

Committee(s):	Date(s):
Finance Committee	27 May 2014
Subject: Appointment of Sub-Committees, representatives on other Committees and frequency of meetings	Public
Report of: The Town Clerk	For Decision

Summary

The purpose of this report is to consider the appointment of the Committee's Sub-Committees for 2014/15, to approve their composition and Terms of Reference and to appoint representatives to a number of other City Corporation positions.

The Finance Committee currently appoints to four Sub-Committees:

- Efficiency & Performance Sub-Committee
- Finance Grants Sub-Committee
- Information Systems Sub-Committee
- Corporate Asset Sub-Committee

Details of the composition and Terms of Reference of these Sub-Committees are set out in Appendix 1.

In addition to the appointments referred to above, the Committee is required to review the frequency of its meetings.

Recommendations

Members are asked to:

1. agree the appointments, composition and terms of reference of the following Sub-Committees:
 - i. Efficiency & Performance Sub-Committee **9 vacancies**
 - ii. Finance Grants Sub-Committee **10 vacancies**
 - iii. Information Systems Sub-Committee **5 vacancies**
 - iv. Corporate Asset Sub-Committee **1 vacancy**

2. agree the appointments of representatives to the following Committees and Sub-Committees:
 - Establishment Committee **1 vacancy**
 - Barbican Centre Board **1 vacancy**
 - Projects Sub (Policy & Resources) Committee **2 vacancies**
 - Streets and Walkways Sub (Planning & Transportation) Committee **1 vacancy**

3. agree the appointments of representatives for informal consultation with the Court of Aldermen and the Policy and Resources Committee on Mayoralty and Shrievalty Allowances.
4. note that the Chairman and Deputy Chairman will be Members of the of the following Committees and Sub-Committees:
 - Guildhall Improvement Committee
 - Resource Allocation Sub (Policy and Resources) Committee
5. note that the Chairman and Deputy Chairman will be ex-officio Members of the following Committees:
 - Policy & Resources
 - Investment
 - Audit and Risk Management (with no voting rights)
6. agree that the Committee should continue to meet “every fourth week on Tuesdays” with the exception of recess periods and the next meeting taking place on 25 June 2014, given that Common Hall falls on Tuesday 24 June, 2014.

Main Report

Background

1. This report asks Members to consider the appointment and composition of the Finance Committee’s Sub-Committees. It also details the representatives that the Committee is required to appoint to serve on other City Corporation Committees or in other positions.
2. As set out in its Terms of Reference, there are a number of areas of the Finance Committee’s work which require greater focus and therefore the following Sub-Committees have been created to manage those areas:
 - Efficiency & Performance;
 - Finance Grants
 - Information Systems; and
 - Corporate Assets
3. Each of these Sub-Committees is considered in turn below. Details of their proposed composition and Terms of Reference are set out in Appendix 1 of this report.

Finance Committee Sub-Committee appointments

(A) Efficiency and Performance Sub-Committee

4. The Efficiency and Performance Sub-Committee was created in to advise the Grand Committee on matters relating to value for money in all aspects of the

City of London Corporation's activities. The Sub-Committee is working well and it is proposed that it should continue as present and meet 5 times a year.

5. The Sub-Committee met 5 times in 2013/14 and the membership and attendance was as follows.

Roger Chadwick (Chairman)	5/5
Jeremy Mayhew (Deputy Chairman)	4/5
John Tomlinson	5/5
Ian Seaton	5/5
Edward Lord*	2/2
Deputy Anthony Eskenzi	5/5
Nigel Challis	5/5
Randall Anderson	5/5
James Ingham Clark	5/5
John Fletcher	5/5

** No longer appointed to the Finance Committee.*

(B) Finance Grants Sub-Committee

6. The Finance Grants Sub-Committee was created in order to consider requests for grants from funds under the Finance Committee's control for charitable etc. organisations (and make recommendations thereon) and receives reports on the results from beneficiaries. The Sub-Committee is working well and it is proposed that it should continue as present and meet twice a year, in May and November.

7. The Sub-Committee met once in in 2013/14 and the membership and attendance was as follows:-

Roger Chadwick (Chairman)	1/1
Jeremy Mayhew (Deputy Chairman) **	
Kevin Everett*	
Tom Hoffman	1/1
John Barker	1/1
John Scott	1/1
Deputy Edward Lord *	
Wendy Hyde	1/1
Nigel Challis	1/1
Simon Duckworth	1/1
James Ingham Clark	1/1
Ann Holmes	1/1

Together with the Chairman of the City Bridge Trust Committee (ex-officio)

** No longer appointed to the Finance Committee.*

*** Mr Mayhew was appointed as Deputy Chairman of Finance after the Sub-Committee met in November 2013*

(C) Information Systems Sub-Committee

8. The Information Systems Sub-Committee was created to review the objectives and needs for the provision of information system services in the City of London Corporation.
9. The Committee comprises the Chairman and Deputy Chairman of the Finance Committee with up to 5 Members of the Finance Committee and up to 5 Members of the Court of Common Council, all appointed by the Finance Committee.
10. Members will recall that, at the meeting of the Finance Committee on 23rd July 2013, it was resolved that 2 additional members be invited to join the Information Systems Sub-Committee, for the remainder of 2013/14, in order to add value to the work of the Sub-Committee. The Sub-Committee is working well and it is suggested that it continue as present and meet 4 times a year.
11. The Sub-Committee met 4 times in 2013/14 and the membership and attendance was as follows:-

Roger Chadwick (Chairman)	4/4
Jeremy Mayhew (Deputy Chairman)	2/2
Randall Anderson	4/4
John Tomlinson	3/4
Nigel Challis	3/4
*Deputy John Chapman	4/4
*Andrew McMurtrie	3/4
*Hugh Morris	1/4
*Sylvia Doreen Moys	4/4
*Graham Packham	4/4
*Dhruv Patel	4/4
*Graeme Smith	4/4
*C Punter	3/3
*T Sleigh	3/3

** Court of Common Council appointments*

12. Six Members of the Court have expressed an interest in joining the IS Sub Committee and Members are therefore asked whether they would be prepared to increase its membership, by one Member, for 2014/15. If not, there will be a ballot for the 5 places available to Members of the Court.

(D) Corporate Assets Sub-Committee

13. The Corporate Asset Sub-Committee was created in order to approve the Asset Management Plan and Capital Strategy, within the parameters of the allocation of resources.
14. At their meetings in July 2013, the Finance and Policy and Resources Committees and the Property Investment Board agreed to extend their membership of CASC by one Member each.

15. The Committee comprises the Chairmen and Deputy Chairmen of the Finance and Policy and Resources Committees and the Property Investment Board plus the additional members agreed to in (14), as follows:
- Randall Anderson (Finance Committee)
 - Dr Giles Shilson (Policy and Resources Committee)
 - Alistair Moss (Property Investment Board)
16. The Sub-Committee is working well and it is suggested that it continues to meet 5 times a year. The Sub-Committee met 5 times in 2013/14 and the membership and attendance was as follows:
- | | |
|------------------|-----|
| Roger Chadwick | 4/5 |
| Jeremy Mayhew | 1/2 |
| Randall Anderson | 3/3 |

Representatives on other Committees etc.

(E) One representative to serve on the Establishment Committee

The Committee met 9 times in 2013/14 and the representative was Jamie Ingham Clark.

(F) One representative to serve on the Barbican Centre Board

The Board met 5 times in 2013/14 and the representative was Stuart Fraser.

(G) Two Representatives to serve on the Projects Sub (Policy & Resources) Committee

The Sub-Committee met 11 times in 2013/14 and the representatives were Roger Chadwick and John Tomlinson.

(H) One representative on the Streets and Walkways Sub (Planning & Transportation) Committee

The Sub-Committee met 9 times in 2013/14 and the representative was Brian Harris:

(I) Representatives for Consultation with the Court of Aldermen and Representatives of the Policy & Resources Committee on Mayoralty and Shrievalty Allowances

This deputation is responsible for giving detailed consideration to the allowance for expenses for the offices of the Lord Mayor and the Sheriffs for the coming year. In 2013/14, the Committee's representatives were the Chairman and Deputy Chairman, along with one other representative (Simon Duckworth).

(J) Ex-officio representation on other Committees

Note that the Chairman and Deputy Chairman of the Finance Committee are ex-officio Members of the following Committees:-

- Policy & Resources
- Investment
- Audit & Risk Management (with no voting rights)

Frequency of meetings

17. The Committee is also required to review the frequency of its meetings on an annual basis. Conventionally, the Committee meets “every fourth week on Tuesdays” with the exception of recess periods and the next meeting taking place on 25 June 2014, given that Common Hall falls on Tuesday 24 June 2014. Given the amount of business the Committee considers, it is proposed that this schedule continues.

Appendices

- Appendix 1 – Finance Committee Sub-Committees – Composition and Terms of Reference

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