



CITY OF LONDON CORPORATION

THE CHIEF COMMONER'S HANDBOOK

A covering note by Deputy Edward Lord OBE JP

Shortly before Christmas, I had a number of conversations with the current Chief Commoner and the Chief Commoner Elect, both of whom commented that there was a distinct lack of information about the duties and expectations of the office of Chief Commoner, and of the resources available to support the incumbent in their role.

It is not unusual in the City Corporation for there to be reference documents providing advice and guidance to Members holding particular roles, for example Boots Book for Aldermen, and the Sheriffs' Red Book, both of which have historically been put together by Members rather than by Officers.

Given the significance of the office of Chief Commoner, it seemed appropriate for there to be something similar. As no one else was likely to do so, I took it upon myself to spend the Christmas break drawing together available source material, and my own knowledge, to prepare a draft document which consolidates everything currently available into one document as a 'Handbook for the Chief Commoner'.

In preparing this draft, I have been grateful for the advice and guidance of a number of officers:

- Michael Cogher, Comptroller & City Solicitor
- Paul Double LVO, City Remembrancer
- Simon Murrells JP, Assistant Town Clerk
- Vic Annells, Executive Director, Mansion House & Central Criminal Court
- Bob Roberts, Director of Communications
- Angela Roach, Principal Members' Services and Committee Manager
- Gregory Moore, Principal Members' Services and Committee Manager
- Penny Shelley MBE, Executive Officer, Mansion House Programme Office
- Marie Barnard, Executive Assistant, Mansion House Events Office
- Cassandra Goddard, Event Co-ordinator, Remembrancer's Department
- Mark Mosjak, Chief Attendant
- Lee Austin, Senior Attendant

whose suggestions have been incorporated in the current draft, which is now submitted to the Members' Privileges Sub-Committee for consideration and, if approved, for endorsement by the Policy and Resources Committee.

CEL

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