

ESTABLISHMENT COMMITTEE
Wednesday, 9 December 2020

Minutes of the meeting of the Establishment Committee held at Guildhall on
Wednesday, 9 December 2020 at 1.45 pm

Present

Members:

Deputy Edward Lord (Chair)
Tracey Graham (Deputy Chairman)
Randall Anderson
Deputy Keith Bottomley
Alderman Sir Charles Bowman
Karina Dostalova
Sheriff Christopher Hayward
Deputy Jamie Ingham Clark
Jeremy Mayhew
Deputy Elizabeth Rogula

Officers:

John Barradell	- Town Clerk and Chief Executive
Angela Roach	- Assistant Town Clerk
Peter Kane	- The Chamberlain
Michael Cogher	- Comptroller and City Solicitor
Chrissie Morgan	- Director of Human Resources
Janet Fortune	- Town Clerk's Department
Tracey Jansen	- Human Resources
Marion Afoakwa	-
Vincent Dignam	- Business Improvement & Performance Manager
Tim Fletcher	-
Chris Oldham	-
Caroline Reeve	- Corporate HR
Kate Smith	- Town Clerk's Department
Justin Tyas	-
Grace Rawnsley	- Community Education Officer

1. APOLOGIES

Apologies for absence were received from Henry Colthurst, Stephen Haines, Sylvia Moys, and Ruby Sayed.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations of interest.

3. **EXCLUSION OF THE PUBLIC**
RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.
4. **CONFIDENTIAL MINUTES**
The confidential minutes of the meeting held on 29th October 2020 were approved.
5. **PAY AWARD 2021-2022**
The Committee considered an oral update concerning the Pay Award for 2021-2022.
6. **DRAFT DEPARTMENTAL SAVINGS PROPOSALS**
The Committee received an oral Update of the Comptroller & City Solicitor, the Town Clerk and the Director of Human Resources concerning the draft departmental savings proposals.
7. **COVID PAYMENTS**
The Committee considered a Report of the Director of Human Resources concerning Covid related recognition payments to staff.
8. **FLEXIBLE RETIREMENT**
The Committee considered a Report of the Director of Human Resources concerning flexible retirement.
9. **OPERATION OF THE SCHEME OF DELEGATIONS - APRIL 2020 – SEPTEMBER 2020 - CONFIDENTIAL APPENDIX**
The Committee received a confidential appendix to the Operation of the Scheme of Delegations for April 2020 – September 2020 (ITEM 21 on today's agenda)
10. **TOWN CLERK'S UPDATE**
The Town Clerk provided some brief remarks.
11. **NON-PUBLIC MINUTES**
The non-public minutes of the meeting held on 29th October were approved.
12. **REDUNDANCY AND REDEPLOYMENT POLICIES**
The Committee considered a Report of the Town Clerk concerning Redundancy and Redeployment Policies.
13. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There was one question.

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

There were no items of urgent business.

15. **MINUTES**

RESOLVED – That the public minutes of the meeting held on 29th October be approved as an accurate record.

16. **BREXIT UPDATE**

The Director of Human Resources informed Members that she had no further update to make at this time.

17. **CORPORATE TRANSPORT POLICY (RE-DRAFT)**

The Committee considered a joint Report of the Director of Human Resources and the Director of the Built Environment.

RESOLVED – that the Committee approved the revised Corporate Transport Policy (Health and Safety)

18. **FIXED TERMS FOR INDEPENDENT PERSONS**

The Committee considered a Report of the Comptroller & City Solicitor concerning Independent Persons.

RESOLVED – that the Committee approved the following:

To endorse a fixed term of office of two years, renewable twice, for the City Corporation's Independent Persons, and the necessary transitional arrangements as set out in this report, so that a recommendation can be made from the Standards Committee to the Court of Common Council on that basis.

19. **GENDER, ETHNICITY AND DISABILITY PAY GAPS**

This Report was withdrawn and will be resubmitted to the next Establishment Committee meeting in January 2021.

20. **SOCIAL MOBILITY EMPLOYER INDEX**

The Committee received an oral update of the Town Clerk concerning the Social Mobility Employer Index.

In response to a query, the Town Clerk confirmed that since last year the Corporation had moved from 56th to 50th on the Social Mobility Index.

A full Report will be submitted to the next meeting of the Establishment Committee in January 2021.

RESOLVED – that the Committee noted the update.

21. **OPERATION OF THE SCHEME OF DELEGATIONS - APRIL 2020 – SEPTEMBER 2020**

The Committee received a Report of the Director of Human Resources concerning the operation of the Scheme of Delegations from April 2020 – September 2020.

RESOLVED – that the Committee noted the Report.

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

There were no questions.

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

There were no urgent items.

The meeting ended at 3.23 pm

Chairman

Contact

tel. no.: 020 7332 1407

john.cater@cityoflondon.gov.uk

Officer:

John

Cater