



Establishment Committee

Date: THURSDAY, 1 DECEMBER 2016
Time: 11.00 am
Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members: Deputy the Revd Stephen Haines (Chairman)
Edward Lord (Deputy Chairman)
Randall Anderson
Mark Boleat
Nigel Challis
Deputy Billy Dove
Sheriff & Alderman Peter Estlin
Deputy Kevin Everett
Deputy Jamie Ingham Clark
Jeremy Mayhew
Sylvia Moys
Deputy Joyce Nash
Barbara Newman
Deputy Richard Regan
Deputy Elizabeth Rogula
Angela Starling
Philip Woodhouse

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Lunch will be served in the Guildhall Club at 1pm
NB: Part of this meeting could be the subject of audio or video recording

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**
To agree the public minutes and summary of the meeting held on 25 October 2016.

For Decision
(Pages 1 - 8)
4. **OUTSTANDING ACTIONS REPORT**
Report of the Town Clerk.

For Information
(Pages 9 - 10)
5. **STRENGTHENING THE CITY CORPORATION'S REPRESENTATIVE AND PROMOTIONAL WORK IN ASIA**
Report of the Director of Economic Development.

For Decision
(Pages 11 - 14)
6. **TERMS OF REFERENCE AND FREQUENCY OF MEETINGS**
Report of the Town Clerk.

For Decision
(Pages 15 - 18)
7. **REGISTER OF INTERESTS FOR CHIEF OFFICERS**
Report of the Director of Human Resources.

For Information
(Pages 19 - 42)
8. **REVENUE BUDGETS 2017/18**
Report of the Town Clerk, the Chamberlain, and the Comptroller and City Solicitor.

For Decision
(Pages 43 - 54)
9. **PAY AND REWARD STRATEGY**
Director of Human Resources to be heard.

For Information

10. **SCHEME OF DELEGATIONS**
Report of the Director of Human Resources.

For Information
(Pages 55 - 56)

11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

13. **EXCLUSION OF THE PUBLIC**

MOTION - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

For Decision

Part 2 - Non-Public Agenda

14. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 25 October 2016.

For Decision
(Pages 57 - 58)

15. **OUTSTANDING ACTIONS REPORT**

Report of the Town Clerk.

For Information
(Pages 59 - 60)

16. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

Part 3 - Confidential Agenda

18. **CONFIDENTIAL MINUTES**

To agree the confidential minutes of the last meeting held on 25 October 2016.

For Decision

19. **SCHEME OF DELEGATIONS CONFIDENTIAL APPENDIX**

Report of the Director of Human Resources.

For Information

20. **CULTURE, HERITAGE AND LIBRARIES UPDATE**
Report of the Town Clerk.

For Decision

21. **TOWN CLERK'S UPDATE**
Town Clerk to be heard.

For Information