

As agreed by the Court of Common Council on Thursday, 27<sup>th</sup> April 2023  
and subsequently amended on 20<sup>th</sup> July 2023

## 2023/2024 - COMMITTEE TERMS OF REFERENCE

The format of this paper shows the constitution of each Committee, followed by the membership (as correct in the Spring of 2023) and, lastly, its terms of reference. There are often changes to Membership after the April Court meeting and so if you would like to see the current, correct, membership of each committee, please visit the live [committee pages](#).

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 2023/24 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 2023. (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.

### **Compliance with Standing Orders**

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 City of London 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**

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).

Committees have delegated authority to discharge their functions as set out in their terms of reference and in accordance with Standing Orders.

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

Committees may also choose to delegate the exercise of their functions to sub-committees and, to officers again, in accordance with the Framework for Accountability and Delegation (agreed by the Court in January 2005).

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

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.

**Matters of Dispute**

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

**General**

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
  - 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
    - Corporate Services
    - Barbican Centre
    - Culture, Heritage and Libraries
    - Investment Committee
  - The Deputy Chairman of the Finance Committee

### 2. **Quorum**

The quorum consists of any nine Members.

### 3. **Membership 2023/24**

#### ALDERMEN

- 7 Timothy Russell Hailes, J.P.
- 8 Ian David Luder, J.P.
- 2 Michael Raymond Mainelli
- 7 Sir William Anthony Bowater Russell

#### COMMONERS

- 4 (4) Rehana Banu Ameer, Deputy
  - 12 (4) Marianne Bernadette Fredericks, Deputy
  - 19 (4) Catherine Sidony McGuinness, C.B.E.
  - 4 (4) Andrien Gereith Dominic Meyers, Deputy
  - 8 (4) Thomas Charles Christopher Sleigh
  - 7 (3) Keith David Forbes Bottomley, Deputy
  - 7 (3) Christopher Michael Hayward, Deputy
  - 3 (3) Caroline Wilma Haines
  - 29 (3) Sir Michael Snyder, Deputy
  - 7 (3) Philip Woodhouse, Deputy
  - 2 (2) Munsur Ali
  - 6 (2) Tijs Broeke
  - 2 (2) Brian Desmond Francis Mooney, Deputy
  - 2 (2) Benjamin Daniel Murphy
  - 6 (2) James Richard Tumbridge
  - 1 (1) Helen Fentimen
  - 1 (1) Jason Groves
  - 5 (1) Deputy Shravan Joshi
  - 1 (1) Paul Martinelli
  - 2 (1) Deputy James Thomson
- together with the ex-officio Members referred to in paragraph 1 above.

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;
  - (f) the appointment of the City Surveyor;
  - (g) general matters not otherwise expressly provided for within the terms of reference of any other Committee;
  - (h) the functions of the Court of Common Council as walkway authority and under Part II of the City of London (Various Powers) Act 1967 (excluding the declaration, alteration and discontinuance of City Walkway) for the purposes of promoting works to the Barbican Podium;
  - (i) approving the City Corporation's annual contribution to the London Councils' Grants Scheme and agreeing, alongside other constituent councils, the proposed overall budget;
  - (j) 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**
- (k) determining resource allocation in accordance with the City of London Corporation's strategic policies;
- Corporate Assets**
- (l) (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 (Capital and Supplementary Revenue)**
- (m) 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**
- (n) arrangements for the provision of hospitality on behalf of the City of London Corporation;
- Privileges**
- (o) Members' privileges, facilities and development;
- Sustainability**
- (p) strategies and initiatives in relation to sustainability;
- Business Improvement Districts**
- (q) responsibility for the functions of the BID Proposer and BID Body (as approved by the Court of Common Council in October 2014);
- Sub-Committees**
- (r) appointing such Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-
    - \* Resource Allocation (including Operational Property)
    - Outside Bodies
    - Communications and Corporate Affairs
    - Freedom Applications
    - Capital Buildings
    - Competitiveness
    - †<sup>1</sup>Civic Affairs
    - Equality, Diversity and Inclusion

\* 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.

(s) **Standards and Code of Conduct**

Following the decision of the Court of Common Council on 14 January 2021, the 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 Corporate Services Committee;
- (v) keeping under review and monitoring the Protocol on Member/Officer Relations and, in relation to any revisions, making recommendations to the Corporate Services Committee;
- (vi) advising and training Members and Co-opted Members on matters relating to the City of London Corporation's Code of Conduct.

(t) **Freedom Applications**

Responsibility for all matters relating to Freedom Applications;

(u) **Capital Buildings**

Responsibility for all projects with an estimated budget of £100 million or more, or which have been otherwise referred to the Committee, which have been approved in principle by the Court of Common Council and are being directly delivered by the City of London Corporation;

(v) **Operational Property**

Responsibility 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), together with responsibility for strategies, performance, and monitoring initiatives in relation to energy usage, and for monitoring and advising on bids for Heritage Lottery funding.

**Benefices**

(w) All matters relating to the City's obligations for its various benefices.

**Equality Diversity and Inclusion**

(x) 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 through the establishment of the Equality, Diversity and Inclusion joint Sub Committee with the Policy & Resources Committee.

## 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)

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

3. **Membership 2023/24**

### ALDERMEN

- 6 Sir Peter Estlin
- 3 Robert Hughes-Penney
- 4 Professor Emma Edhem
- 7 The Hon. Timothy Levene

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

11	Randall Keith Anderson, Deputy.....	Aldersgate
2	Steve Goodman, O.B.E.....	Aldersgate
2	Andrien Gereith Dominic Meyers, Deputy.....	Aldgate
2	Madush Gupta, Deputy.....	Bassishaw
1	Luis Felipe Tilleria.....	Billingsgate
2	Tom Charles Christopher Sleigh.....	Bishopsgate
4	Benjamin Daniel Murphy.....	Bishopsgate
2	The Hon. Emily Sophia Wedgwood Benn .....	Bread Street
7	The Hon. Timothy Levene, Alderman.....	Bridge and Bridge Without
2	Shahnan Bakth.....	Broad Street
2	James Bromiley-Davis.....	Candlewick
6	Michael Hudson.....	Castle Baynard
2	Catherine Sidony McGuinness, C.B.E.....	Castle Baynard
10	Nicholas Michael Bensted-Smith, J.P.....	Cheap
15	Sophie Anne Fernandes .....	Coleman Street
33	Sir Michael Snyder.....	Cordwainer
	(Cornhill has paired with Lime Street for this appointment).....	Cornhill
2	Paul Singh.....	Cripplegate
2	Elizabeth Anne King, B.E.M .....	Cripplegate
4	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
1	Brendan Barns.....	Farringdon Within
2	Eamonn Mullally.....	Farringdon Within
11	Gregory Alfred Lawrence.....	Farringdon Without
8	Paul Nicholas Martinelli.....	Farringdon Without
11	Philip Woodhouse, Deputy.....	Langbourn
3	Henry Nicholas Almroth Colthurst, Deputy.....	Lime Street
2	Brian Desmond Francis Mooney, Deputy.....	Queenhithe
2	James Richard Tumbridge.....	Tower
5	Rehana Banu Ameer, Deputy.....	Vintry
8	James Michael Douglas Thomson, Deputy.....	Walbrook

Together with the ex-officio Members referred to in paragraph 1 and one Member to be appointed this day, in place of the Ward (Portsoken) not taking up their appointment on this occasion:-

4. **Terms of Reference**  
To be responsible for:-

**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 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, other than for the Bridge House Estates.
- (k) strategies and initiatives in relation to energy;
- (l) except for those matters reserved to the Court of Common Council or which are the responsibility of another Committee, the Committee will be responsible for all aspects of the City of London Charities Pool (1021138) day-to-day management and administration of the charity. The Committee may exercise any available powers on behalf of the City Corporation as trustee under delegated authority from the Court of Common Council as the body responsible for exercising the powers of the City Corporation as trustee. This includes, but is not limited to, 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 in accordance with the charity's annual budget, strategy and policies
- (m) the projects procedure, including scrutiny and oversight of the management of projects and programmes of work delivered in accordance with this,

**Sub-Committees**

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

**Efficiency & Performance Working Party**

The Efficiency & Performance Sub Committee (now Working Party) 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.

**Projects and Procurement.**

This Sub-Committee provides dedicated scrutiny for all City Corporation and City of London Police procurement contracts as prescribed in the Procurement Code above £2m, with a view to driving value for money.

It also provides dedicated scrutiny for all City Corporation and City of London Police Projects as prescribed by the Projects Procedure.

## INVESTMENT COMMITTEE

### 1. **Composition**

A Non-Ward Committee consisting of:

- Six Members of the Court of Common Council
- Two Members appointed by the Policy and Resources Committee
- Two Members appointed by the Finance Committee
- Up to Two Members to be co-opted from the Court by the Committee, with relevant experience
- the Chairman or a Deputy/Vice Chairman of the Policy and Resources Committee, or their nominee (from the Membership of that Committee) (ex-officio)
- the Chairman or Deputy Chairman of the Finance Committee or their nominee (from the Membership of that Committee) (ex-officio)
- Up to four co-opted External Members with relevant experience, with voting rights, appointed by the Committee.

### 2. **Quorum**

The quorum shall be five Common Council Members

### 3. **Membership 2023/24**

+ To assist with the transition between the two sub-committees (FIB and PIB) to a grand committee, the existing sub-committees membership has been carried over for the year 2023/24. Names have drawn by ballot by the Town Clerk to determine the staggering of the term lengths in the usual fashion (e.g. terms ending between one-four years).

- 1 (1) Randall Keith Anderson, Deputy for two years
- 1 (1) Shahnan Bakht for one year (this position to become one of the Policy and Resources or Finance Committee appointments thereafter)
- 1 (1) Nicholas Michael Bensted-Smith for four years
- 1 (1) Simon Duckworth, Deputy for two years
- 1 (1) Alison Gowman, Alderman for one year (this position to become one of the Policy and Resources or Finance Committee appointments thereafter)
- 1 (1) Madush Gupta, Deputy for one year (this position to become one of the Members co-opted from the Court thereafter)
- 1 (1) Andrien Gereith Dominic Meyers, Deputy for three years
- 1 (1) James Henry George Pollard, Deputy for one year (this position to become one of the Policy and Resources or Finance Committee appointments thereafter)
- 1 (1) Paul Singh for one year (this position to become one of the Policy and Resources or Finance Committee appointments thereafter)
- 1 (1) James Michael Douglas Thomson, Deputy for three years
- 1 (1) Philip Woodhouse, Deputy for four years

*Vacancy, a position to be co-opted from the Court of Common Council*

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

Claudine Blamey  
David Brooks Wilson  
*Vacancy*  
*Vacancy*

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

#### **Investment Proportions**

To inform the decision taken by the Resource Allocation Sub-Committee on the appropriate investment proportions between property and non-property assets.

#### **Property**

- a) To determine and approve management and investment matters relating to property within the City's Cash and City Fund in accordance with the management plans and investment strategies
- b) to acquire, manage or dispose of all City property within its remit;



- c) to determine specific property ownerships in accordance with policies established by the Policy and Resources Committee and the Court of Common Council in relation to the extent of properties to be held by the City of London Corporation for strategic purposes, including within the City itself;
- d) to report during the year to the Court of Common Council in relation to its activities and the overall performance of the investment property portfolios

**Finance**

- e) To approve the appointment of and to monitor the performance of investment managers of the following funds:
  - i. City's Cash
  - ii. Charities Pool
  - iii. Hampstead Heath Trust
  - iv. The Sir William Coxen Trust\*Together with such other funds as are under the City of London Corporation's control;
- f) to review the investment strategy for the securities investments of City's Cash, Hampstead Heath Trust Fund, Sir William Coxen Trust\* and the Charities Pool;
- g) to authorise investments and approve the overall parameters within which the investment fund managers will be authorised to operate;
- h) to invest all new monies in respect of the Charities Pool;
- i) to invest such other sums as are from time to time allocated for this purpose; and
- j) to monitor the activities of the Chamberlain in connection with his role as banker to the City of London Corporation.

\* to oversee the investments of the Sir William Coxen Trust, reporting back and providing advice to the Committee of Aldermen to Administer the Sir William Coxen Trust Fund, which would then take any necessary decisions.

## 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, and Finance 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 2023/24**

- 3 (3) Rehana Banu Ameer, Deputy
- 7 (2) Alexander Robertson Martin Barr, Alderman
- 4 (2) Ruby Sayed
- 2 (2) Bronek Masojada, Alderman
- 2 (2) Judith Pleasance
- 2 (2) Paul Singh
- 7 (1) Randall Anderson, Deputy
- 7 (1) Christopher Boden
- 4 (1) Alderman Prem Goyal, O.B.E, J.P., Alderman
- Vacancy*

together with three external representatives :-

Dan Worsley (*appointed for a three-year term expiring in April 2026*)

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

Karen Sanderson (*appointed for a three-year term expiring in April 2025*)

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

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

#### **Audit**

- (a) To consider and approve the annual External Audit Plan.
- (b) 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 and within any time expectations set.
- (c) To meet with the external auditors as necessary 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).
- (d) To report back, as necessary and at least annually, to the Court of Common Council.
- (e) To appoint an Independent Audit Panel to make recommendations on the appointment of external auditors to the Court of Common Council.

#### **Risk Management**

- (f) To monitor and oversee the City of London Corporation's risk management strategy and to be satisfied that the City Corporation's assurance framework properly reflects the risk environment and that the risk management framework for the identification and mitigation of existing and emerging risks is robust and effective.
- (g) To receive an annual report from the Head of Internal Audit, to include a review of the effectiveness of the City of London's risk management strategy.
- (h) To consider and report back to the Court on any risks related to all governance and value for money issues arising from the operational activities of the City Corporation.
- (i) 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.

**Anti-Fraud and Anti-Corruption Arrangements**

- (j) To monitor and oversee the City of London Corporation's anti-fraud and anti-corruption arrangements.

**General**

- (k) To report back, as necessary and at least annually, to the Court of Common Council.
- (l) To measure and demonstrate the effectiveness of the Committee and its Membership.

## 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 2023/24**

### ALDERMEN

- 1 Jeanette Newman
- 2 Ian Luder
- 7 Susan Pearson
- 6 Sir David Wootton

### COMMONERS

2	Deborah Oliver.....	Aldersgate
11	Randall Keith Anderson, Deputy .....	Aldersgate
2	Shailendra Kumar Kantilal Umradia.....	Aldgate
2	Ian Bishop-Laggett.....	Bassishaw
2	Luis Felipe Tilleria .....	Billingsgate
6	Shravan Joshi, M.B.E, Deputy.....	Bishopsgate
1	Simon D'Olier Duckworth, O.B.E., D.L., Deputy.....	Bishopsgate
2	The Hon. Emily Sophia Wedgwood Benn.....	Bread Street
1	Hugh Selka.....	Bridge and Bridge Without
2	Antony Geoffrey Manchester.....	Broad Street
	(Candlewick has paired with Bridge and Bridge Without for this appointment)	Candlewick
2	Mary Durcan.....	Castle Baynard
10	Graham David Packham, Deputy .....	Castle Baynard
10	Alastair Michael Moss, Deputy.....	Cheap
2	Michael John Cassidy, C.B.E., Deputy.....	Coleman Street
2	Amy Horscroft .....	Cordwainer
6	Ian Christopher Norman Seaton, M.B.E .....	Cornhill
6	Natasha Maria Cabrera Lloyd-Owen, Deputy .....	Cripplegate
1	Dawn Frampton .....	Cripplegate
21	James Henry George Pollard, Deputy. ....	Dowgate
5	John Ernest Edwards.....	Farringdon Within
2	Brendan Barnes .....	Farringdon Within
7	William Upton, K.C.....	Farringdon Without
3	Charles Edward Lord, O.B.E., J.P Deputy .....	Farringdon Without
9	Judith Lindsay Pleasance.....	Langbourn
2	Anthony Fitzpatrick .....	Lime Street
3	John William Fletcher, Deputy... ..	Portsoken
25	Brian Desmond Francis Mooney, Deputy.....	Queenhithe
16	Marianne Bernadette Fredericks, Deputy .....	Tower
2	Jaspreet Hodgson.....	Vintry
	(Walbrook has paired with Broad Street for this appointment).....	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 (other than in respect of the promotion of works to the Barbican Podium, which shall not include any declaration, alteration or discontinuance of City Walkway ["City Walkway regulatory functions"] in connection with such works, all City Walkway regulatory functions to remain the responsibility of Planning and Transportation Committee).
- (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.
- (j) All functions relating to building control under the Building Act 1984, Building Regulations 2000-10 and London Building Acts 1930-82.
- (k) All functions and powers of the City Corporation of providing assistance to the Building Safety Regulator under Section 13 of the Building Safety Act 2022, where the Building Safety Regulator is acting as the Building Control Authority under section 91ZA and 91ZB of the Building Act 1984.
- (k) The setting of building control charges under the Building (Local Authority Charges) Regulations 2010.
- (l) Updating and approving the Planning Protocol.
- (m) Response to and resolution of dangerous structures under the London Building Acts (Amendment) Act 1939.
- (n) All functions relating to the City of London Corporation's commemorative blue plaques.
- (o) All functions relating to the Local Land Charges Act 1975.
- (p) The appointment of the Chief Planning Officer & Development Director.
- (q) The appointment of the Director of Environment (in consultation with the Port Health and Environmental Services Committee).
- (r) The appointment of such Sub-Committees as is considered necessary for the better performance of its duties including a Planning Applications Sub-Committee, Streets & Walkways Sub-Committee and a Local Plans 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 2023/24**

ALDERMEN

3 Prem Goyal, O.B.E.

2 Kawsar Zaman

COMMONERS

2	Steve Goodman, O.B.E.....	Aldersgate
3	Helen Lesley Fentimen, O.B.E.....	Aldersgate
2	Mandeep Thandi .....	Aldgate
2	Luis Felipe Tilleria .....	Billingsgate
2	Simon D'Olier Duckworth, O.B.E., D.L., Deputy .....	Bishopsgate
9	Wendy Marilyn Hyde.....	Bishopsgate
2	Dr Giles Robert Evelyn Shilson, Deputy .....	Bread Street
1	Hugh Selka.....	Bridge and Bridge Without
2	Shahnan Bakth.....	Broad Street
2	Christopher Boden, Deputy.....	Candlewick
7	Mary Durcan .....	Castle Baynard
2	Glen David Witney.....	Castle Baynard
7	Tijs Broeke.....	Cheap
8	Andrew Stratton McMurtrie J.P.....	Coleman Street
7	Alexander Robertson Martin Barr, Alderman.....	Cordwainer
11	Peter Gerard Dunphy, Deputy.....	Cornhill
2	Natasha Maria Cabrera Lloyd-Owen, Deputy .....	Cripplegate
2	Elizabeth Anne King, B.E.M .....	Cripplegate
10	James Henry George Pollard, Deputy.....	Dowgate
4	John Ernest Edwards.....	Farringdon Within
1	John Ross Foley .....	Farringdon Within
3	George Christopher Abrahams.....	Farringdon Without
2	Oliver Sells K.C. ....	Farringdon Without
2	Timothy Richard Butcher.....	Langbourn
	(Lime Street has paired with Cornhill for this appointment)	Lime Street
7	Henry Llewellyn Michael Jones, M.B.E.....	Portsoken
2	Caroline Wilma Haines.....	Queenhithe
3	Marianne Bernadette Fredericks, Deputy .....	Tower
1	Jaspreet Hodgson.....	Vintry
2	Alethea Silk.....	Walbrook

Together with one Member to be appointed this day, in place of the Ward (Bassishaw) not taking up their appointment on this occasion –

Henrika Priest

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 BOARD

### 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

Together with three non-voting observers (who shall not count towards the quorum) representing the views of tenants at the three markets, one each to be nominated annually by the Chair of the:-

- the Smithfield Market Tenants' Association
- the London Fish Merchant Association (Billingsgate), and
- the New Spitalfields Market Tenants' Association

### 2. **Quorum**

The quorum consists of any five Members.

### 3. **Membership 2023/24**

The Members referred to in paragraph 1, as well as 3 Members to be appointed this day on the basis of the following terms.

- 2 (2) Alderman Alison Gowman
- 2 (2) Alderman Sir David Wootton
- 2 (2) Gregory Alfred Lawrence
- 2 (2) Catherine Sidony McGuinness, C.B.E.
- 2 (2) Wendy Mead, OBE *for three years*
- 2 (2) Brian Desmond Francis Mooney, Deputy *for three years*
- 2 (2) Charles Edward Lord, OBE, JP, Deputy *for three years*
- 2 (2) James Henry George Pollard, Deputy *for three years*
- 2 (2) Ian Christopher Norman Seaton, MBE *for two years*
- 2 (2) James Richard Tumbridge *for two years*
- 2 (2) Philip Woodhouse, Deputy *for two years*
- 2 (2) Hugh Selka *for two years*
- 2 (1) Mark Bostock, Deputy
- 2 (1) Henry Jones
- 2 (1) Oliver Sells K.C.

### 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 voting Members.

### 3. **Membership 2023/24**

The Members referred to in paragraph 1 together with three Members to be appointed this day

- 4 (4) Munsur Ali
- 4 (4) Caroline Kordai Addy
- 4 (4) Timothy Russell Hailes, J.P., Alderman
- 9 (3) Nicholas Michael Bensted-Smith, J.P.
- 8 (3) Helen Lesley Fentimen, O.B.E.
- 3 (3) Graham David Packham, Deputy
- 6 (2) Emma Edhem, Alderman
- 6 (2) Tijs Broeke
- 9 (1) James Michael Douglas Thomson, Deputy
- 2 (1) Deborah Oliver, T.D.
- 4 (1) Dawn Linsey Wright

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 2025*)

Sir Craig Mackey (*appointed for a four-year term to expire in September 2025*)

Michael Mitchell (*appointed for a four-year term to expire in September 2026*)

Melissa Collett (*appointed for a four-year term to expire in September 2026*)

### 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 Fraud;
- (i) monitoring of performance of the force in its capacity as National Lead Force for Fraud 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 Chair of City of London Police Authority Board
- Chair and Deputy Chair of Policy and Resources Committee
- Chair and Deputy Chair of Finance Committee
- Chair and Deputy Chair of the Operational Property and Projects Sub (Policy and Resources and Finance) Committee
- Chair and Deputy Chair of Digital Services 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 three Members.

### 3. **Membership 2022/23**

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, including the extension and maintenance of the existing service.

## CRIME AND DISORDER SCRUTINY COMMITTEE

### 4. **Constitution**

A Non-Ward Committee consisting of the Chairman and Deputy Chairman<sup>1</sup> of the:

- Policy and Resources Committee, or their representatives;
- Police Authority Board or their representatives;
- Community and Children's Services Committee or their representatives;
- Licensing Committee, or their representatives.
- Planning and Transportation Committee, or their representatives
- Health and Wellbeing Board, or their representatives
- Port Health and Environmental Services Committee, or their representatives

Appointed in accordance with section 19 of the Police and Justice Act 2006.

### 5. **Quorum**

The quorum consists of any three Members.

### 6. **Membership 2023/24**

The Members referred to in paragraph 1 above

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

To be responsible for:-

- (a) To review or scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions;
- (b) To make reports or recommendations to the local authority with respect to the discharge of those functions.

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<sup>1</sup> These appointments are to be made with the approval of the committee in question and are, therefore, not considered to be ex-officio positions.

## 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 2023/24**

### ALDERMEN

- 1 Bronek Masojada
- 2 Jeanette Newman

### COMMONERS

2	Anett Rideg.....	Aldersgate
2	Deborah Oliver.....	Aldersgate
2	David Sales .....	Aldgate
2	Madush Gupta, Deputy .....	Bassishaw
1	Bronek Masojada, Alderman.....	Billingsgate
7	Andrew Paul Mayer.....	Bishopsgate
9	Wendy Marilyn Hyde.....	Bishopsgate
2	The Hon. Emily Sophia Wedgwood Benn.....	Bread Street
	(Bridge and Bridge Without has paired with Candlewick for this appointment)	Bridge and Bridge Without
2	Antony Geoffrey Manchester .....	Broad Street
2	James Bromiley-Davis .....	Candlewick
2	John David McLeod Griffiths .....	Castle Baynard
2	Alpa Raja .....	Castle Baynard
	(Cheap has twinned with Cordwainer for this appointment).....	Cheap
5	Dawn Linsey Wright.....	Coleman Street
1	Amy Horscroft.....	Cordwainer
2	Ian Christopher Norman Seaton, M.B.E.....	Cornhill
2	Mark Bostock, Deputy .....	Cripplegate
2	Frances Leach.....	Cripplegate
11	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
2	John Ross Foley.....	Farringdon Within
2	Eamonn Mullally .....	Farringdon Within
2	Caroline Kordai Addy.....	Farringdon Without
9	Wendy Mead, O.B.E.....	Farringdon Without
10	Judith Lindsay Pleasance.....	Langbourn
2	Irem Yerdelen.....	Lime Street
7	Munsur Ali.....	Portsoken
7	Caroline Wilma Haines.....	Queenhithe
2	Jason Scott Groves.....	Tower
2	Jaspreet Hodgson.....	Vintry
1	Alethea Silk.....	Walbrook

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 (other than the Small Business Research Centre (SBREC));
- (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 of the City Information Centre, the Monument, the Roman Villa and Baths (Lower Thames Street);
- (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) Except for those matters reserved to the Court of Common Council or which are the responsibility of another Committee, the Committee will be responsible for all aspects of the Guildhall Library Centenary Fund [206950] and Keats House [1053381] day-to-day management and administration of the charities. The Committee may exercise any available powers on behalf of the City Corporation as trustee under delegated authority from the Court of Common Council as the body responsible for exercising the powers of the City Corporation as trustee. This includes, but is not limited to, ensuring effective operational arrangements are in place for the proper administration of the charities, and to support expedient and efficient delivery of the charities' objects and activities in accordance with the charities' annual budgets, strategies and policies;
- (m) 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;
- (n) responsibility for the production and publication of the official City of London Pocketbook;
- (o) appointing such Sub-Committees and/or Consultative Committees as are considered necessary for the better performance of its duties including the following areas:-
  - Keats House
- (p) 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.

## DIGITAL SERVICES COMMITTEE

### 1. **Constitution**

A Committee consisting of,

- up to 8 Members of the Court of Common Council
- the Chairman and Deputy Chairman (or the Chairman's nominees) of the Policy & Resources Committee (ex-officio)
- the Chairman and Deputy Chairman (or the Chairman's nominees) of the Finance Committee (ex-officio)
- the Chairman (or their nominee) of the City of London Police Authority Board(ex-officio)
- the Chairman (or their nominee) of the Bridge House Estates Board (ex-officio)

### 2. **Quorum**

The quorum consists of any four Members.

### 3. **Membership 2023/24**

- 2 (2) Paul Singh
- 2 (2) Sir Peter Estlin, Alderman
- 2 (2) Randal Keith Anderson, Deputy
- 2 (2) Judith Lindsay Pleasance, *for three years*
- 2 (2) James Richard Tumbridge, *for three years*
- 2 (2) Dawn Linsey Wright, *for three years*
- 2 (2) Aaron Anthony Joe Hasan D'Souza, *for two years*
- 2 (2) Timothy Russell Hailes, J.P., Alderman, *for two years*

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

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

To be responsible for:-

- (a) overseeing the risk management and risk assessment of all digital services to ensure that the services provided allow the effective delivering of the Corporation's and the Police's business operations;
- (b) overseeing IT and both physical and computer based Data Protection compliance;
- (c) ensuring the appropriateness and effectiveness of the Digital infrastructure and services for the City of London Corporation and the City of London Police;
- (d) ensure that all appropriate actions are taken to assure the security, resilience and sustainability of all Digital systems;
- (e) operating as an intelligent client for all major IT outsourcing arrangements which have been contracted to third parties;
- (f) overseeing effectiveness and value for money of the digital services provision in all departments and delivery of major digital projects;
- (g) approving the annual budget and capital programme for IT and Digital projects;
- (h) overseeing the delivery and progress of digital skills and culture change in the organisation;
- (i) overseeing the review and implementation of Digital, Information and Technology Strategies;
- (j) overseeing the delivery of the organisation's information management programme;
- (k) overseeing arrangements in respect of information governance; and
- (l) leading arrangements for cross-departmental informal workshops, designed to provide an opportunity to help identify departmental IT and Digital requirements and give in-depth scrutiny to IT and Digital Services projects.

## BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

### 1. **Constitution**

A Non-Ward Committee consisting of,

- Eight Members of 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, and including at least one Alderman\*.
- Members of the Court of Common Council are to serve a term of no more than twelve years\*.
- the following ex-officio Members:-
  - the Chair of the Board of Governors of City of London School for Girls
  - the Chair of the Board of Governors of City of London Freeman's School
- up to seven co-opted non-City of London Corporation Governors with experience relevant to the Board to serve a term of no more than twelve years.

The Chair of the Board shall be elected from the City Corporation Members to serve a maximum term of six years and is expected to serve a term of no less than three years. The Chair should be appropriately qualified with relevant experience, to include the management of personnel at a high level, holding the Head of the School to account for the performance of the School against agreed key performance indicators.

\*The Chair's term of office shall be independent of any term of office served on the Board in any other capacity.

\*Prospective Members are expected to seek a meeting with the Head and/or Chair prior to submitting an application.

### 2. **Quorum**

The quorum consists of any five Governors, no less than three of whom will be Members of the Court of Common Council.

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 2023)**

- 7 (3) Dominic Gerard Christian
- 1 (1) Florence Keelson-Anfu *for two years*
- 8 (2) Keith David Forbes Bottomley, Deputy
- 6 (2) Timothy Levene, Alderman
- 1 (1) Shahnan Bakth *for three years*
- 14 (1) Ian Christopher Norman Seaton, M.B.E.
- 10 (1) James Michael Douglas Thomson, Deputy
- 6 (1) Vincent Keaveny, Alderman

together with:-

Lesley Cartmell

Timi Dorgu

Rosie Gill

Andrew Jones

John Owen

Paul Madden

David Woodgate

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 Head and, where appropriate, the deputies and the Bursar.
- (d) oversight of the policy, strategic and financial management of the City Junior School (joint with the Board of Governors of the City of London School for Girls).
- (e) Except for those matters reserved to the Court of Common Council or which are the responsibility of another Committee, the Committee will be responsible for all aspects of CLS Bursary & Awards Fund's (276654) day-to-day management and administration of the charity. The Committee may exercise any available powers on behalf of the City Corporation as trustee under delegated authority from the Court of Common Council as the body responsible for exercising the powers of the City Corporation as trustee. This includes, but is not limited to, 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 in accordance with the charity's annual budget, strategy and policies."

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

### 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 and including at least one Alderman\*.
- Members of the Court of Common Council are to serve a term of no more than twelve years\*.
- the following ex-officio Members:-
  - the Chair of the Board of Governors of City of London School
  - the Chair of the Board of Governors of City of London Freemen's School
- up to seven co-opted non-City of London Corporation Governors with experience relevant to the Board to serve a term of no more than twelve years.

The Chair of the Board shall be elected from the City Corporation Members to serve a maximum term of six years and is expected to serve a term of no less than three years. The Chair should be appropriately qualified with relevant experience, to include the management of personnel at a high level, holding the Head of the School to account for the performance of the School against agreed key performance indicators.

\*Prospective Members must seek a meeting with the Head and/or Chair prior to submitting an application.

\*The Chair's term of office shall be independent of any term of office served on the Board in any other capacity.

### 2. **Quorum**

The quorum consists of any five ~~Common Council~~ Governors, no less than three of whom will be Members of the Court of Common Council..

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.

### 7. **Membership (until July 2023)**

- 4 (3) Shravan Joshi, M.B.E., Deputy
  - 2 (2) The Hon. Emily Sophia Wedgwood Benn
  - 3 (2) Alderman Robert Howard
  - 2 (2) Jamel Banda *for two years*
  - 4 (1) Mark Bostock, Deputy
  - 1 (1) Anett Rideg
  - 1 (1) Jaspreet Hodgson *for one year*
- Vacancy*

together with:-

Dr. Stephanie Ellington

Nana Owusu--Ansah

Elizabeth Phillips

Mark James

Del Cooke

Tanya Seghatchian

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 Head and, where appropriate, the deputies and the bursar.
- (d) oversight of the policy, strategic and financial management of the City Junior School (joint with the Board of Governors of the City of London School).

- (e) Except for those matters reserved to the Court of Common Council or which are the responsibility of another Committee, the Committee will be responsible for all aspects of the City of London School for Girls Bursary Fund (276251) and City of London School for Girls Scholarships & Prizes Fund's (276251-1) day-to-day management and administration of the charities. The Committee may exercise any available powers on behalf of the City Corporation as trustee under delegated authority from the Court of Common Council as the body responsible for exercising the powers of the City Corporation as trustee. This includes, but is not limited to, ensuring effective operational arrangements are in place for the proper administration of the charities, and to support expedient and efficient delivery of the charities' objects and activities in accordance with the charities' annual budget, strategy and policies.

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

### 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, and including at least one Alderman\*.
- Members of the Court of Common Council are to serve a term of no more than twelve years\*
- the following ex-officio Members:-
  - the Chair of the Board of Governors of City of London School
  - the Chair of the Board of Governors of City of London School for Girls
- up to seven co-opted non-City of London Corporation Governors with skills relevant to the needs of the School to serve a term of no more than twelve years.

The Chair of the Board shall be elected from the City Corporation Members to serve a maximum term six years and is expected to serve a term of no less than three years. The Chair should be appropriately qualified with relevant management of personnel at a high level, holding the Head of the School to account for the performance of the School against agreed key performance indicators.

\*Prospective Members must seek a meeting with the Head and/or Chair prior to submitting an application.

*\*The Chair's term of office shall be independent of any term of office served on the Board in any other capacity.*

### 2. **Quorum**

The quorum consists of five Governors, no less than three of whom will be Members of the Court of Common Council.

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 2023)**

- 10 (1) Philip Woodhouse, Deputy *for one year*
- 10 (3) Graham David Packham, Deputy
- 1 (1) Christopher Makin, Alderman *for two years*
- 1 (1) Jamel Banda *for three years*
- 1 (1) John Ross Foley
- 13 (1) Michael Hudson
- Vacancy*
- Vacancy*

together with :-

Nicholas Goddard  
Andrew McMillan  
Chris Townsend  
Lady Gillian Yarrow  
Clare Verga  
Roy Anklesaria

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.
- (d) except for those matters reserved to the Court of Common Council or which are the responsibility of another Committee, the Committee will be responsible for all aspects of the City of London Freeman's School Bursary Fund (284769) and Charities administered in connection with the City of London Freeman's School (23) (312120), day-to-day management and administration of the charities. The Committee may exercise any available powers on behalf of the City Corporation as trustee under delegated authority from the Court of Common Council as the body responsible for exercising the powers of the City Corporation as trustee. This includes, but is not limited to, ensuring effective operational arrangements are in place for the proper administration of the charities, and to support expedient and efficient delivery of the charities' objects and activities in accordance with the charities' annual budget, strategy and policies.

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

### 1. **Constitution**

A Non-Ward Committee consisting of:

- 8 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 eight 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 Board shall also be permitted to appoint a Senior Independent Governor for compliance with the Committee of University Chairs' (CUC) Higher Education Code of Governance.

The Chair of the Barbican Centre Board, the Chair of the Culture, Heritage & Libraries Committee, the Chair of the Guildhall Trust 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 four Common Council Governors plus three co-opted Governors.

### 3. **Membership 2023/24**

- 6 (3) Randall Keith Anderson, Deputy
- 3 (3) Simon D'Olier Duckworth, OBE, DL, Deputy
- 4 (3) Andrew Paul Mayer
- 5 (2) George Christopher Abrahams
- 2 (2) The Hon. Emily Sophia Wedgwood Benn
- 2 (2) John Ross Foley
- 4 (1) Munsur Ali
- 7 (1) Deputy Graham Packham

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

the Principal of the Guildhall School for the time being - Jonathan Vaughan (*Interim Principal*)

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 - Julian Hepple

one Guildhall School Student representative (President of the Student Union for the time being) - Darcy Jago

up to 8 Non-City of London Corporation Members with appropriate expertise - Professor Geoffrey Crossick  
Professor Maria Delgado  
Neil Greenwood  
Dr Paula Haynes  
Amatey Doku  
Michelle Wright  
Sean Goss  
*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) Oversight and assurance of safeguarding throughout the School;
- (h) 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 2023/24**

- 10 (4) Sir Peter Estlin, Alderman
- 5 (4) Nicholas Stephen Leland Lyons, The Rt Hon. The Lord Mayor, Alderman
- 2 (2) Naresh Hari Sonpar *for two years*
- 6 (3) Caroline Wilma Haines
- 4 (3) Robert Picton Seymour Howard, Alderman
- 6 (3) Benjamin Murphy
- 4 (2) Deputy Shravan Joshi, M.B.E
- 6 (2) Ruby Sayed
- 2 (2) Mandeep Thandi
- 1 (1) Steve Goodman O.B.E.

Together with four external representatives:-

- Tim Campbell (*appointed for a term expiring July 2023*)
- Mary Robey (*appointed for a term expiring October 2025*)
- Bolu Faseun (*appointed for a term expiring October 2026*)
- James Adeleke (*appointed for a term expiring October 2026*)

And together with the appointed Members referred to in paragraph 1 above.

### 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) Except for those matters reserved to the Court of Common Council or which are the responsibility of another Committee, the Committee will be responsible for all aspects of the City of London Combined Education Charity (312836) and City Educational Trust Fund's (290840) day-to-day management and administration of the charity. The Committee may exercise any available powers on behalf of the City Corporation as trustee under delegated authority from the Court of Common Council as the body responsible for exercising the powers of the City Corporation as trustee. This includes, but is not limited to, ensuring effective operational arrangements are in place for the proper administration of the charities, and to support expedient and efficient delivery of the charities' objects and activities in accordance with the charities' annual budget, strategy and policies;
- (e) 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;
- (f) To monitor the frameworks for effective accountability, challenge and support in the City Family of Schools\*\*;

- (g) 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;
- (h) To assist with promotion of skills training and education-business link activities in line with the City of London Corporation's Skills Strategy.

\*\*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 Aldgate Primary School, 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 2023/24**

ALDERMEN

- 4 Alistair John Naisbitt King DL  
2 Christopher Makin

COMMONERS

2	Naresh Hari Sonpar.....	Aldersgate
4	Helen Lesley Fentimen, O.B.E.....	Aldersgate
2	Timothy James McNally .....	Aldgate
1	Ian Bishop-Laggett.....	Bassishaw
1	Nighat Qureishi, Deputy .....	Billingsgate
6	Benjamin Daniel Murphy.....	Bishopsgate
	(Bishopsgate has paired with Aldgate for this appointment).....	Bishopsgate
	(Bread Street has paired with Castle Baynard for this appointment).....	Bread Street
	(Bridge and Bridge Without has paired with Billingsgate for this appointment).....	Bridge and Bridge Without
1	Shahnan Bakth.....	Broad Street
2	James Bromiley-Davis.....	Candlewick
7	Mary Durcan.....	Castle Baynard
10	Henrika Johanna Sofia Priest.....	Castle Baynard
	(Cheap has paired with Farringdon Within for this appointment).....	Cheap
	(Coleman Street has paired with Broad Street for this appointment)	Coleman Street
2	Jamel Banda.....	Cordwainer
2	Joanna Tufuo Abeyie M.B.E.....	Cornhill
2	Anne Corbett.....	Cripplegate
2	Ceri Edith Wilkins.....	Cripplegate
	(Dowgate has paired with Candlewick for this appointment.).....	Dowgate
7	Matthew Bell.....	Farringdon Within
2	Florence Keelson-Anfu.....	Farringdon Within
3	John David Absalom, Deputy.....	Farringdon Without
7	Ruby Sayed.....	Farringdon Without
10	Philip Woodhouse, Deputy.....	Langbourn
	(Lime Street has paired with Cornhill for this appointment).....	Lime Street
7	Jason Paul Pritchard.....	Portsoken
12	John William Fletcher, Deputy.....	Portsoken
6	Caroline Wilma Haines.....	Queenhithe
13	Marianne Bernadette Fredericks, Deputy.....	Tower
2	Aaron Anthony Jose Hasan D'Souza.....	Tower
	(Vintry has paired with Cordwainer for this appointment).....	Vintry

(Walbrook has paired with Langbourn on this appointment)..... Walbrook

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

Steve Goodman, O.B.E.

**4. Terms of Reference**

To be responsible for:-

- (a) the appointment of the Executive 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. Sport/Leisure Activities
  - ix. 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) excepting those matters reserved to the Court of Common Council or which are the responsibility of another Committee, all aspects of City of London Combined Relief of Poverty Charity (registered charity no. 1073660) and City of London Almshouses Charity (registered charity no. 1005857) and day-to-day management and administration of the charities. The Committee may exercise any available powers on behalf of the City Corporation as trustee under delegated authority from the Court of Common Council as the body responsible for exercising the powers of the City Corporation as trustee. This includes, but is not limited to, ensuring effective operational arrangements are in place for the proper administration of the charities, and to support expedient and efficient delivery of the charities objects and activities in accordance with the charities annual budget, strategy and policies.
- (f) 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.
- (g) 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 2023/24**

ALDERMEN

3 Vincent Keaveny

1 Susan Langley

COMMONERS

4 (4) Keith David Forbes Bottomley, Deputy

7 (4) Charles Edward Lord, O.B.E., JP, Deputy

2 (2) Philip Woodhouse, Deputy *for two years*

7 (3) Christopher Michael Hayward, Deputy

2 (2) Nighat Qureishi, Deputy *for three years*

15 (2) Wendy Mead, O.B.E.

13 (1) Dr Giles Robert Evelyn Shilson, Deputy

1 (1) James Henry George Pollard, Deputy

16 (1) Simon D'Olier Duckworth, Deputy, OBE D.L., *for three years*

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

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) Except for those matters reserved to the Court of Common Council or which are the responsibility of another Committee, the Committee will be responsible for all aspects of Sir Thomas Gresham Charities' (221982) day-to-day management and administration of the charity. The Committee may exercise any available powers on behalf of the City Corporation as trustee under delegated authority from the Court of Common Council as the body responsible for exercising the powers of the City Corporation as trustee. This includes, but is not limited to, 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 in accordance with the charity's annual budget, strategy and policies; and

- (c) 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.

## CORPORATE SERVICES COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- two Aldermen 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 2023/24**

ALDERMEN

- 5 Sir Charles Edward Beck Bowman  
2 Susan Langley, O.B.E.

COMMONERS

- 4 (4) Henry Nicholas Almroth Colthurst, Deputy  
7 (3) Keith David Forbes Bottomley, Deputy  
6 (3) Christopher Michael Hayward, Deputy  
2 (2) Timothy McNally, *for three years*  
3 (3) Thomas Charles Christopher Sleigh  
3 (3) James Richard Tumbridge  
2 (2) Catherine Sidony McGuinness, C.B.E  
2 (2) Florence Keelson-Anfu  
15 (2) Charles Edward Lord, O.B.E., J.P., Deputy  
2 (2) Alastair Michael Moss, Deputy  
9 (1) Randall Keith Anderson, Deputy  
1 (1) Anthony Fitzpatrick  
2 (1) Gregory Alfred Lawrence  
2 (1) Mandeep Thandi  
9 (1) Philip Woodhouse, Deputy

*together with the appointed Member of the Finance Committee referred to in paragraph 1 above.*

4. **Terms of Reference**

- (a) The Corporate Services Committee has specific authority to deal with or make recommendations to the Court of Common Council where appropriate on all matters listed below relating to the City of London Corporation staff 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 Heads of Departments or Institutions and any other officers in the Senior Management Grade;
  - 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;
  - Corporate health and safety, including fire and psychosocial hazards.

NB. The definition of "staff" includes all graded and non-graded employees, employees on the professional payrolls, staff, and including casual workers, across Corporation departments and Institutions. The exceptions to this rule are uniformed police officers, which come under the Police Authority Board and are subject to national policing arrangements, and teaching staff whose remuneration is managed through separate arrangements.

- (b) To approve:-
- (i) Reports of Chief Officers recommending changes to or creation of 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.
  - (iii) The 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;
  - (iv) Market Forces Supplements and Honorarium payments in line with the Officer Scheme of Delegations.
- (d) To instigate and receive 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 of London 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, not including policies related to public health and wellbeing.
- (l) To be the service Committee for the following Departments:-  
Town Clerk's (Policy and Democratic Services)  
Comptroller and City Solicitor's  
Chief Operating Officer's (HR; Corporate Health and Safety; Equality Diversity and Inclusion)
- (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) Employment tribunals, litigation cases and grievances and other reports from Comptroller's and City Solicitor's Department
- (o) To be responsible for the monitoring of overtime, sickness absence, recruitment and retention changes to staffing resources, workforce profile, job evaluation and the termination of employment.
- (p) dealing with requests for grants to support staff hospitality and recognition initiatives from funds under the Committee's control, as allocated by the Resource Allocation Sub (Policy and Resources) Committee.

## NATURAL ENVIRONMENT BOARD

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 2023/24**
  - 7 (4) Oliver Sells, K.C.
  - 3 (3) Andrew Stratton McMurtrie, J.P.
  - 2 (2) Ian Luder, Alderman *for three years*
  - 2 (2) Graeme Doshi-Smith, Deputy *for three years*
  - 2 (2) Benjamin Murphy
  - 2 (2) James Bromiley Davis *for two years*
  - 6 (1) Caroline Wilma Haines
  - 13 (1) Wendy Mead, O.B.E

together with the ex-officio Members referred to in paragraph 1 above.
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 2023/24**

- 7 (4) Oliver Sells, K.C.
- 3 (3) Andrew Stratton McMurtrie, J.P.
- 2 (2) Ian Luder, Alderman *for a three-year term*
- 2 (2) Graeme Doshi-Smith, Deputy *for a three-year term*
- 2 (2) Benjamin Murphy
- 2 (2) James Bromiley Davis *for two years*
- 6 (1) Caroline Wilma Haines
- 13 (1) Wendy Mead, O.B.E

together with the ex-officio Members referred to in paragraph 1 above 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 Joy Laguda
- Councillor John Whitworth

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

To:-

- (a) have regard to the overall policy laid down by the Natural Environment Board.
- (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 Natural Environment Board 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 Natural Environment Board (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 2023/24**

#### ALDERMEN

4 Nicholas Stephen Leland Lyons

1 Vincent Keaveny

#### COMMONERS

8 (4) Graeme Martyn Doshi-Smith, Deputy

9 (3) Gregory Alfred Lawrence

6 (2) Benjamin Daniel Murphy *for a three-year term*

2 (2) Madush Gupta, Deputy *for a three-year term*

7 (2) George Christopher Abrahams

7 (2) Caroline Wilma Haines

2 (2) Jaspreet Hodgson *for a two-year term*

9 (1) Deputy Philip Woodhouse

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

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

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

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

To be responsible, having regard to the overall policy laid down by the Natural Environment Board, 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:-  
Coulston 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 Coulston Commons Consultative Committee
- (d) expressing views or making recommendations to the Natural Environment Board 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 Natural Environment Board (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 2023/24**

- 7 (3) William Upton, K.C.
- 6 (2) Wendy Mead *for three years*
- 2 (2) Timothy Butcher
- 2 (2) John Ross Foley
- 2 (2) Alethea Melody Silk
- 2 (2) John David Absalom, Deputy
- 8 (1) Michael Hudson
- 2 (1) Jason Groves
- 6 (1) Gregory Percy Jones, K.C., Alderman
- Vacancy*
- Vacancy*
- Vacancy*

Together with the ex-officio Members referred to in paragraph 1 above and the following representatives from outside organisations:-

Heath and Hampstead Society	-	John Beyer
English Heritage	-	Emily Hills
London Wildlife Trust	-	Mathew Frith
London Borough of Barnet	-	Councillor Arjun Mittra
London Borough of Camden	-	Councillor Marcus Boyland
Ramblers' Society	-	Pauline Lobo

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

To be responsible, having regard to the overall policy laid down by the Natural Environment Board, for:-

- (a) expressing views or making recommendations to the Natural Environment Board 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

## 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 2023/24**

**Non-Residents:-**

- 2 (1) Anne Corbett *for one year*
- 2 (1) John Ross Foley *for one year*
- 4 (3) Andrew Stratton McMurtrie, J.P.
- 2 (2) John William Fletcher, Deputy
- 6 (2) Mark Raymond Peter Henry Delano Wheatley
- 7 (1) Susan Pearson, Alderwoman
- 2 (1) Timothy McNally

**Residents:-**

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

**Aldersgate**

Steve Goodman, O.B.E.

Helen Lesley Fentimen, O.B.E.

**Cripplegate (Within and Without)**

Mark Bostock, Deputy

Frances Leach

Paul Singh

Ceri Wilkins

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

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<sup>2</sup> 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 eight non-Common Council representatives appointed by the Board, of which at least two should be drawn from the arts world
- a representative of the Policy & Resources Committee
- the Chair of the Barbican Centre Trust (ex-officio)

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

The Board shall also elect a second Deputy Chair, 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) not counting service as Chair or Deputy Chair.<sup>3</sup>

### 2. **Quorum**

The quorum consists of any five Members, provided that Common Councillors are in the majority for the approval of the Budget, the appointment of External Members and the appointment of the Chief Executive Officer.

### 3. **Membership 2023/24**

- 4 (1) Munsur Ali
- 4 (1) Randall Keith Anderson, Deputy
- 4 (3) Tijs Broeke
- 9 (3) Wendy Mead, O.B.E.
- 9 (3) Thomas Charles Christopher Sleigh
- 2 (2) Alpa Raja *for two years*
- 5 (2) Sir William Anthony Bowater Russell, Alderman
- 2 (2) Irem Yerdelen

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

Tobi Ruth Adebekun	)	
Michael Asante	)	
Stephen Bediako	)	
Zulum Elumogo	)	Up to eight non-Common Council Members appointed by the Board
Mark Page	)	
Professor Jane Roscoe	)	
Dr Jens Riegelsberger	)	
Despina Tsatsas	)	

### 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 Chief Executive Officer 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>2</sup> Reducing to seven in 2024 through natural turnover in committee Membership

<sup>3</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
- 2 Aldermen nominated by the Court of Aldermen and appointed by the Court of Aldermen for a four-year term
- Up to 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 eight consecutive years.*

### 2. Quorum

The quorum consists of any five Members of the Board.

### 3. Membership 2023/24

#### ALDERMEN

- 3 Alison Gowman
- 3 Emma Edhem

#### COMMONERS

- 3 (3) Henry Nicholas Almroth Colthurst, Deputy
- 3 (3) Dr Giles Robert Evelyn Shilson, Deputy
- 2 (2) Simon D'Olier Duckworth, Deputy, OBE D.L., *for three years*
- 2 (2) James Michael Douglas Thomson, Deputy, *for three years*
- 2 (1) Nighat Qureishi, Deputy, *for three years*
- 1 (1) Deborah Oliver, T.D., *for three years*
- 3 (1) Paul Nicholas Martinelli
- 1 (1) John Griffiths

together with the external co-opted members referred to in paragraph 1 above.

### 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 budget for the Charity;
  - (iv) 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");
  - (v) Approval of the Charity's strategy, including its overarching strategy, investment strategy, bridge replacement strategy, charitable funding strategy and communications strategy;
  - (vi) Approval of the Charity's conflict of interest policy, reserves policy, investment policy, and policy for the application of surplus income;
  - (vii) Approval of the appointment of co-opted independent members to the Board, 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 and approving the Charity's financial statements, including its Annual Report, to ensure they conform with applicable accounting standards, for presentation to the Court of Common Council for information;
  - (iv) overseeing the Charity's external and internal audit functions, and making appropriate recommendations on the appointment of an auditor of the Charity's Annual Report and financial statements;
  - (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 key risks relating to the administration of the Charity, and annual approval of the Charity's Risk Register;
  - (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)(vii) above, subject always to elected Members not being in a minority of those in attendance at any sub-committee meeting to form a quorum and an elected Member serving as the Chair and Deputy Chair.

**Reporting**

(f) The Board must report to the Court of Common Council at least annually 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 2023/24**
  - 2 (2) Anthony Fitzpatrick, *for two years*
  - 15 (4) Marianne Bernadette Fredericks, Deputy
  - 6 (4) Shravan Joshi, M.B.E., Deputy
  - 13 (3) Peter Gerard Dunphy, Deputy
  - 7 (3) Mary Durcan
  - 3 (3) Jason Paul Pritchard
  - 2 (2) Ceri Edith Wilkins, *for three years*
  - 2 (2) James Bromiley-Davis
  - 2 (2) Brendan Barns
  - 11 (2) Graham David Packham, Deputy
  - 2 (1) David James Sales, *for three years*
  - 13 (1) Sophie Anne Fernandes
  - 10 (1) Michael Hudson
  - 5 (1) John William Fletcher, Deputy
  - 13 (1) James Richard Tumbridge
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 Executive Director Environment (acting jointly with the Planning & Transportation Committee, Port Health and Environmental Services Committee, and the Natural Environment Board);
  - (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
- NHS representative of the City and Hackney Place of the North East London Integrated Care Board ("ICB") 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 2023/24**

7 (4) Marianne Bernadette Fredericks, Deputy

5 (3) Mary Durcan

2 (2) Randall Anderson, Deputy

Together with the Members referred to in paragraph 1 above.

#### **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, Health and Care Act 2022 ("the HSCA") and Section 128A of the NHS Act 2006 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 and 2022 concerning the requirement to consult the public and to have regard to the statutory guidance issued by the Secretary of State including "Statutory guidance on joint strategic needs assessment and joint health and wellbeing strategies (JHWBS)" <https://www.gov.uk/government/publications/jsnas-and-jhws-statutory-guidance> and non-statutory guidance " Health and wellbeing board – guidance" <https://www.gov.uk/government/publications/health-and-wellbeing-boards-guidance/health-and-wellbeing-boards-guidance> ;

- 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.
- d) to carry out the statutory duty to assess needs for pharmaceutical services in the City Corporation's area and to publish a statement of its first assessment and of any revised assessment.
- e) to be involved in the preparation of the joint forward plan for the ICB and its partner bodies including consideration of whether the draft takes proper account to of the Joint Local Health and Wellbeing Strategy.
- f) Approval of the Better Care Fund plan for the City of London area

### 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 2023/24**

- 4 (3) Andrew Paul Mayer
- 2 (2) David James Sales *for three years*
- 2 (2) Christopher Paul Boden, Deputy
- Vacancy*
- Vacancy*
- Vacancy*

Together with three Members to be appointed 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) and the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013;
- (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 2023/24**

#### **Three Employer Representatives**

Mark Wheatley

Vacancy

Paul Wilkinson

#### **Three Member Representatives**

David Pearson (appointed for a four-year term expiring April 2025)

Christina McLellan (appointed for a four-year term expiring April 2024)

Peter Lisle (appointed for a four-year term expiring in April 2027)

together with the co-opted Member referred to in paragraph 1 above, if required and one Member to be appointed this day. The further vacancy will be re-advertised for the May Court of Common Council meeting.

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.

## **PENSIONS COMMITTEE**

### 1. **Constitution**

A non-ward committee consisting of:

- Up to 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
- Up to three independent members (i.e., non-Members of the Court of Common Council) co-opted to the Committee on the advice of the Chamberlain, with voting rights.

*N.B. - No Member of the Pension Committee shall be a Member of the Local Government Pensions Board, or be the Chair or Deputy Chair of the Corporate Services Committee, the Finance Committee, or the Policy & Resources Committee simultaneously.*

### 2. **Quorum**

The quorum consists of any three elected Members.

### 3. **Membership 2023/24**

- 2 (2) Shahnaz Bakh, *for two years*
- 2 (2) Andrien Gereith Dominic Meyers, Deputy *for two years*
- 2 (2) Madush Gupta, Deputy *for two years*
- 2 (2) Timothy Richard Butcher, *for two years*
- 2 (2) Ian David Luder, J.P., Alderman
- 2 (2) James Henry George Pollard, Deputy
- 2 (2) David James Sales
- 2 (2) Sir David Wootton, Alderman

Together with the following independent Members referred to in paragraph 1 above:-

#### **Independent Members**

Clare James

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

To undertake statutory functions on behalf of the Local Government Pension Scheme (LGPS) and ensure compliance with the Local Government Pensions Scheme Regulations ("the Regulations"), relevant legislation, and best practice as advised by the Pensions Regulator.

To be responsible for: -

- a) formulating, publishing and periodically review strategies and policies around the Pension Fund, for example (but not limited to) investments, responsible investment, funding, and administration.
- b) selecting and appointing suitability qualified external service providers, such as investment managers and advisors as required.
- c) monitoring the Pension Fund's investment arrangements including asset allocation, the performance of investment managers and advisors, and asset pooling arrangements (noting that the Pension Fund is a shareholder of the London CIV pool).
- d) monitoring liabilities, making arrangements for the triennial actuarial valuation of the Pension Fund, and considering and approving the required employer contribution levels for each employer within the Fund.
- e) dealing with the admission and cessation of employers as and when necessary and to review the ability of admitted bodies to meet their obligations to the Pension Fund.
- f) ensuring the Corporation effectively discharges its obligations to scheme members and employers as an administering authority.
- g) considering and approving the Pension Fund's Annual Report as well as all other statutory statements required under the Regulations.
- h) working with, receiving and considering comments from the Local Government Pensions Board (a scrutiny and non-decision-making body established under the Regulations) in pursuit of good governance of the LGPS.
- i) ensuring that arrangements are in place for consultation with stakeholders as necessary.
- j) developing and maintaining the appropriate level of knowledge and understanding to carry out their duties effectively (including completion of the Pensions Regulator's Public Service toolkit).

**NOTE:** whilst it is the expectation and intention that corporate policies are applied in respect of the Pension Committee's activities, such matters must always be considered in light of the specific regulatory requirements that apply to the

administration of the LGPS. Therefore, where relevant and insofar as such policies impact the Pension Fund, they will need to be reviewed by the Pension Committee.