



Establishment Committee

Date: TUESDAY, 16 NOVEMBER 2021
Time: 1.45 pm
Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members:

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

Enquiries: Lorraine Brook
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Lunch will be served in Guildhall Club at 1pm, where it is requested not less than 48 hours before the meeting

Accessing the virtual public meeting

Members of the public can observe this virtual public meeting at the below link:
<https://youtu.be/d8NfM6gvbxk>

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**

For Formal Decision

3. **MEMBER/OFFICER CHARTER**

A joint report of the Town Clerk and Chief Executive and the Comptroller and City Solicitor relative to the adoption of the Member/Officer Charter.

For Decision
(Pages 5 - 24)

4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
5. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**
6. **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

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

8. **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

For Formal Decision

9. **PROPOSALS FOR THE ORGANISATIONAL DESIGN OF THE DEPARTMENT OF THE DEPUTY TOWN CLERK AND CHIEF EXECUTIVE**

A report of the Deputy Town Clerk and Chief Executive relative to proposals for the organisational design of the department of the Deputy Town Clerk and Chief Executive.

Please note that Appendix B is TO FOLLOW.

For Decision
(Pages 25 - 88)

10. **CITY OF LONDON FREEMEN'S SCHOOL ORGANISATION DESIGN**

A report of the Headmaster, City of London Freemen's School.

For Decision
(Pages 89 - 104)

11. **CHAMBERLAIN'S DEPARTMENT ORGANISATION DESIGN**

A report of the Chamberlain.

For Decision
(Pages 105 - 150)

For Information

12. **TOM REVIEW: PILOT PROJECT AT THE THREE CITY OF LONDON SCHOOLS**

A report of the Bursar of the City of London School.

For Information
(Pages 151 - 160)