



## Corporate Services Committee

**Date:** WEDNESDAY, 11 SEPTEMBER 2024  
**Time:** 1.45 pm  
**Venue:** COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

**Members:**

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

**Enquiries:** John Cater  
John.Cater@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

## 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 non-public summary of the meeting held on Wednesday, 3 July 2024.

**For Decision**  
(Pages 7 - 12)

### For Formal Decision

4. **WORKPLACE ATTENDANCE**

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

**For Decision**  
(Pages 13 - 24)

### For Information

5. **REVENUE OUTTURN 2023-24**

Joint Report of the Deputy Town Clerk, the Chief Strategy Officer, the Comptroller & City Solicitor, the Executive Director of Human Resources & Chief People Officer, and the Chamberlain.

**For Information**  
(Pages 25 - 32)

6. **ENTERPRISE RESOURCE PLANNING (ERP) PROGRAMME UPDATE**

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

**For Information**  
(Pages 33 - 36)

7. **UPDATE ON MANDATORY TRAINING**

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

**For Information**  
(Pages 37 - 46)

8. **UPDATE ON WELLBEING AND BELONGING WORKSTREAM INITIAL ACTIVITIES**

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

**For Information**  
(Pages 47 - 74)

9. **COMMITTEE'S FORWARD PLAN**

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

**For Information**  
(Pages 75 - 76)

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

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

12. **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**

13. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on Wednesday, 3 July 2024.

**For Decision**  
(Pages 77 - 78)

14. **AMBITION 25**

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

**For Decision**  
(Pages 79 - 88)

15. **DELIVERING THE PEOPLE STRATEGY PROGRAMME PROCUREMENT**

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

**For Decision**  
(Pages 89 - 96)

16. **SAFETY 365 HEALTH & SAFETY ASSURANCE UPDATE**

Report of the Deputy Town Clerk.

**For Decision**  
(Pages 97 - 124)

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 Wednesday, 3<sup>rd</sup> July 2024.

**For Decision**

**For Formal Decision**

20. **BARBICAN ESTATE OFFICE**

Report of the Executive Director of Community and Children's Services

**For Decision**

21. **REAL ESTATE INVESTMENT STRATEGY**

Report of the City Surveyor.

**For Decision**

22. **RECRUITMENT OF ASSISTANT TOWN CLERK**

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

**For Decision**

**For Information**

23. **MANAGED SERVICE TEMPORARY AGENCY RESOURCE -PROCUREMENT  
STAGE 2 AWARD**

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

**For Information**

24. **ANNEX TO ITEM 4 (WORKPLACE ATTENDANCE)**

**For Information**

25. **TOWN CLERK'S UPDATE**

The Town Clerk to be heard.

**For Information**