



## Establishment Committee

**Date:** TUESDAY, 19 APRIL 2016  
**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  
Nigel Challis  
Deputy Billy Dove  
Alderman Peter Estlin  
Deputy Kevin Everett  
Deputy Jamie Ingham Clark  
Jeremy Mayhew  
Wendy Mead  
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 non-public summary of the meeting held on 10 March 2016.  

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

**For Information**  
(Pages 5 - 6)
5. **MINUTES OF THE JOINT CONSULTATIVE COMMITTEE**  
To note the public minutes and non-public summary of the meeting held on 10 March 2016.  

**For Information**  
(Pages 7 - 8)
6. **RESOLUTION FROM FINANCE COMMITTEE**  
To consider a resolution from the meeting of the Finance Committee on 15 March 2016 regarding recruitment.  

**For Information**  
(Pages 9 - 10)
7. **REFRESHING THE PAY AND REWARD STRATEGY FOR THE CITY OF LONDON CORPORATION**  
Report of the Director of Human Resources.  

**For Information**  
(Pages 11 - 16)
8. **TOWN CLERK'S BUSINESS PLAN 2016/17**  
Report of the Town Clerk.  

**For Decision**  
(Pages 17 - 40)
9. **COMPTROLLER AND CITY SOLICITOR'S BUSINESS PLAN 2016/17**  
Report of the Comptroller and City Solicitor.  

**For Decision**  
(Pages 41 - 58)
10. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

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

13. **NON-PUBLIC MINUTES**  
To agree the non-public minutes of the meeting held on 10 March 2016.  
**For Decision**  
(Pages 59 - 62)
14. **OUTSTANDING ACTIONS REPORT**  
Report of the Town Clerk.  
**For Information**  
(Pages 63 - 64)
15. **NON-PUBLIC MINUTES OF THE JOINT CONSULTATIVE COMMITTEE**  
To note the non-public minutes of the meeting held on 10 March 2016.  
**For Information**  
(Pages 65 - 66)
16. **RESOLUTION FROM CORPORATE ASSET SUB-COMMITTEE**  
To consider a resolution from the meeting of the Corporate Asset Sub-Committee on 11 March 2016 regarding recruitment.  
**For Information**  
(Pages 67 - 68)
17. **STAFF RESOURCES IN THE COMPTROLLER AND CITY SOLICITOR'S DEPARTMENT - CONTRACTS AND PROCUREMENT**  
Joint report of the Chamberlain and the Comptroller and City Solicitor.  
**For Information**  
(Pages 69 - 74)
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 10 March 2016.  

**For Decision**
  
21. **DEPARTMENT OF THE BUILT ENVIRONMENT - SENIOR LEADERSHIP TEAM CHANGE PROGRAMME**  
Report of the Director of the Built Environment. This report will also be considered by the Planning and Transportation Committee on 26 April 2016.  

**For Decision**
  
22. **REQUEST FOR MARKET FORCES SUPPLEMENT - CHAMBERLAIN'S DEPARTMENT**  
Report of the Chamberlain.  

**For Decision**
  
23. **TOWN CLERK'S DEPARTMENT - RESTRUCTURE OF A DIVISION**  
Report of the Town Clerk.  

**For Information**