



## Corporate Services Committee

**Date:** WEDNESDAY, 10 JANUARY 2024

**Time:** 1.45 pm

**Venue:** COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

**Members:**

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

**Enquiries:** Polly Dunn  
Polly.Dunn@cityoflondon.gov.uk

### 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

NB: Certain items presented for information have been marked \* and will be taken without discussion, unless the Committee Clerk has been informed that a Member has questions or comments prior to the start of the meeting. These for information items have been collated into a supplementary agenda pack and circulated separately.

## 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 29 November 2023.

**For Decision**  
(Pages 5 - 10)

4. **\*MINUTES OF THE JOINT CONSULTATIVE COMMITTEE**

To note the minutes of the meeting held on 28 November 2023.

**For Information**

5. **ANNUAL REVIEW OF TERMS OF REFERENCE**

Report of the Town Clerk.

**For Decision**  
(Pages 11 - 16)

6. **DRAFT PEOPLE STRATEGY**

Report of the Chief People Officer and Executive Director of Human Resources.

**For Decision**  
(Pages 17 - 62)

7. **DEPARTMENTAL BUDGET ESTIMATES 2024-25 – CORPORATE SERVICES COMMITTEE**

Joint report of the Town Clerk, Chief Strategy Officer, Comptroller & City Solicitor and Chamberlain.

**For Decision**  
(Pages 63 - 72)

8. **DRAFT HIGH-LEVEL BUSINESS PLAN 2024/25 - CORPORATE STRATEGY AND PERFORMANCE TEAM**  
Report of the Chief Strategy Officer.

**For Decision**  
(Pages 73 - 84)

9. **DRAFT HIGH-LEVEL BUSINESS PLAN 2024/25 – TOWN CLERK’S DEPARTMENT**  
Report of the Town Clerk.

**For Decision**  
(Pages 85 - 104)

10. **HEALTH & SAFETY UPDATES**  
Report of the Town Clerk.

*NB – to be read in conjunction with non-public appendices at Item 16.*

**For Discussion**  
(Pages 105 - 112)

11. **\*FORWARD PLAN**  
Joint report of the Chief People Officer & Executive Director of Human Resources and Town Clerk.

**For Information**

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

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

14. **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**

15. **NON-PUBLIC MINUTES**  
To agree the non-public minutes of the meeting held on 29 November 2023.

**For Decision**  
(Pages 113 - 114)

16. **NON-PUBLIC APPENDICES - HEALTH & SAFETY UPDATE**  
Report of the Town Clerk.

*NB – to be read in conjunction with the public report at Item 10.*

**For Discussion**  
(Pages 115 - 156)

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 29 November 2023.

**For Decision**