



Corporate Services Committee

Date: WEDNESDAY, 12 JULY 2023
Time: 1.45 pm
Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members:

Deputy Alastair Moss (Chairman)	Alderman Dame Susan Langley, DBE
Florence Keelson-Anfu (Deputy Chairman)	Gregory Lawrence
Deputy Randall Anderson	Deputy Edward Lord
Deputy Keith Bottomley	Catherine McGuinness
Alderman Sir Charles Bowman	Timothy James McNally
Deputy Henry Colthurst	Tom Sleigh
Anthony David Fitzpatrick	Mandeep Thandi
Steve Goodman	James Tumbridge
Deputy Christopher Hayward	Deputy Philip Woodhouse

Enquiries: Matthew Stickley, Governance and Member Services Manager
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Accessing the virtual public meeting

Members of the public can observe all virtual public meetings of the City of London Corporation by following the below link:

<https://www.youtube.com/@CityofLondonCorporation/streams>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one civic 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.

Whilst we endeavour to livestream all of our public meetings, this is not always possible due to technical difficulties. In these instances, if possible, a recording will be uploaded following the end of the meeting.

Ian Thomas CBE
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 summary of the meeting held on 31 May 2023.

For Decision
(Pages 5 - 10)

4. **CORPORATE SERVICES COMMITTEE FORWARD PLAN**

Report of the Town Clerk and Chief Operating Officer.

For Information
(Pages 11 - 12)

5. **REWARD REFRESH PROGRAMME**

Report of the Chief Operating Officer.

For Decision
(Pages 13 - 18)

6. **WORKPLACE ATTENDANCE UPDATE REPORT**

Report of the Chief Operating Officer.

For Decision
(Pages 19 - 78)

7. **HR ANNUAL WORKFORCE REPORT 2021-22**

Report of the Chief Operating Officer.

For Information
(Pages 79 - 130)

8. **HR ANNUAL WORKFORCE REPORT 2022-23**
Report of the Chief Operating Officer.

For Information
(Pages 131 - 202)
9. **BUSINESS PLAN 2023-24 UPDATE - DEPARTMENT OF THE CHIEF OPERATING OFFICER**
Report of the Chief Operating Officer.

For Information
(Pages 203 - 214)
10. **APPRAISAL DATA AND NEXT STEPS**
Report of the Chief Operating Officer.

For Information
(Pages 215 - 220)
11. **CENTRALLY MANAGED MANDATORY TRAINING**
Report of the Chief Operating Officer.

For Information
(Pages 221 - 228)
12. **HEALTH AND SAFETY UPDATE**
Report of the Chief Operating Officer.

For Information
(Pages 229 - 246)
13. **BAN THE BOX IMPLEMENTATION TIMELINE**
Report of the Chief Operating Officer.

For Information
(Pages 247 - 252)
14. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
15. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**

16. **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

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

18. **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

19. **CONFIDENTIAL MINUTES**

To agree the confidential minutes of the last meeting held on 31 May 2023.

For Decision

20. **REPORT OF ACTION TAKEN**

Report of the Town Clerk.

For Information

21. **CITY OF LONDON POLICE CORPORATE SERVICES**

Report of the Chief Operating Officer.

For Information

22. **STAFFING UPDATE**

Report of the Chief Operating Officer.

For Information
(Verbal Report)