

CORPORATE SERVICES COMMITTEE
Wednesday, 19 October 2022

Minutes of the meeting of the Corporate Services Committee held at Guildhall on
Wednesday, 19 October 2022 at 1.45 pm

Present

Members:

Deputy Alastair Moss (Chair)
Deputy Randall Anderson
Deputy Keith Bottomley
Alderman Sir Charles Bowman
Steve Goodman
Alderwoman Susan Langley
Gregory Lawrence
Deputy Edward Lord
Catherine McGuinness
Mandeep Thandi
Deputy Philip Woodhouse

Officers:

Bob Roberts	- Deputy Town Clerk
Michael Cogher	- Comptroller and City Solicitor
Marcelle Moncrieffe	- Executive Director & Chief of People
Caroline Reeve	- Corporate HR
Caroline Jack	- Executive Director, Private Secretary to the Lord Mayor
Caroline Al-Beyerty	- The Chamberlain

1. APOLOGIES

Apologies for absence were received from Florence Keelson-Anfu, Henry Colthurst, Christopher Hayward, James McNally, and Ruby Sayed.

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

There were no declarations of interest.

3. MINUTES

RESOLVED – That the public minutes and non-public summary of the meeting held on 6th September be approved as an accurate record, subject to a clarification that the pilot for non-teaching recruitment at the City of London Freemen's School, alluded to on page 7, was in fact, an opportunity which the School would not be pursuing.

4. **CHANGES TO COMMITTEE'S TERMS OF REFERENCE**

The Committee considered a Report of the Chief Operating Officer concerning changes to the Committee's Terms of Reference.

Officers clarified that the term "industrial relations" had been replaced by "employee relations" to better reflect current terminology concerning relations between employer and employees.

Officers clarified that those staff members employed by the City of London Academy Schools were not directly employed by the City Corporation; this was in contrast to staff at the independent schools who were within the City's employment.

In response to the Deputy Chair's request for the (Member involved) appointment matrix to be included as an appendix to the Committee's Terms of Reference, the former Chair of the Committee pointed out that the matrix, agreed by the Court of Common Council in April 2021, was always intended as a temporary fix to ensure that appointments could be made effectively and expeditiously, it would be a helpful exercise to review the matrix and, within its Terms of Reference, explicitly reference the Committee's responsibilities around overseeing senior recruitment, with wording alluding to the establishment and maintenance of a permanent appointments matrix. The COO would look to revise the wording in section 3B 1 to reflect this and come back to the Committee for approval in due course.

RESOLVED – That the Committee approved the proposed changes to the Terms of Reference of the Corporate Services Committee, as set out in Appendix A.

5. **GUILDHALL RECEPTION & SECURITY SERVICES DELIVERY MODEL**

The Committee considered a Report of the City Surveyor concerning the Guildhall Reception & Security Services Delivery Model.

RESOLVED – that the Committee:

Noted the report and approved the proposals 1 to 3 outlined in the Report.

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

There were no questions.

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

There were no urgent items.

8. **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.

9. **NON-PUBLIC MINUTES**
RESOLVED – That the non-public minutes of the meeting held on 6th September were approved.
10. **WORKPLACE POSTURE**
The Committee considered a Report of the Chief Operating Officer concerning the organisation's workplace attendance arrangements.
11. **REPORT OF ACTION TAKEN - BUSINESS CASE FOR HUMAN RESOURCES TRANSFORMATION**
The Committee received a Report of the Town Clerk concerning an approval of the Town Clerk, in consultation with the Chair and Deputy Chair, involving the justification for an overspend excess of budget, to cover additional costs for the Human Resources (HR) team.
12. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
13. **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.
14. **CONFIDENTIAL MINUTES**
RESOLVED – That the confidential minutes of the meeting held on 6th September were approved.
15. **FOOTMAN SERVICES TO THE LORD MAYOR**
The Committee considered a Report of the Executive Director & Private Secretary to the Lord Mayor.
16. **EMPLOYMENT TRIBUNAL CASES AND SETTLEMENTS**
The Committee considered a Report of the Comptroller & City Solicitor.
17. **TOWN CLERK'S UPDATE**
The Chief Operating Officer updated Members on one matter.

The meeting ended at 2.50 pm

Chair

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