

## **PROCUREMENT SUB (FINANCE) COMMITTEE**

**Thursday, 25 November 2021**

**Minutes of the meeting of the Procurement Sub (Finance) Committee held at Guildhall at 11.30 am**

### **Present**

#### **Members:**

Hugh Morris (Chairman)	Deputy Jamie Ingham Clark
Deputy Robert Merrett (Deputy Chairman)	Paul Martinelli
Randall Anderson	Jeremy Mayhew
Michael Hudson	Susan Pearson

#### **Officers:**

Antoinette Duhaney	- Town Clerk's Department
Sean Austin	- Comptrollers and City Solicitor's Department
Christopher Bell	- City of London Police
Ben Dunleavy	- Town Clerk's Department
Sean Green	- Chamberlain's Department
Kristina Jackson	- Chamberlain's Department
Adrian Kelly	- Community and Children's Services
Ola Obadara	- City Surveyor's Department
Monica Patel	- Chamberlain's Department
Graeme Quarrington-Page	- Chamberlain's Department
Stephanie Robertson	- City Surveyor's Department
Oli Watling	- Chamberlain's Department
Genine Whitehorne	- Chamberlain's Department

#### **1. APOLOGIES**

There were no apologies.

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

No declarations of interest were made.

#### **3. PUBLIC MINUTES OF THE PREVIOUS MEETING**

**RESOLVED** – That the public minutes of the meeting held on 20 October 2021 be agreed as a correct record.

#### **4. PROCUREMENT SUB-COMMITTEE WORK PROGRAMME**

The Sub Committee considered a report of the Chamberlain outlining the workplan for future meetings.

Members discussed whether it would be necessary to hold the planned meeting in February, as there were not many items planned for that date. It was noted

that, due to the election period, it might be necessary to move items planned for the meeting in March to the February meeting.

Members also commented that, although the future of the Sub Committee was uncertain, work should continue on the Work Programme.

**RESOLVED** – That the workplan be noted.

5. **SUPPLIER DIVERSITY UPDATE**

Members received a report of the Chief Operating Officer.

A Member commented that it was difficult to see any information in the actions about the diversity of the ownership of suppliers, rather than diversity in their workforce. An Officer replied that the partnership with MSD UK supports ethnic minority ownership of businesses, defined as over 50% ownership.

**RESOLVED** – That the report be received and its contents noted.

6. **ENVIRONMENTAL SUSTAINABILITY IN PROCUREMENT**

Members received a report of the Chief Operating Officer.

Members noted that the Procurement team were looking to provide quarterly updates on the Purchased Goods and Services Action Plan. Officers undertook to meet with the Chamberlain to establish a timeline on obtaining the information regarding the top 25 suppliers.

**RESOLVED** – That the report be received and its contents noted.

7. **EXTENSION TO THE CONTRACT FOR THE PROVISION OF E-SERVICES RELATING TO THE PAN LONDON SEXUAL HEALTH TRANSFORMATION PROGRAMME**

Members received a joint report of the Director of Commercial Services and the Director of Community and Children's Services.

**RESOLVED** – That the variation to the contract in respect of the duration of the initial extension period be approved, and that the contract for the provision of E-Services relating to the Pan London Sexual Health Transformation Programme be approved.

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

There were no questions.

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

There was no other business.

10. **EXCLUSION OF THE PUBLIC**

**RESOLVED** – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as

defined in Paragraph 3 of Part I of Schedule 12A of the Local Government Act as follows:-

Item(s)	Paragraph
11 - 17	3

11. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**  
**RESOLVED** – That the non-public minutes of the meeting held on 20 October 2021 be agreed.
12. **STAGE 1 & 2 REPORT (COMBINED) FOR PROVISION OF WATER, WASTE WATER AND ANCILLARY SERVICES**  
Members received a report of the Chief Operating Officer.
13. **ACTION AND KNOW FRAUD PROJECT GATEWAY 6**  
Members received a report of the Commissioner of the City of London Police.
14. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**  
There were no non-public questions.
15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB-COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
There was no other business.
16. **PROPOSALS FOR THE ORGANISATIONAL DESIGN OF THE COMMERCIAL SERVICES FUNCTION OF THE CHIEF OPERATING OFFICER**  
Members received a report of the Chief Operating Officer.
17. **CORPORATE LAN CONTRACT EXTENSION**  
Members received a report of the Chief Operating Officer.

**The meeting closed at 12.15 pm**

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Chairman

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