held on 08/06/21.
2.	27/04/21	The Remembrancer's Office, in conjunction with the Clerk of the Chamberlain's Court and the Town Clerk, to revise the Heads of Mission report and appendix.	Bruce Hunt/ Murray Craig/Rhiannon Leary.	To draft prior to the next meeting of the committee (scheduled for 8 June 2021).	Completed Revised report included with the papers for the meeting held on 08/06/21.

No.	Date	Action	Officer responsible	To be completed/ progressed to next stage	Completed Action
3.	27/04/21	The Clerk of the Chamberlain's Court, in conjunction with the Remembrancer's Office and the Town Clerk, to revise the Freedom by Special Nomination report and appendix.	Murray Craig/Bruce Hunt/Rhiannon Leary.	To draft prior to the next meeting of the committee (scheduled for 8 June 2021).	Completed Revised report included with the papers for the meeting held on 08/06/21.
4	27/04/21	To update new and returning members on the criteria for the different categories of nomination for the Freedom.	Rhiannon Leary.	To be included in the papers for the next meeting of the committee (scheduled for 8 June 2021).	Completed Criteria included in the agenda pack for the meeting held on 08/06/21.
5	27/04/21	To schedule an informal strategy session for all members of the committee, for the purpose of reviewing the committee's overall strategy.	Rhiannon Leary.	As soon as members' diaries permit.	Completed Session scheduled for 02/07/21.
6	27/04/21	To publish the criteria for the different categories of nomination for the Freedom online, in the interests of transparency.	Rhiannon Leary/Murray Craig.	To complete subsequent to the next meeting of the committee (scheduled for 8 June 2021) in order to take account of members' comments.	Completed. https://www.cityoflondon.gov.uk/about-us/law-historic-governance/freedom-of-the-city

No.	Date	Action	Officer responsible	To be completed/ progressed to next stage	Completed Action
7	08/06/21	Confirm which member of the Communications team will attend the strategy session.	Rhiannon Leary.	Contact Bob Roberts to ask for a named Comms rep to attend.	Completed: session held on June 2021 with Bob Roberts in attendance.
8.	08/06/21	Review reports for future meetings with a view to their inclusion on the public agenda wherever possible.	Rhiannon Leary.	To implement in advance of the next meeting (22 July 2021)	Complete at date of publication.