

FINANCE COMMITTEE

Tuesday, 21 October 2014

Minutes of the meeting of the Finance Committee held at the Guildhall EC2 at 1.45 pm

Present

Members:

Roger Chadwick (Chairman)	Tom Hoffman
Jeremy Mayhew (Deputy Chairman)	Deputy Robert Howard
Randall Anderson	Wendy Hyde
Deputy John Barker	Clare James
Nicholas Bensted-Smith	Alderman Vincent Keaveny
Alderman Charles Bowman	Deputy Alastair King
Nigel Challis	Gregory Lawrence
Deputy John Chapman	John Scott
Simon Duckworth	Ian Seaton
Stuart Fraser	Sir Michael Snyder
Lucy Frew	David Thompson
Alderman John Garbutt	Deputy John Tomlinson
Brian Harris	Deputy Douglas Barrow (Ex-Officio Member)
Alderman Peter Hewitt	Mark Boleat (Ex-Officio Member)

Officers:

Susan Attard	Deputy Town Clerk
Christopher Braithwaite	Town Clerk's Department
Alistair MacLellan	Town Clerk's Department
Peter Kane	Chamberlain
Caroline Al-Beyerty	Chamberlain's Department
Graham Bell	Chamberlain's Department
Suzanne Jones	Chamberlain's Department
Michael Cogher	Comptroller and City Solicitor
Peter Bennett	City Surveyor
Philip Everett	Director of the Built Environment
Louisa Allen	Open Spaces
William Chapman	Private Secretary to the Lord Mayor and Chief of Staff

1. APOLOGIES

Apologies were received from George Abrahams, Christopher Boden, John Fletcher, Jamie Ingham Clark, Oliver Lodge, Robert Merrett, Deputy Henry Pollard and Philip Woodhouse.

The Town Clerk reported that the Chairman had agreed that two items of business on the agenda for the meeting should be withdrawn. These were item 9 (“Request for Support: Feasibility Study for a Great Fire of London Public Spectacular”) and item 23 (“160 Aldersgate – Surrender and Re-grant of Head Lease”).

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

Alderman Charles Bowman and Jeremy Mayhew declared pecuniary interests in respect of item 19 (“Oracle Programme Update”) due to being employed by PriceWaterhouseCooper. Both Members withdrew from the meeting during the consideration of that item.

Randall Anderson and Jeremy Mayhew declared non-pecuniary interests in respect of item 20 (“ Council Tax – Claim for a Reduction in the Amount of Council Tax Payable”) as they both personally knew the applicant.

The Town Clerk advised that Members of the Gresham (City Side) Committee did not need to declare their membership of that Committee as an interest in relation to item 16 (“City Cash Contingency Application - Biography of Sir Thomas Gresham”).

3. **MINUTES OF THE PREVIOUS MEETING**

RESOLVED – That the public minutes and non-public summary of the meeting held on 23 September 2014 be approved as an accurate record.

4. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**

The committee considered the report of the Town Clerk which provided details of outstanding actions arising from minutes of previous meetings of the Committee.

RESOLVED – That the Committee notes the report.

5. **MINUTES OF THE EFFICIENCY AND PERFORMANCE SUB-COMMITTEE**

RESOLVED – That the public minutes and non-public summary of the Efficiency & Performance Sub Committee meeting held on 10 September 2014 be noted.

6. **MINUTES OF THE INFORMATION SYSTEMS SUB-COMMITTEE**

RESOLVED – That the public minutes and non-public summary of the Information Systems Sub-Committee meeting held on 23 September 2014 be noted.

7. **BUDGET MONITORING REPORT TO SEPTEMBER 2014**

The Committee considered the Chamberlain’s Monthly Budget Monitoring report as at the end of September 2014. This report was considered in conjunction with agenda item 8 (“Finance Committee Contingencies”).

The Chamberlain explained that going forward the Committee would receive this report on a quarterly basis. The Chairman and Deputy Chairman would continue to be provided with monthly reports, and any major issues would be reported to the Committee.

In response to a question from a Member, the Chamberlain explained that the tables in the appendix of item 8 were based on out of date information and the similar tables in appendix 2 of item 7 contained the correct information.

RESOLVED – That the Committee notes the report.

8. **FINANCE COMMITTEE CONTINGENCIES**

The Committee considered this item, a report of the Chamberlain setting out the current position in relation to the Finance Committee's contingency funds, in conjunction with item 7 and noted the report.

RESOLVED – That the Committee notes the report.

9. **REQUEST FOR SUPPORT: FEASIBILITY STUDY FOR A GREAT FIRE OF LONDON PUBLIC SPECTACULAR**

This report was withdrawn.

10. **CITY PROCUREMENT - PURCHASE ORDERS AND PROCUREMENT WAIVERS**

The Committee considered a report of the Chamberlain which provided Members with an update on compliance with the requirements to issue a purchase order and provided the quarterly update on the number of procurement waivers approved and contract awards signed off by the Chamberlain over the last quarter.

RESOLVED – That the Committee notes the report.

11. **GUILDHALL ART GALLERY ACCREDITATION RENEWAL: REQUIRED REVISIONS TO ACQUISITIONS AND DISPOSAL POLICY**

The Committee considered the report of the Director of Culture, Heritage and Libraries which requested the Committee to approve revisions to the Acquisitions and Disposals Policy of the Guildhall Art Gallery.

RESOLVED – That the Committee approves the recommended revisions to the Guildhall Art Gallery 'Acquisitions and Disposal' Policy relating to 'Use of Proceeds of Sale' as outlined in Appendix 1 to the report.

12. **REVENUES COLLECTION INSOURCING UPDATE**

The Committee considered a report of the Chamberlain which provided an update on progress with the insourcing of the Revenues Collection Service. The Service successfully completed its transfer on schedule on 6th October.

RESOLVED – That the Committee notes the report.

13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

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

There was no other business.

15. **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.

Item No.	Paragraph(s) in Schedule 12A
17, 29	1, 3
18, 19, 20, 22, 23, 24, 25, 16, 26	3
21	1, 2, 3

16. **CITY CASH CONTINGENCY APPLICATION - BIOGRAPHY OF SIR THOMAS GRESHAM**

The Town Clerk explained that the Chairman had agreed to vary the order of business of the meeting to allow this item to be considered at the earliest possible opportunity in the agenda.

The Committee considered and approved a report of the Town Clerk which requested funding for a biography of Sir Thomas Gresham to mark the 500th anniversary of his birth.

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

The Committee considered and approved, subject to two amendments, the non-public minutes of the last meeting of the Committee as an accurate record.

18. **OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS**

The Committee noted the report of the Town Clerk which provided details of outstanding actions arising from minutes of previous meetings of the Committee.

19. **NON-PUBLIC MINUTES OF THE INFORMATION SYSTEMS SUB-COMMITTEE**

The Committee noted the non-public minutes of the Information Systems Sub-Committee meeting held on 23 September 2014.

At this point, in line with their declarations of interest, Alderman Charles Bowman and Jeremy Mayhew withdrew from the meeting.

20. **ORACLE PROGRAMME UPDATE**

The Committee considered and approved a report of the Chamberlain which provided the Finance Committee with a further update on progress made on the Oracle Programme.

Following the consideration of this item Alderman Charles Bowman and Jeremy Mayhew returned to the meeting.

21. **COUNCIL TAX - CLAIM FOR A REDUCTION IN THE AMOUNT OF COUNCIL TAX PAYABLE**

The Committee considered and approved a report of the Chamberlain which set out an application from a resident for a reduction in the amount of council tax payable under Section 13A of the Local Government Finance Act 1992. The report was supplemented by a further briefing note from the Chamberlain which was put around the table to provide a recommendation to the Committee.

22. **OFF STREET CAR PARK MANAGEMENT SERVICES**

The Committee considered and approved the report of the Director of Built Environment which requested the Committee's approval for a waiver to the procurement regulations and approval of tenders in relation to a car park management contract.

23. **CITY GARDENS RESERVE FUND**

The Committee considered and approved a report of the Director of Open Spaces which requested that the Committee approve the establishment of a City Gardens Reserve Fund as an earmarked reserve within the City Fund.

24. **160 ALDERSGATE STREET - SURRENDER AND RE-GRANT OF HEAD LEASE**

This item was withdrawn.

25. **CITY'S ESTATE - LETTING REPORT: LEASE RENEWAL AT 123 NEW BOND STREET**

The Committee considered and approved a report of the City Surveyor which recommended approval to the terms of a lease renewal of a shop lease at 123 New Bond Street.

26. **SERVICE BASED REVIEW PROPOSALS - MANSION HOUSE**

The Committee considered and approved a report of the Private Secretary which set out saving proposals for Mansion House as part of the Service Based Review to meet the 'budget envelope' set for the Department by the Policy & Resources Committee.

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

There were no non-public questions 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**

The Committee considered an item of urgent business regarding to a request for delegated authority in relation to a prospective property deal.

Following consideration of this item, all Officers not directly involved with the consideration of the Chamberlain's Department's Service Based Review proposals withdrew from the meeting.

29. SERVICE BASED REVIEW PROPOSALS - CHAMBERLAIN'S DEPARTMENT

The Committee considered and approved a report of the Chamberlain which set out saving proposals for the Chamberlain's Department as part of the Service Based Review to meet the 'budget envelope' set for the Department by the Policy & Resources Committee.

The meeting closed at 2.35 pm

Chairman

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