

# RESOURCE ALLOCATION SUB (POLICY AND RESOURCES) COMMITTEE

Thursday, 8 May 2014

Minutes of the meeting of the Resource Allocation Sub (Policy and Resources) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 8 May 2014 at 12.00pm

## Present

### Members:

Mark Boleat (Chairman)	Jeremy Mayhew
Roger Chadwick (Deputy Chairman)	Deputy Catherine McGuinness
Deputy John Barker	Deputy Joyce Nash
Deputy Douglas Barrow	Deputy Dr Giles Shilson
Deputy John Bennett	Sir Michael Snyder
Deputy Michael Cassidy	Deputy John Tomlinson
George Gillon	Alderman Alan Yarrow

### Officers:

John Barradell	-	Town Clerk and Chief Executive
Peter Kane	-	Chamberlain
Peter Bennett	-	City Surveyor
Susan Attard	-	Deputy Town Clerk
Caroline Al-Beyerty	-	Financial Services Director
Peter Lisley	-	Assistant Town Clerk
Angela Roach	-	Committee and Member Services Manager
Nigel Lefton	-	Director of Remembrancer Affairs
Neil Davies	-	Head of Corporate Performance and Development
Chris Anderson	-	Chief Technology Officer
Philippa Sewell	-	Committee and Member Services Officer

## 1. APOLOGIES

Apologies were received from Stuart Fraser and Alderman Sir David Wootton.

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

There were no declarations.

## 3. MINUTES

The public minutes of the meeting held on 23 January 2014 were approved.

## 4. MICROSOFT LICENCE AGREEMENT 2014

**RESOLVED** – that the following be approved:

- a) the purchase of a 3-year subscription licence agreement from Microsoft at an estimated total cost of £1,068,000;
- b) an increase to the Chamberlain's budget in 2014-15 of £254,000 to be met from the Finance Committee's Contingencies; the Chamberlain to determine an appropriate methodology for the allocation from each contingency (i.e. City Fund, City's Cash and Bridge House Estates); and

c) base budget increases of £332,000 for 2015/6, £352,000 for 2016/17, £109,000 for 2017/18 and £21,000 for 2018/19 - figures subject to tolerance of 5%.

**5. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

There were no questions.

**6. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was no other business.

**7. 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 likely disclosure of exempt information as defined in Part 1 of Scheduled 12A of the Local Government Act.

**Item Nos.**

8 – 12

**Paragraph(s) in Schedule 12A**

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**8. NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 23 January 2014 were approved.

**9. PROJECT FUNDING UPDATE**

The Sub Committee considered and agreed a report of the Chamberlain concerning Project Funding.

**10. SERVICE BASED REVIEW UPDATE**

The Sub Committee noted a joint report of the Chamberlain and the Deputy Town Clerk which provided an update on the Service Based Review.

**11. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

There were no questions.

**12. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB-COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no items of urgent business.

**The meeting ended at 12.04pm**

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Chairman

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