

FINANCE COMMITTEE

Tuesday, 9 June 2015

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

Present

Members:

Roger Chadwick (Chairman)	Deputy Jamie Ingham Clark
Jeremy Mayhew (Deputy Chairman)	Alderman Vincent Keaveny
Randall Anderson	Deputy Alastair King
Nicholas Bensted-Smith	Oliver Lodge
Christopher Boden	Alderman Professor Michael Mainelli
Deputy Anthony Eskenzi	Deputy Henry Pollard
John Fletcher	Sir Michael Snyder
Stuart Fraser	David Thompson
Deputy Brian Harris	Deputy John Tomlinson
Christopher Hayward	Philip Woodhouse
Tom Hoffman	Mark Boleat (Ex-Officio Member)
Wendy Hyde	

Officers:

Susan Attard	Deputy Town Clerk
Peter Lisley	Assistant Town Clerk
Sue Baxter	Town Clerk's Department
Christopher Braithwaite	Town Clerk's Department
Peter Kane	Chamberlain
Christopher Bell	Chamberlain's Department
Graham Bell	Chamberlain's Department
Mona Lewis	Chamberlain's Department
Steve Telling	Chamberlain's Department
Michael Cogher	Comptroller and City Solicitor
Peter Bennett	City Surveyor

1. APOLOGIES

Apologies for absence were received from Deputy John Barker, Alderman Charles Bowman, Nigel Challis, Alderman Peter Hewitt, Deputy Robert Howard, Clare James, Gregory Lawrence, Deputy Robert Merrett, Adam Richardson and Ian Seaton.

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

There were no declarations of interest.

3. MINUTES OF THE PREVIOUS MEETING

RESOLVED – That the public minutes and summary of the meeting held on 12 May 2015 be approved as a correct record.

4. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**

The Committee considered a report of the Town Clerk which set out actions outstanding from previous meetings of the Committee.

RESOLVED – That the Committee notes the report.

5. **DRAFT MINUTES OF THE FINANCE GRANTS SUB-COMMITTEE**

RESOLVED – That the public minutes and non-public summary of the Finance Grants Sub-Committee meeting held on 12 May 2015 be noted.

6. **FINANCIAL SERVICES DEPARTMENT - QUARTERLY UPDATE**

The Committee considered a report of the Chamberlain which provided an update on the key areas of work for the Financial Services Division over the last quarter.

RESOLVED – That the Committee notes the report.

7. **GRANT GIVING: REPORT OF CROSS-CUTTING SERVICE BASED REVIEW**

The Committee considered a report of the Deputy Town Clerk which provided information of the cross-cutting review of the grant giving activities of the City of London Corporation as part of the Service Based Review programme. The objectives of the review were to identify the grants programmes which are offered by the City of London Corporation to suggest how to improve value for money and drive up impact.

The Committee also received resolutions from the Policy and Resources Committee on 28 May 2015 and the Open Spaces Committee on 8 June 2015 setting out the discussion of the report at those Committees.

A Member asked for clarification regarding the main purposes of the review. The Town Clerk explained that the main purposes were to draw together the various areas in which the City of London Corporation made grants to bring together the various areas of expertise, and then to streamline and rationalise the grant-giving process in order to focus it more strategically, provide a consistent customer experience and consolidate administration. As a result, the Finance Committee's role would move from direct grant giving to strategic oversight and scrutiny of grant giving.

RESOLVED – That the Committee:

- a) agrees to adopt a strategic oversight/ performance management role in respect of all City Corporation grants programmes and relinquish its direct grant giving role; and
- b) delegates to the Chairman authority to appoint a Member of the Finance Grants Sub-Committee to serve on the Open Spaces and City Gardens Committee Grants Working Party.

8. **PROCUREMENT STRATEGY 2015 - 2018**

The Committee considered a report of the Chamberlain which provided the Committee with the City Procurement Strategy 2015-2018. The Strategy set out how sustainable high performance would be continuously developed over the next three years.

The Committee also received a presentation from the Head of City Procurement setting out the progress that had been made by City Procurement in the last six months. Following the presentation Members complimented the Head of City Procurement on the progress that had been made over the last six months. Members also asked questions in relation to the benefits of the Procurement and Procure to Pay (PP2P) process, work with the City of London Police in relation to procurement, the potential benefits of satisfaction surveys across the organisation and the amount of contracts which were let to small and medium-sized enterprises (SMEs). Each of the questions was answered at the meeting, and the Chamberlain agreed to provide Members with details of the value of contracts that were let to SMEs following the meeting.

RESOLVED – That the Committee notes the report and Procurement Strategy.

9. **PROVISIONAL OUTTURN 2014/15**

The Committee considered a report of the Chamberlain which provided the provisional outturn for 2014/15.

10. **RISK MANAGEMENT - TOP RISKS**

The Committee considered a report of the Chamberlain which provided updates regarding the top risks within the Departmental Risk Register.

The Committee discussed risk CHB008 which related to Resourcing and particularly related to the difficulties that had been encountered in filling a number of posts within the Chamberlain's Department, specifically the post of Head of Information Technology, due to the job evaluation process and subsequent grading resulting in below market salaries being offered. The Committee noted that this issue was exacerbated by the significant delays that were often encountered in agreeing a Market Forces Supplement for a post.

The Chamberlain noted that there were a number of other areas within his department, particularly accountancy and procurement where similar issues of below-market pay may be an issue.

The Committee agreed that their concerns regarding this should be brought to the attention of the Establishment Committee. The Deputy Chairman agreed to ask a question on this issue at the Establishment Committee later in the week.

RESOLVED – That the Committee:

- a) notes the report; and
- b) agrees that the Establishment Committee be made aware of the concerns of the Finance Committee in relation to the difficulties that the Chamberlain's Department had encountered in filling certain posts, due to below-market salaries being offered, and the risk that this may extend to other roles within the Chamberlain's Department; the Committee

agreed that the Establishment Committee should be asked what steps could be taken to resolve this.

11. CENTRAL CONTINGENCIES

Consideration was given to a report of the Chamberlain which provided the Committee with information regarding the current balance of the Finance Committee Contingency Funds for the current year.

A Member asked whether it was prudent to carry forward unspent contingency funds from previous years to this year. The Chairman clarified that the contingencies carried forward were only those funds for which spending had been agreed in previous years but the spending would take place in this year.

RESOLVED – That the Committee notes the report.

12. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

14. 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.	Paragraphs in Schedule 12A
17-24	3
25	1, 2 and 3

15. NON-PUBLIC MINUTES OF THE PREVIOUS MEETING

The non-public minutes and summary of the meeting held on 12 May 2015 were approved as a correct record.

16. OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS

The Committee considered and noted a report of the Town Clerk which set out actions outstanding from previous non-public minutes of the Committee.

17. DRAFT NON-PUBLIC MINUTES OF THE FINANCE GRANTS SUB-COMMITTEE

The non-public minutes of the Finance Grants Sub-Committee meeting held on 12 May 2015 were noted.

18. CORPORATE CLEANING SERVICES - CONTRACT AWARD

The Town Clerk explained that this report had been withdrawn.

19. **CITY OF LONDON POLICE LEADERSHIP DEVELOPMENT PROGRAMME - WAIVER OF PROCUREMENT REGULATIONS**
The Town Clerk explained that this report had been withdrawn.
20. **NOVATION OF THE CITY OF LONDON AGREEMENT WITH ANCESTRY.CO.UK**
The Committee considered and approved a report of the Director of Culture, Heritage and Libraries regarding the novation of the City of London Corporation's agreement with Ancestry.co.uk for online access to the major genealogical collections.
21. **CITY'S ESTATE - LETTING REPORT: AMENDMENT TO THE SHOP LEASE VARIATION AT 124 NEW BOND STREET, LONDON W1**
The Committee considered and approved a report of the City Surveyor which requested the approval of an amendment to a shop lease variation at 124 New Bond Street, W1.
22. **NON-PUBLIC DECISIONS TAKEN UNDER DELEGATED AUTHORITY AND URGENCY PROCEDURES**
The Committee noted a report of the Town Clerk detailing a non-public decision taken under delegated authority procedures since the last meeting.
23. **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.
24. **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 relating to an agreement with tenants at a property owned by the City of London Corporation.
25. **CONFIDENTIAL MINUTES**
The Committee approved the confidential minutes of the last meeting held on 12 May 2015.

The meeting closed at 3.10 pm

Chairman

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