



Establishment Committee

Date: THURSDAY, 17 SEPTEMBER 2020

Time: 11.00 am

Venue: VIRTUAL PUBLIC MEETING (ACCESSIBLE REMOTELY)

Members:

Randall Anderson	Deputy Jamie Ingham Clark
Deputy Keith Bottomley	Deputy Edward Lord
Alderman Sir Charles Bowman	Jeremy Mayhew
Henry Colthurst	Sylvia Moys
Karina Dostalova	Deputy Richard Regan
Deputy Kevin Everett	Deputy Elizabeth Rogula
Tracey Graham	Ruby Sayed
The Revd Stephen Haines	Deputy Philip Woodhouse
Sheriff Christopher Hayward	

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Accessing the virtual public meeting

Members of the public can observe this virtual public meeting at the below link:
<https://youtu.be/qfpxsaEJkCo>

This meeting will be a virtual meeting and therefore will not take place in a physical location following regulations made under Section 78 of the Coronavirus Act 2020. A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

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. **ORDER OF COURT OF COMMON COUNCIL**
To receive the Order of the Court of Common Council appointing the Committee dated 16th July 2020.

For Information
(Pages 1 - 2)
4. **ELECTION OF CHAIR**
To elect a Chair in accordance with Standing Order 29.

For Decision
5. **ELECTION OF DEPUTY CHAIRMAN**
To elect a Deputy Chair in accordance with Standing Order 30.

For Decision
6. **MINUTES**
To agree the public minutes of the meeting held on 8th July 2020.

For Decision
(Pages 3 - 10)
7. **JOINT P&R AND ESTABLISHMENT COMMITTEE MEETING MINUTES**
To agree the public minutes of the joint Policy & Resources and Establishment Committee meeting of 20th July 2020.

For Decision
(Pages 11 - 12)
8. **APPOINTMENT OF THE JOINT CONSULTATIVE COMMITTEE**
To appoint four Members, in addition to the Chair, Deputy Chair and representative of the Finance Committee, to the Joint Consultative Committee.

For Decision

9. **APPOINTMENT OF THE SENIOR REMUNERATION SUB COMMITTEE**

To appoint the following Members to the Senior Remuneration Sub-Committee:

- Chair of the Establishment Committee (Chair)
- Chair of the Policy and Resources Committee (Deputy Chair)
- Deputy Chair of the Establishment Committee
- A Deputy Chair of the Policy and Resources Committee
- Chairman of the Finance Committee
- Chairman of the General Purposes Committee of Aldermen
- Up to 3 additional members of the Establishment Committee

For Decision

Strategic Business

10. **INTERIM REPORT ON TACKLING RACISM**

Report of the Town Clerk.

For Decision
(Pages 13 - 48)

11. **TACKLING RACISM TASKFORCE - STAFFING UPDATE**

Report of the Director of Human Resources.

For Information
(Pages 49 - 56)

12. **RETURN TO THE WORKPLACE**

Joint Report of the City Surveyor, the Director of Human Resources and the Director of Information Technology.

To Follow.

For Discussion

13. **BREXIT UPDATE**

The Director of Human Resources to be heard.

For Information

For Formal Decision

14. **BAN THE BOX**

Report of the Director of Human Resources.

For Decision
(Pages 57 - 64)

15. **ANTI BULLYING HARASSMENT POLICY**

Report of the Director of Human Resources.

For Decision
(Pages 65 - 90)

For Information

16. **ANNUAL WORKFORCE PROFILE REPORT 2019-20**

Report of the Director of Human Resources.

For Information
(Pages 91 - 136)

17. **REVENUE OUTTURN 2019-20**

Joint Report of the Town Clerk, the Chamberlain, and the Comptroller & City Solicitor.

For Information
(Pages 137 - 142)

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

19. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**

20. **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

21. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 8th July 2020.

For Decision
(Pages 143 - 144)

22. **FLU VACCINATIONS - COMMUNICATIONS FOR AUTUMN/WINTER**

Report of the Town Clerk.

To Follow.

For Discussion

23. **STAFF CHRISTMAS LUNCHEONS**

Chair to be heard.

For Information

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

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

Part 3 - Confidential Agenda

26. **CONFIDENTIAL MINUTES**
To agree the Confidential minutes of the last meeting held on 8th July 2020.
- For Decision**
27. **JOINT P&R AND ESTABLISHMENT COMMITTEE MEETING CONFIDENTIAL MINUTES**
To agree the confidential minutes of the joint Policy & Resources and Establishment Committee meeting of 20th July 2020.
- For Decision**
- For Formal Decision**
28. **MARKET FORCES SUPPLEMENT (1)**
Report of the Chamberlain.
- For Decision**
29. **MARKET FORCES SUPPLEMENT (2)**
Report of the Town Clerk.
- For Decision**
- For Information**
30. **TOWN CLERK'S UPDATE**
The Town Clerk to be heard.
- For Information**