

PROCUREMENT SUB (FINANCE) COMMITTEE

Wednesday, 10 July 2019

Minutes of the meeting of the Procurement Sub (Finance) Committee held at the Guildhall EC2 at 1.45 pm

Present

Members:

Deputy Hugh Morris (Chairman)	Deputy Jamie Ingham Clark
Deputy Robert Merrett (Deputy Chairman)	Jeremy Mayhew
Randall Anderson	Susan Pearson
John Fletcher	

Officers:

Christopher Bell	- Chamberlain's Department
Sean Green	- Chamberlain's Department
Antoinette Duhaney	- Town Clerk's Department
Philip Mirabelli	- Comptroller's Department

1. APOLOGIES

Apologies for absence were received from Michael Hudson and William Pimlott.

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

There were no declarations of interest.

3. PUBLIC MINUTES OF THE PREVIOUS MEETING

RESOLVED – That the public minutes of the previous meeting held on 30th May 2019 be approved as a correct record.

4. CITY PROCUREMENT RISK MANAGEMENT - QUARTERLY UPDATE

The Sub-Committee considered a report of the Chamberlain providing an overview of the management of the departmental and service-level risks faced by City Procurement and the action taken to mitigate these risks.

During the course of debate, Members

- Questioned the rationale for CP002 (10 day payment target) being retained as a risk. It was felt that going forward, this should be a Key Performance Indicator (KPI) rather than a risk.
- Raised concerns that there was a lack of ambition in respect of certain areas.
- Requested clarification on CP001 (Brexit risk) and the impact on procurement and supply chains with particular regard to construction.

In response to questions and comments from Members, Officers advised that Service Performance was reviewed monthly against KPIs and progress in some areas had been hampered in part by staffing challenges which were being addressed. Discussions were ongoing regarding the impact of a “Brexit No deal” and officers were keen to have a more robust planning process and a response from the City of London Police in respect of CP003 (VAT loss through purchase card spending) was still outstanding.

RESOLVED - That the report and the actions taken in the City Procurement team to monitor and manage risks arising be noted.

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

In response to a question from a Member on how Social Value was driven by the City of London Corporation, Officers advised that a report on the Responsible Procurement Strategy would be presented to the Sub-Committee’s next meeting. The report would include proposals to establish a Social Value Panel with input from key stakeholders.

RESOLVED - The question and response be noted.

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

There was no urgent 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 items below 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.

8. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**

The non-public minutes of the previous meeting held on 30th May 2019 were approved as a correct record.

9. **STAGE 1 STRATEGY REPORT FOR THE RE-PROCUREMENT OF THE LONDON BOROUGHS' LEGAL ALLIANCE (LBLE) BARRISTERS FRAMEWORK**

The Sub-Committee considered a report of the Chamberlain regarding a recommended procurement strategy and evaluation criteria for a Barristers Framework Agreement.

10. **BUSINESS TRAVEL & ACCOMMODATION SERVICES PROCUREMENT STAGE 2 AWARD REPORT**

The Sub-Committee considered a report of the Chamberlain recommending the award of the Business Travel Services Contract.

11. **COMMERCIAL CONTRACT MANAGEMENT ANNUAL REVIEW 2018/19**

The Sub-Committee considered a report of the Chamberlain reviewing the work of the Commercial Contract Management Team.

12. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE

There were no non-public questions.

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

The Sub-Committee considered one item of urgent business.

14. CONFIDENTIAL MINUTES OF THE PREVIOUS MEETING

The confidential minutes of the previous meeting held on 30th May 2019 were approved as a correct record.

The meeting closed at 2.35 pm

Chairman

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