

## Civic Affairs Sub : Work Programme 2022

<u>Work Area</u>	<u>Agreed position</u>	<u>Update</u>
<b>Parental Arrangements for Members (17.05.22)</b>	<ul style="list-style-type: none"> <li>Town Clerk to consider further and report back at an appropriate point on what additional parental provision can be provided to Members.</li> </ul>	Work has taken place look at what parental provision is already in place and what additional support can potentially be provided through existing schemes. Contact has been made with Local Authorities and the Local Government Association looking at parental provision provided across local government and considering best practice in this regard. An update will follow to Civic Affairs Sub-Committee following conclusion of the review.
<b>Members' Workspace Requirements (17.05.22)</b>	<ul style="list-style-type: none"> <li>Town Clerk and City Surveyor to proceed with developing the option of providing additional facilities on the mezzanine level of the West Wing.</li> </ul>	Work has taken place to identify prospective options for the provision of Members' facilities in the West Wing mezzanine space. Report on agenda at Civic Affairs Sub-Committee on 18.07.22.
<b>Members' Bedrooms (17.05.22)</b>	<ul style="list-style-type: none"> <li>Town Clerk to draw up and agree proposals for discretionary use of the Members' Bedrooms.</li> </ul>	An appropriate form of wording is to be added to the Members' Bedroom Policy around discretionary use and approval sought under delegated authority. This will be progressed and finalised during the upcoming summer recess period.
<b>Members' Administrative Support (17.05.22)</b>	<ul style="list-style-type: none"> <li>Town Clerk to report back with recommendations and proposals for consideration relating to administrative support for Members.</li> </ul>	Resources for an additional 0.5 FTE post have now been secured; however, given general funding pressures and restrictions on growth bids, work remains ongoing to identify whether budgetary provision can be identified in respect of the remaining 0.5 FTE required. If and when additional funding is identified, the Sub-Committee will be asked to consider whether the post should be used to enhance support and resilience for the existing individuals in receipt of support, or whether to extend the pool of supported individuals.
<b>Members' Transportation Arrangements (17.05.22)</b>	<ul style="list-style-type: none"> <li>Town Clerk to arrange a review of the Members' Transportation Policy and Member aspects of the Business Travel Scheme looking at appropriate linkages across the organisation and reporting back.</li> </ul>	The Town Clerk agreed to review Member's Business Travel Scheme and Transportation Policies. This work has commenced and an report is on the Civic Affairs Sub-Committee agenda on 18.07.25 setting out the latest position.
<b>Review of the Members' Financial Assistance Scheme and Options for Phase 2 (17.05.22)</b>	<ul style="list-style-type: none"> <li>London Councils Independent Remuneration Panel to be invited to review options for introducing Special Responsibility Allowances at the City Corporation.</li> </ul>	Contact has with made London Councils Independent Remuneration Panel. A response is now awaited from The Panel with indication of time scales for a review and estimated costs
<b>Court of Common Council – Arrangements for Members (17.05.22)</b>	<ul style="list-style-type: none"> <li>Town Clerk and City Surveyor to review options for additional space requirements in Court of Common Council meetings.</li> </ul>	Options to be explored over the summer recess period and report back.
<b>Members Code of Conduct – Complaints Procedure and Ancillary Matters from the Panel of Independent Persons (17.05.22)</b>	<ul style="list-style-type: none"> <li>Chair and Comptroller to feed back to the Independent Persons Panel Members' views of a need to include informal resolution as the first part of the complaints process, talk through and agree how this can be taken forward and report back.</li> </ul>	Contact has been made with the Independent Panel. Comptroller to update Member on the latest position at Civic Affairs Sub-Committee on 18.07.22.
<b>New Member Induction Feedback</b>	<ul style="list-style-type: none"> <li>Formal report to follow conclusion of the New Member Induction Programme providing feedback.</li> </ul>	Detailed update to follow at the conclusion of the induction period.

<b>Members' Training</b>	<ul style="list-style-type: none"> <li>Town Clerk to consider the current provision of Members' training including budgetary requirements.</li> </ul>	Update include within report on Civic Affairs Sub-Committee agenda on 18.07.22
<b>Benefices</b>	<ul style="list-style-type: none"> <li>Contact to be made with Members seeking nominations to act as City Corporation link with benefices.</li> </ul>	Chair has reached out to Members seeking nominations. Update to be provided at Civic Affairs Sub-Committee on 18.08.25
<b>Review of Committee Hospitality</b>	<ul style="list-style-type: none"> <li>Remembrancer to consider current hospitality arrangements including budget provision and report back.</li> </ul>	Report on Civic Affairs Sub-Committee agenda 18.07.22