



Establishment Committee – annotated agenda as at 6pm 02/12

Date: FRIDAY, 3 DECEMBER 2021
Time: 1.45 pm
Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

1. APOLOGIES

Henry C

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

3. MINUTES

To agree the public minutes of the meetings held on 15th October and 16th November.

16th November meeting Minutes to follow

4. OUTSTANDING ACTIONS - PUBLIC

Report of the Town Clerk.

For Formal Decision

5. 2022/23 PAY POLICY STATEMENT

Report of the Executive Director of Human Resources.

6. CLS PILOT EXTENSION: PROCUREMENT & PROJECTS

Report of the Target Operating Model Programme Director.

For Information

**7. SECURING TARGET OPERATING MODEL SAVINGS: 2021/22 PROGRESS,
UPDATE**

Report of the Chamberlain.

8. **EQUALITIES, DIVERSITY AND INCLUSION UPDATE**

Report of the Head of Equalities, Diversity and Inclusion.

To Follow.

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

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

10a - Return to the Workplace – the Chief Operating Officer to be heard.

10b - Costs of Maternity, Paternity, Shared Parental, and Adoption Leave
Report of the Chief Operating Officer

11. **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.

Part 2 - Non-Public Agenda

12. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meetings held on 15th October and 16th November.

16th November meeting Minutes to follow

13. **OUTSTANDING ACTIONS - NON-PUBLIC**

Report of the Town Clerk.

14. **TARGET OPERATING MODEL - UPDATE ON PROGRESS**

Report of the Target Operating Model Programme Director.

15. **TOM AND GOVERNANCE REVIEW: CITY OF LONDON INDEPENDENT SCHOOLS**

Joint Report of the Head of the City of London Freeman's School, Head of the City of London School, Head of the City of London School for Girls, and Town Clerk and Chief Executive.

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

17. **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

18. **CONFIDENTIAL MINUTES**

To agree the confidential minutes of the meetings held on 15th October and 16th November.

16th November meeting Minutes to follow

19. **OUTSTANDING ACTIONS - CONFIDENTIAL**

Report of the Town Clerk.

For Formal Decision

20. **EQUALITY, INCLUSION AND DIVERSITY - TOM PROPOSALS**

Report of the Chief Operating Officer.

To Follow.

21. **HONORARIUM REQUEST**

Report of the Town Clerk and Chief Executive.

To Follow.

22. **RECRUITMENT PROCESS FOR THE EXECUTIVE DIRECTOR HUMAN RESOURCES AND DEPUTY TOWN CLERK ROLES**

The Chair and the Deputy Chair to be heard.

- a) Senior Officer Recruitment - Deputy Town Clerk & Chief Executive (Pages 157 - 162)

Report of the Town Clerk.

For Information

- b) Senior Officer Recruitment - Executive Director of Human Resources (Pages 163 - 166)

Report of the Chief Operating Officer.

23. **JCC - UPDATE**

The Chair to be heard.

24. **TOWN CLERK'S UPDATE**

The Town Clerk to be heard.

Item received too late for circulation in conjunction with the Agenda.

John Barradell
Town Clerk and Chief Executive