

CORPORATE SERVICES COMMITTEE

Wednesday, 18 October 2023

Minutes of the meeting of the Corporate Services Committee held at Guildhall on
Wednesday, 18 October 2023 at 11.00 am

Present

Members:

Deputy Alastair Moss (Chair)
Deputy Randall Anderson
Alderman Sir Charles Bowman
Anthony Fitzpatrick
Steve Goodman
Gregory Lawrence
Alderwoman & Sheriff Dame Susan Langley
Deputy Charles Edward Lord
Catherine McGuinness
Tim McNally
Mandeep Thandi
James Tumbridge
Deputy Philip Woodhouse

In attendance virtually:

Florence Keelson-Anfu (Deputy Chair)
Ruby Sayed

Officers:

Ian Thomas	- Town Clerk and Chief Executive
Caroline Al-Beyerty	- Chamberlain
Michael Cogher	- Comptroller & City Solicitor
Dionne Corradine	- Chief Strategy Officer
Ali Littlewood	- Interim Chief People Officer & Executive Director of HR
Greg Moore	- Interim Deputy Town Clerk
Bob Roberts	- Interim Executive Director of the Environment
Sonia Virdee	- Financial Services Director
Anna Clarke	- Chief Operating Officer's Department
Matthew Cooper	- Communications & External Affairs
Dionne Doodoo-Williams	- Chief Operating Officer's Department (HR)
Faye Johnstone	- Chief Operating Officer's Department (HR)
Alix Newbold	- City of London Police
Alice Reeves	- Town Clerk's Department
Pauline Shakespeare	- Chief Operating Officer's Department (HR)
Cindy Vallance	- Chief Operating Officer's Department (HR)
Matthew Stickley	- Town Clerk's Department

1. APOLOGIES

Apologies for absence were received from Deputy Keith Bottomley, Deputy Henry Colthurst, Deputy Christopher Hayward, Florence Keelson-Anfu, 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 summary of the meeting held on 6 September 2023 be approved as an accurate record, subject to the following amendments:

- That apologies received from Gregory Lawrence for this meeting be recorded.
- That officers Alison Littlewood and Pauline Shakespeare be recorded as having attended the meeting.

4. **FORWARD PLAN**

The committee received a report of the Chief Operating Officer setting out the Forward Plan for the committee.

RESOLVED – That the report be noted.

5. **REWARD REFRESH**

The Committee received a report of the Chief Operating Officer regarding the Reward Refresh Programme.

Officers confirmed that it was not yet possible to state what the financial implications of changes to staff rewards; these would be known only when the work of the programme had been completed and estimates regarding salary scales for specialist grades had been produced. The Committee noted that, once refined, these estimates were expected to be added to the financial planning process.

Following a request from the Committee, officers agreed that a high-level timeline of the programme be included in appendices for future reports.

RESOLVED – That the report be noted.

6. **TARGET OPERATING MODEL (TOM) - FINAL REPORT**

The committee received a report of the Chief Strategy Officer relating to the Target Operating Model.

RESOLVED – That the report be noted.

7. **APPRAISAL UPDATE**

The Committee received an oral update from the Interim Chief People Officer regarding staff appraisals, with it confirmed that the target of 80% completion (including institutions across the Corporation) and 84% (excluding institutions across the Corporation) had been met.

The Committee noted that the next step with the completion of appraisals would be to scrutinise the quality of those undertaken.

RECEIVED.

8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
9. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**

Senior Remuneration Sub-Committee – Public Minutes

The Committee received the draft public minutes of the last meeting of the Senior Remuneration Sub-Committee, held on 6 September 2023, which had been omitted from the primary agenda pack in error.

Part 2 - Non-Public Agenda

10. **EXCLUSION OF THE PUBLIC**
RESOLVED – 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 1972.
11. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
12. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was no urgent business.

Part 3 - Confidential Agenda

13. **CONFIDENTIAL MINUTES**
The confidential minutes of the last meeting held on 6 September 2023 were approved as a correct record.
14. **CONFIDENTIAL MINUTES OF THE SENIOR REMUNERATION SUB-COMMITTEE**
The draft confidential minutes of the last meeting of the Senior Remuneration Sub-Committee held on 6 September 2023 were noted.

The meeting ended at 11.53am

Chairman

Contact Officer: Greg Moore