

Town Clerk & Chief Executive
John Barradell OBE FRCS



The Rt Hon. Lord Judge
Office of Surveillance Commissioners

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Lord Judge

Thank you for your letter of 22 October, reporting the results of Sir David Clarke's inspection at the City of London Corporation in September.

I would like to thank Sir David for his helpful and constructive comments, not only in the report, but also during his visit. These were most appreciated by the officers that he met and will be helpful in further strengthening our RIPA governance arrangements.

I note your comment that the City Corporation has a sound structure with good policies and procedures, but am keen to ensure that our very low usage of RIPA powers does not result in any complacency. I therefore welcome, and am pleased to accept the recommendations that have been made.

My detailed comments are as follows:


In your covering letter, and at paragraph 9 of the report, reference is made to the non-circulation of the updated (December 2014) OSC Guidance. I can confirm that this was rectified immediately following Sir David's visit.

Recommendation 1: Policy and Procedure document. The document has been amended in respect of the points in paragraph 12 of the report, and also for the additional comments that Sir David detailed during his visit. This will be presented to our Policy and Resources Committee for approval in January.

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Recommendation 2: Authorisations and other forms to be sent to the RIPA Coordinator to maintain oversight and ensure procedural compliance. A revised procedure note is being developed to remind officers of their responsibilities to ensure that RIPA activity, including applications, authorisations, cancellations, renewals, etc. are to be communicated at the earliest opportunity to the Monitoring Officer. This will be issued by the end of December.

Recommendation 3: Refresher training. An external provider (ITS) has been booked to run a course for relevant City Corporation staff on 2nd February 2016.

Yours sincerely
