

MEMBER DEVELOPMENT AND STANDARDS SUB COMMITTEE

Thursday, 24 October 2024

Minutes of the meeting of the Member Development and Standards Sub Committee
held at Committee Room 2 - 2nd Floor West Wing, Guildhall on Thursday, 24
October 2024 at 11.00 am

Present

Members:

Deputy Peter Dunphy (Chair)
Helen Fentimen OBE JP (Deputy Chair)
Deputy Charles Edward Lord
Eamonn Mullally
Naresh Sonpar
Philip Woodhouse

Officers:

Polly Dunn	- Town Clerk's Department
Gregory Moore	- Deputy Town Clerk
Christopher Rumbles	- Governance Officer
Gemma Stokley	- Town Clerk's Department
Edward Wood	- Comptroller and City Solicitor's Department

1. APOLOGIES

Apologies were received from Deputy Keith Bottomley, Alderman Alison Gowman, Steve Goodman, Deputy Chris Hayward, Deputy Henry Pollard, and Deputy Nighat Qureishi.

Deputy Henry Pollard attended the meeting virtually.

2. MEMBER'S DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations.

3. PUBLIC MINUTES

RESOLVED, that the minutes of the meeting held on 17 July 2024 be approved as a correct record.

Matters Arising

The Sub Committee was informed that the draft Code of Conduct would be discussed again at the Informal Court in November in order for Members to make any further comments.

Deputy Lord declared his leave of absence as a Freemason until Easter 2032.

4. MEMBER/MEMBER BUDDYING SCHEME

The Sub Committee considered a Member/Member buddying scheme as part of the 2025 Member Induction Programme.

Members discussed the value of the scheme and the importance of actively encouraging returning Members to become Buddies. The larger the pool of returning Members, the greater the resources available to the new Members.

A Member suggested an open deadline for returning Members to join the scheme to allow for wider participation.

In answer to a question, Members were informed that the buddying scheme was not intended to replace the role of deputies, but to supplement and support them. The buddying scheme would allow for another layer of support for incoming Members.

RESOLVED, that the Member/Member buddying scheme be agreed.

5. **MEMBER BEHAVIOUR ACTION PLAN UPDATE**

The Sub Committee considered a proposal for the Member Behaviour Action Plan.

Members were informed that in order to progress the action plan as quickly and efficiently as possible, and for this to be incorporated in the Induction Training Programme, some actions may need to take place in-between Sub Committee meetings. Therefore, a delegated authority was sought by the Town Clerk, acting in consultation with the entire Sub Committee.

The Sub Committee discussed the development of a mission statement in relation to member behaviour. Members suggested utilising values and concepts already in place and practice at the City of London Corporation. These include the Nolan Principles, Corporate Plan, and People Strategy.

RESOLVED, that-

- 1.) The progress made against actions be noted; and
- 2.) The Sub Committee grant delegated authority to the Town Clerk to progress workstreams needed in between meetings.

6. **MEMBER INDUCTION UPDATE**

The Sub Committee received an update on the Member Induction Programme 2025.

Members were informed the new Members would attend an initial orientation day to receive foundational items, including ID Passes, gowns, and a facilities tour. All other induction sessions are open to all Members. The Sub Committee stressed the importance of returning Members also attending the induction sessions in order to develop collegiate relationships with the new Members.

It was suggested that a letter from the Town Clerk or Chief Commoner be included in the electoral pack to highlight the importance of the Induction Programme and to secure dates in diaries.

A Member raised a concern that the ID Pass does not have corporate branding. It was felt that a branded ID would be useful when representing the City of London at external events and activities. The Town Clerk undertook to raise this matter with the security team in order to develop a solution.

The Sub Committee was updated on the Member Portal. Members were informed that the Member Portal will become the home page on Corporation devices and will include live links and documents.

Members discussed the importance of communicating the expectations and procedures Members are expected to follow, for example around corporate IT, should they not be re-elected.

RECEIVED.

7. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE

There were none.

8. ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT

There was none.

There was no non-public business.

The meeting ended at 11.40 am

Chair

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