

PROCUREMENT SUB (FINANCE) COMMITTEE

Monday, 6 July 2020

**Minutes of the meeting of the Procurement Sub (Finance) Committee held
virtually via Microsoft Teams at 1.45 pm**

Present

Members:

Deputy Hugh Morris (Chairman)	Deputy Jamie Ingham Clark
Deputy Robert Merrett (Deputy Chairman)	Jeremy Mayhew
Deputy Roger Chadwick	Susan Pearson
John Fletcher	William Pimlott
Michael Hudson	

Officers:

Alistair MacLellan	- Town Clerk's Department
Polly Dunn	- Town Clerk's Department
Chris Bell	- Chamberlain's Department
Nicholas Richmond-Smith	- Chamberlain's Department
James Rooke	- City Suveryor's Department
Lisa Moore	- Chamberlain's Department
Natalie Evans	- Chamberlain's Department
Ellen Murphy	- Chamberlain's Department
Bukola Soyombo	- Chamberlain's Department
Ola Obadara	- City Surveyor's Department

1. APOLOGIES

There were no apologies.

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

There were no declarations.

3. PUBLIC MINUTES OF THE PREVIOUS MEETING

RESOLVED, that the public minutes and non-public summary of the meeting held on 6 February 2020 be approved.

4. PROCUREMENT SUB-COMMITTEE WORK PROGRAMME - JULY 2020

Members considered a report of the Chamberlain regarding the Procurement Sub-Committee's Work Programme as at July 2020 and the following points were made.

- The Chamberlain noted that the programme would require revision in light of the corporate impact of COVID-19, and that a revised programme would be submitted to the September 2020 meeting. In response to a request, the Chamberlain agreed to ensure that revisions were made

explicit in order to facilitate comparison between the former and revised work programmes.

RESOLVED, that the report be received.

5. **CITY PROCUREMENT QUARTERLY PROGRESS REPORT**

Members considered a quarterly progress report of the Chamberlain regarding City Procurement and the following points were made.

- In response to a question, the Chamberlain replied that no suppliers had invoked *force majeure* since the onset of COVID-19. Some suppliers had noted that it may have been necessary at the onset of the crisis, but proactive supplier management by representatives of the City had mitigated supplier concerns.
- A Member noted that the Chamberlain should ensure that City Procurement's approach to SME suppliers was aligned with wider City of London Corporation policy e.g. SME support in development by Innovation & Growth.
- In response to a comment, the Chamberlain confirmed that City Procurement would be alive to the possibility to support SMEs based within the City of London, whilst striking an appropriate balance between supporting viable businesses and allowing market forces to take their course.

RESOLVED, that the report be received.

6. **PERFORMANCE BONDS AND PARENT COMPANY GUARANTEES - RESOLUTION FROM: PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE (25 JUNE 2020)**

Members considered a resolution of the Projects Sub (Policy and Resources) Committee regarding Performance Bonds and Parent Company Guarantees. The Chairman welcomed the resolution and noted that the Chamberlain was reviewing whether performance bonds and parent company guarantees could be further embedded appropriately within the City's procurement processes.

RESOLVED, that the resolution be received.

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

There were no questions.

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

There was no other business.

9. **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 Schedule 12A of the Local Government Act.

10. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**
RESOLVED, that the non-public minutes of the meeting held on 6 February 2020 be approved.
11. **OUTSTANDING MATTERS**
Members considered a report of the Town Clerk regarding outstanding matters.
12. **POWER PURCHASE AGREEMENT (PPA) FOR OFFSITE RENEWABLE ELECTRICITY - PROCUREMENT STAGE 1A MID TENDER PROGRESS REPORT**
Members considered a joint report of the Chamberlain and the City Surveyor regarding a Power Purchase Agreement (PPA) for Offsite Renewable Electricity – Procurement Stage 1A Mid-Tender Progress.
13. **ROUGH SLEEPING OUTREACH SERVICE UPDATE**
Members considered an update report of the Chamberlain regarding the Rough Sleeping Outreach Service.
14. **ACTION FRAUD AND NFIB - LATEST OFFER**
Members considered a joint report of the Town Clerk, Commissioner and Chamberlain regarding Action Fraud and National Fraud Intelligence Bureau – Latest Offer.
15. **CONTRACT DISPUTE VERBAL UPDATE**
The Chamberlain was heard regarding the Contract Dispute.
16. **ANNUAL WAIVER REPORT 2019/20**
Members considered an Annual Waiver Report 2019/20 of the Chamberlain.
17. **CITY OF LONDON POLICE, DIGITAL INTERVIEW RECORDING PROJECT LESSONS LEARNED**
Members considered a report of the Chamberlain regarding City of London Police: Digital Interview Recording Project Lessons Learned.
18. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
There were no non-public questions.
19. **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 non-public questions.

The meeting closed at 2.24 pm

Chairman

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