



## Corporate Services Committee

**Date:** WEDNESDAY, 21 JANUARY 2026  
**Time:** 1.45 pm  
**Venue:** COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

**Members:**

Florence Keelson-Anfu (Chair)	Sandra Jenner
Anthony David Fitzpatrick (Deputy Chair)	Gregory Lawrence
Alderman Sir Charles Bowman	Charles Edward Lord, OBE JP
Simon Burrows	Alderman Professor Michael Mainelli
Deputy Henry Colthurst	Deputy Alastair Moss
Steve Goodman OBE	David Sales
Deputy Christopher Hayward	Mandeep Thandi
Stephen Hodgson	James Tumbridge
Adam Hogg	Philip Woodhouse

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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 Corporate Service Committee meeting held on 3 December 2025.

**For Decision**  
(Pages 5 - 8)

4. **2026/27 PAY POLICY STATEMENT**

Report of the Executive Director of HR and Chief People Officer.

**For Decision**  
(Pages 9 - 28)

5. **DEPARTMENTAL BUDGET ESTIMATES 2026-27 - CORPORATE SERVICES COMMITTEE**

Joint report of the Town Clerk, Deputy Town Clerk, Comptroller and City Solicitor, Chief People Officer and Chamberlain.

**For Decision**  
(Pages 29 - 36)

6. **ANNUAL TERMS OF REFERENCE REVIEW**

Report of the Deputy Town Clerk.

**For Information**  
(Pages 37 - 42)

7. **PEOPLE & HR RISK MANAGEMENT UPDATE**

Report of the Executive Director of HR and Chief People Officer.

**For Information**  
(Pages 43 - 80)

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

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

10. **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**

11. **RISK APPETITE AGREEMENT CR09 HEALTH, SAFETY AND FIRE RISK MANAGEMENT SYSTEM**

Report of the Deputy Town Clerk.

**For Decision**  
(Pages 81 - 86)

12. **PROGRAMME SAPPHIRE (ERP) UPDATE REPORT - JANUARY 2026**

Report of the Chamberlain.

**For Information**  
(Pages 87 - 98)

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

14. **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**

15. **CONFIDENTIAL MINUTES**

To agree the Confidential minutes of the last Corporate Services Committee meeting held on 3 December 2025.

**For Decision**

16. **AMBITION 25**

Executive Director of HR and Chief People Officer to be heard.

17. **TOWN CLERK'S UPDATE**

Town Clerk to be heard.