

CORPORATE SERVICES COMMITTEE
Wednesday, 10 September 2025

Minutes of the meeting of the Corporate Services Committee held at Guildhall
on Wednesday, 10 September 2025 at 1.45 pm

Present

Members:

Florence Keelson-Anfu (Chair)
Simon Burrows
Deputy Henry Colthurst
Steve Goodman OBE
Deputy Christopher Hayward
Adam Hogg
Gregory Lawrence
Charles Edward Lord, OBE JP
Alderman Professor Michael Mainelli
Deputy Alastair Moss
David Sales

In Attendance (Observing online):

James Tumbridge
Benjamin Murphy

Officers:

Ian Thomas CBE
Gregory Moore
Polly Dunn

Mike Hill
Christopher Rumbles
Oli Sanandres
Lisa Ward
Cliff Morton

Tom Kennedy
Rachel Mackay
Sarah Martin
Michael Cogher
Caroline Al-Beyerty
Simon Gray
Sonia Virdee
Genine Whitehorn
Peter Young
Theresa Grant

- Town Clerk & Chief Executive
- Deputy Town Clerk
- Assistant Town Clerk and Executive Director of Governance and Member Services
- Town Clerk's Department
- Town Clerk's Department
- Town Clerk's Department
- Town Clerk's Department
- Executive Director of Human Resources and Chief People Officer
- People and HR Department
- People and HR Department
- People and HR Department
- Comptroller and City Solicitor
- Chamberlain
- Chamberlain's Department
- Chamberlain's Department
- Chamberlain's Department
- City Surveyor's Department
- Assistant Senior Responsible Officer, Ambition 25

Public Agenda – Part 1

1. **APOLOGIES**

Apologies for absence were received from Anthony Fitzpatrick, Sandra Jenner, Sir Charles Bowman, Stephen Hodgson and Mandeep Thandi.

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

There were no declarations of interest.

3. **MINUTES**

a) Resolved, that the public minutes and non-public summary of the Corporate Services Committee meeting on 18 June 2025 were approved as an accurate record.

b) The draft public minutes of the Joint Consultative Committee meeting on 12 June 2025 were noted.

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

A Member, also Chairman of the Digital Services Committee, took the opportunity to highlight the importance of keeping Members properly informed regarding ongoing digital initiatives within the Corporation, particularly in relation to HR. It was agreed to maintain open dialogue through provision of regular updates.

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

There were two additional items of business to consider as follows:

Programme Sapphire (ERP) Update Report (Late circulated item)

The Committee received a report of the Chamberlain providing an update on Programme Sapphire.

RESOLVED: That Members: -

- Received the report and noted its content.

Corporate Services Committee Awayday

The Chair referred to a proposal for a Corporate Services Committee awayday as an item of additional business.

An awayday was proposed as an opportunity to reflect on the Committee's effectiveness and ways to improve it. A Member noted that, whilst Corporate Services Committee's terms of reference included approving and promulgating HR policies, there was currently no explicit reference to scrutinising departmental effectiveness. An awayday would provide an opportunity for Members to discuss how the Committee could be more effective in this regard. Members were supportive of the proposal for an awayday.

6. **EXCLUSION OF THE PUBLIC**

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

Non-Public Agenda – Part 2

7. **NON-PUBLIC MINUTES**

a) Resolved, that the non-public minutes of the Corporate Services Committee meeting on 18 June 2025 were approved as an accurate record.

b) The draft non-public minutes of the Joint Consultative Committee meeting on 12 June 2025 were noted.

8. **HEALTH & SAFETY UPDATE**

The Committee received a report of the Deputy Town Clerk providing an update on advancements in health and safety management practices since January 2024.

9. **WAIVER REPORT FOR HUMAN APPLICATIONS LTD**

The Committee considered a report of the Deputy Town Clerk relating to a non-compliant procurement waiver for a contract with Human Applications Ltd.

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

There were no questions.

11. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

The following item of urgent business was raised:–

Markets Regeneration Programme Resourcing

Confidential Agenda – Part 3

12. **CONFIDENTIAL MINUTES**

a. The confidential minutes of the Corporate Services Committee meeting on 18 June 2025 were approved as an accurate record.

a. The draft confidential minutes of the Joint Consultative Committee meeting on 12 June 2025 were noted.

13. **CITY SURVEYOR'S DEPARTMENT - DEPARTMENTAL PERFORMANCE & SERVICES TEAM RESTRUCTURE**

The Committee considered a report of the City Surveyor relating to a Departmental Performance & Services Team restructure.

14. **AMBITION 25**

The Committee considered a report of the Town Clerk providing an update on Ambition 25.

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At this point in the meeting, in accordance with Standing Order 39, the Committee agreed to extend the meeting.

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Any other business that the Chair considers urgent and which the Committee agrees should be considered whilst the Public are excluded

The Committee considered an additional item of confidential business as follows:

Pay Award 2025 / 26

Chairman

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