

CORPORATE SERVICES COMMITTEE
Wednesday, 31 May 2023

Minutes of the meeting of the Corporate Services Committee held at Guildhall on
Wednesday, 31 May 2023 at 11.00 am

Present

Members:

Deputy Alastair Moss (Chair)
Florence Keelson-Anfu (Deputy Chairman)
Deputy Randall Anderson
Deputy Keith Bottomley
Steve Goodman OBE
Deputy Christopher Hayward
Gregory Lawrence
Deputy Edward Lord
Catherine McGuinness

Officers:

Ian Thomas	- Town Clerk and Chief Executive
Matthew Stickley	- Town Clerk's Dept.
Caroline Al-Beyerty	- Chamberlain
Emma Moore	- Chief Operating Officer
Michael Cogher	- City Solicitor & Comptroller
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With Gregory Lawrence in the chair

1. APOLOGIES

Apologies for absence were received from Alderman Sir Charles Bowman, Ruby Sayed, Mandeep Thandi, Henry Colthurst, and James Tumbridge.

Apologies for lateness were received from Florence Keelson-Anfu and Catherine McGuinness.

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

There were no declarations of interest.

3. ORDER OF THE COURT OF COMMON COUNCIL

The Committee received an Order of the Court of Common Council dated 27 April 2023.

4. ELECTION OF A CHAIRMAN

Deputy Alastair Moss, being the only Member expressing their willingness to serve, was duly elected Chairman for the ensuing year. The Chairman took the opportunity to thank Members for their continued support in re-electing him, welcomed new Members to the committee, and also conveyed his thanks to those who had previously served on the committee.

The Chairman notified the committee that he had reordered the agenda such that item 16 would be taken in confidential session after item 22 on the published agenda.

5. ELECTION OF A DEPUTY CHAIRMAN

Florence Keelson-Anfu, being the only Member expressing their willingness to serve, was duly elected Deputy Chairman for the ensuing year. The Deputy Chairman thanked Members for their continued support in re-electing her.

6.1 Minutes of the previous meeting

RESOLVED – That the public minutes of the meeting held on 1 March 2023 be approved as an accurate record.

6.2 Minutes of the previous meeting

RESOLVED – That the public minutes of the previous meeting held on 19 April 2023 be agreed as an accurate record.

7. CORPORATE SERVICES COMMITTEE APPOINTMENTS TO CITY OF LONDON CORPORATION COMMITTEES

The committee received a report of the Town Clerk regarding the appointments, composition, and terms of reference of the committees and bodies to which the Corporate Services Committee has appointing rights.

In discussion, it was proposed that the appointments to any committees which have more expressions of interest than vacancies be delegated to the Town Clerk to allow all members of the Corporate Services Committee, including those joining remotely, to be able to vote on the appointments. This was put to the committee by the Chairman and agreed.

RESOLVED:

1. To note the Finance Committee appointment of Steve Goodman as its representative to the Corporate Services Committee for the 2023-24 civic year, as agreed at its meeting of 16 May 2023.
2. To appoint to the Joint Consultative Committee:
 - a. The Chairman of the Corporate Services Committee.
 - b. The Deputy Chairman of the Corporate Services Committee.
 - c. The Finance Committee representative to the Corporate Services Committee.
 - d. Four other Corporate Services Committee members:
 - i. Deputy Randall Anderson
 - ii. Gregory Lawrence
 - iii. Deputy Charles Edward Lord
 - iv. Deputy Philip Woodhouse

3. To appoint to the Senior Management Joint Consultative Committee:
 - a. The Chairman of the Corporate Services Committee.
 - b. The Deputy Chairman of the Corporate Services Committee.
 - c. The Finance Committee representative to the Corporate Services Committee.
 - d. Four other Corporate Services Committee members:
 - i. Deputy Randall Anderson
 - ii. Gregory Lawrence
 - iii. Deputy Charles Edward Lord
 - iv. Deputy Philip Woodhouse
4. To appoint to the Equality, Diversity & Inclusion Sub Committee:
 - a. The Deputy Chairman of the Corporate Services Committee.
5. To delegate authority to the Town Clerk to appoint two other members of the Corporate Services Committee as members of the Equality, Diversity & Inclusion Sub Committee, to be determined through a vote shared with all members of the Corporate Services Committee following the meeting.
6. To appoint to the Member Development and Standards Sub-Committee:
 - a. Any two other members of the Corporate Services Committee:
 - i. Florence Keelson-Anfu
 - ii. Deputy Charles Edward Lord
7. To agree that the establishment, functions and memberships of the Senior Remuneration Sub-Committee and Senior Management Joint Consultative Committee are reviewed in autumn 2023 as part of the wider annual review of the committee's terms of reference.
8. To establish the Senior Remuneration Sub-Committee as a sub-committee of the Corporate Services Committee for the remainder of the 2023-24 civic year.
9. To appoint to the Senior Remuneration Sub-Committee:
 - a. Chairman of the Corporate Services Committee (Chairman).
 - b. Chairman of the Policy and Resources Committee (Deputy Chairman).
 - c. Deputy Chairman of the Corporate Services Committee.
 - d. Deputy Chairman of the Policy and Resources Committee.
 - e. Chairman of the Finance Committee.
 - f. Chairman of the General Purposes Committee of Aldermen.
 - g. Deputy Randall Anderson
 - h. Deputy Charles Edward Lord
 - i. Deputy Philip Woodhouse
10. To agree that when the Senior Remuneration Sub-Committee meets to undertake the functions of the Senior Management Joint Consultative Committee that its membership shall be as is set out in the Order of the Court of Common Council dated 27 April 2023.

8. **CORPORATE SERVICES COMMITTEE FORWARD PLAN**

As the Forward Plan had been submitted late, the Chairman proposed that the committee not consider the item. This was put to the committee and agreed.

9. **GENDER, ETHNICITY AND DISABILITY PAY GAPS WITH EQUALITY AND INCLUSION UPDATE (MARCH 2022 SNAPSHOT)**

The committee received a report of the Chief Operating Officer.

The committee discussed the calculation of averages within the paper, the use of anonymised recruitment and the risk that this did not address the cultural issues which may prevent fair and equal recruitment practices, and the prospect of further investigation of the data through future reports.

RESOLVED: to note the report.

10. **BAN THE BOX CAMPAIGN UPDATE**

The committee received a report of the Chief Operating Officer.

The committee expressed its concern that its previous decision to implement the practices of the Ban The Box campaign had not been effect and the importance of supporting young people into work placements.

An amendment to the recommendation was moved by Florence Keelson-Anfu and seconded by Deputy Chris Hayward such that a private session would be held to allow for further discussion of the campaign and its implementation at the City of London Corporation.

RESOLVED: to note the report and agree that a private session for members of the Corporate Services Committee is organised to brief members more fully on the campaign and discuss the City of London Corporation's responses to it; and that invitations to this session be extended to all members the Court of Common Council.

11. **MEMBER GOVERNANCE ENTERPRISE RESOURCE PLANNING (ERP) DELIVERY**

The committee received a report of the Chamberlain.

RESOLVED:

1. To endorse and approve Digital Services Committee as the lead committee for the Enterprise Resource Planning (ERP) solution.
2. To endorse the continuation of the ERP Member Steering Group, comprising of members from each Committee/Board for strategic oversight of the responsibilities undertaken by the ERP Project Board.

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

There were no questions.

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

There were no urgent items.

14. **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.

15. **NON-PUBLIC MINUTES**

RESOLVED: that the non-public minutes of the meetings held on 1 March and 19 April 2023 be approved.

16. **UPDATE ON THE REWARD REFRESH PROGRAMME**

The committee considered a report of the Chief Operating Officer.

RESOLVED: to delegate authority to the Town Clerk to take decisions on behalf of the Corporate Services Committee, subject to members of the committee being invited to provide their comments on the report in the coming days.

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

There were no questions.

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

There were no items of urgent business.

19. **OFFICER ELIGIBILITY FOR ELECTION**

The committee considered a report of the Comptroller and City Solicitor.

RESOLVED: to consider the report and instruct officers to take such further action as the Committee considers appropriate.

20. **BARBICAN CENTRE CREATIVE COLLABORATION DEPARTMENT STRUCTURE**

The committee considered a report of the Barbican Centre CEO.

21. **FINANCIAL SERVICES RECRUITMENT**

The committee considered a report of the Chamberlain.

22. **UPDATE ON PAY NEGOTIATIONS**

The committee considered a report of the Chief Operating Officer.

The meeting ended at 13:48

Chairman

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