



Establishment Committee

Date: TUESDAY, 17 JANUARY 2017
Time: 1.45 pm
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
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 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 1 December 2016.

For Decision
(Pages 1 - 6)
4. **OUTSTANDING ACTIONS REPORT**
Report of the Town Clerk.

For Information
(Pages 7 - 8)
5. **CITY OF LONDON CORPORATION STAFF SPORTS AND ACTIVITIES CLUB**
Report of the Town Clerk.

For Decision
(Pages 9 - 14)
6. **ACCOMMODATION AND WAYS OF WORKING**
Report of the Comptroller and City Solicitor.

For Information
(Pages 15 - 24)
7. **APPRENTICESHIPS - EXPANSION OF THE APPRENTICESHIP PROVIDER SERVICE**
Joint Report of the Director of Human Resources and the Director of Community and Children's Services.

For Decision
(Pages 25 - 32)
8. **REPORT OF ACTION TAKEN**
Report of the Town Clerk.

For Information
(Pages 33 - 58)

9. **FORMER OFFICERS AS MEMBERS**
Report of the Comptroller and City Solicitor.
- For Information**
(Pages 59 - 64)
10. **INVOLVEMENT OF EXTERNAL PARTIES IN CITY OF LONDON RECRUITMENT**
Report of the Director of Human Resources.
- For Decision**
(Pages 65 - 68)
11. **TEMPLATE FOR RESTRUCTURE REPORTS**
Report of the Director of Human Resources.
- For Decision**
(Pages 69 - 74)
12. **EQUALITY AND INCLUSION UPDATE**
Report of the Director of Human Resources.
- For Information**
(Pages 75 - 82)
13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
15. **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

16. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 1 December 2016.
- For Decision**
(Pages 83 - 84)
17. **OUTSTANDING ACTIONS REPORT**
Report of the Town Clerk.
- For Information**
(Pages 85 - 86)

18. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
19. **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

20. **CONFIDENTIAL MINUTES**
To agree the Confidential minutes of the last meeting held on 1 December 2016.

For Decision

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

For Information

22. **IT DIVISION UPDATE**
Report of the Chamberlain.

For Decision