



Finance Committee

Date: TUESDAY, 20 SEPTEMBER 2016
Time: 1.45 pm
Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members:

Jeremy Mayhew (Chairman)	Clare James
Deputy Roger Chadwick (Deputy Chairman)	Deputy Alastair King
Randall Anderson	Gregory Lawrence
Deputy John Barker	Alderman Professor Michael Mainelli
Nicholas Bensted-Smith	Deputy Robert Merrett
Chris Boden	Deputy Henry Pollard
Nigel Challis	Alderman William Russell
Dominic Christian	James de Sausmarez
Simon Duckworth	Ian Seaton
Deputy Anthony Eskenzi	Deputy Dr Giles Shilson
Alderman Peter Estlin	Sir Michael Snyder
Sophie Anne Fernandes	David Thompson
John Fletcher	Deputy John Tomlinson
Lucy Frew	Philip Woodhouse
Alderman Timothy Hailes	Mark Boleat (Ex-Officio Member)
Deputy Brian Harris	Deputy Catherine McGuinness (Ex-Officio Member)
Christopher Hayward	Andrew McMurtrie (Ex-Officio Member)
Tom Hoffman	Deputy Alastair Moss (Ex-Officio Member)
Wendy Hyde	Member
Deputy Jamie Ingham Clark	Vacancy x1

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Lunch will be served in Guildhall Club at 1PM
NB: Part of this meeting could be the subject of audio or video recording

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES OF THE PREVIOUS MEETING**
To agree the public minutes and non-public summary of the meeting held on 19 July 2016.

For Decision
(Pages 1 - 10)
4. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**
Report of the Town Clerk.

For Information
(Pages 11 - 12)
5. **REPORT ON THE WORK OF THE SUB-COMMITTEES (TO FOLLOW)**
Report of the Town Clerk.

For Information
(To follow)
6. **DRAFT PUBLIC MINUTES OF SUB-COMMITTEES**
To note the draft minutes of the following Sub-Committee meetings:

For Information

 - a) Draft public minutes of the Efficiency and Performance Sub-Committee held on 6 July 2016 (Pages 13 - 18)
 - b) Draft public minutes of the Corporate Asset Sub-Committee held on 19 July 2016 (Pages 19 - 22)
 - c) Draft public minutes of the Finance Grants Oversight and Performance Sub-Committee held on 21 July 2016 (Pages 23 - 28)
7. **DEVOLUTION OF BUSINESS RATES - RESPONSE TO CONSULTATION (TO FOLLOW)**
Report of the Chamberlain.

For Decision
(To follow)
8. **EFFICIENCY PLAN**
Report of the Chamberlain. This report will also be considered by the Policy and Resources Committee on 6 October 2016 and the Court of Common Council on 13 October 2016.

For Decision
(Pages 29 - 36)

9. **FINANCIAL SERVICES DEPARTMENT - QUARTERLY UPDATE**
Report of the Chamberlain.
For Information
(Pages 37 - 42)
10. **RISK MANAGEMENT - MONTHLY REPORT**
Report of the Chamberlain.
For Information
(Pages 43 - 44)
11. **CENTRAL CONTINGENCIES**
Report of the Chamberlain.
For Information
(Pages 45 - 50)
12. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
13. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
14. **EXCLUSION OF THE PUBLIC**
MOTION - 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 Schedule 12A of the Local Government Act.
For Decision
- Part 2 - Non-Public Agenda**
15. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**
To agree the non-public minutes of the meeting held on 19 July 2016.
For Decision
(Pages 51 - 56)
16. **OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS**
Report of the Town Clerk.
For Information
(Pages 57 - 58)
17. **REPORT ON THE WORK OF THE SUB-COMMITTEES - NON-PUBLIC (TO FOLLOW)**
Report of the Town Clerk.
For Information
(To follow)

18. **DRAFT NON-PUBLIC MINUTES OF SUB-COMMITTEES**

To note the draft non-public minutes of the following Sub-Committee meetings:

For Information

- a) Draft non-public minutes of the Efficiency and Performance Sub-Committee held on 6 July 2016 (Pages 59 - 60)
- b) Draft non-public minutes of the Corporate Asset Sub-Committee held on 19 July 2016 (Pages 61 - 66)
- c) Draft non-public minutes of the Finance Grants Oversight and Performance Sub-Committee held on 21 July 2016 (Pages 67 - 68)

19. **BUILDINGS REPAIRS AND MAINTENANCE - PROCUREMENT STAGE 1**

Joint report of the Chamberlain and the City Surveyor.

For Decision
(Pages 69 - 82)

20. **MINOR WORKS INTERIM CONTRACT - CONTRACT AWARD REPORT**

Joint report of the Chamberlain and the Chairman of the Facilities Services Procurement Category Board.

For Decision
(Pages 83 - 88)

21. **NEW SPITALFIELDS MARKET WASTE COLLECTION - PROCUREMENT STAGE 1 REPORT**

Report of the Chamberlain.

For Decision
(Pages 89 - 94)

22. **INFRASTRUCTURE CCTV MAINTENANCE SERVICES PROCUREMENT - STAGE 1**

Report of the Chamberlain.

For Decision
(Pages 95 - 102)

23. **INSURANCE (DECEMBER PROGRAMME) - PROCUREMENT STAGE 2 REPORT**

Report of the Chamberlain.

For Information
(Pages 103 - 106)

24. **PROVISION OF RECRUITMENT ADVERTISING SERVICES AND PUBLIC NOTICE ADVERTISING - PROCUREMENT STAGE 3 REPORT - REQUEST FOR DELEGATED AUTHORITY**

Report of the Chamberlain.

For Decision
(Pages 107 - 110)

25. **FLEET HOUSE / ST. BRIDE'S TAVERN - SURRENDER OF LEASE (CITY FUND)**
Report of the City Surveyor. This report will be considered by the Property Investment Board on 14 September 2016.

For Decision
(Pages 111 - 118)

26. **NON-PUBLIC DECISIONS TAKEN UNDER DELEGATED AUTHORITY AND URGENCY PROCEDURES**
Report of the Town Clerk.

For Information
(Pages 119 - 122)

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

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