

PROCUREMENT SUB (FINANCE) COMMITTEE
Tuesday, 18 January 2022

**Minutes of the meeting of the Procurement Sub (Finance) Committee held at
Guildhall at 9.30 am**

Present

Members:

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

Officers:

James Gibson	- Chief Operating Officer's Department
Kristina Jackson	- Chief Operating Officer's Department
Darren Judge	- Chief Operating Officer's Department
Andrew Lenihan	- Chief Operating Officer's Department
Lisa Moore	- Chief Operating Officer's Department
Hirdial Rai	- Chief Operating Officer's Department
Darran Reid	- Chief Operating Officer's Department
Oliver Watling	- Chief Operating Officer's Department
Genine Whitehorne	- Chief Operating Officer's Department
Giles Radford	- Department of the Built Environment
Ian Hughes	- Department of the Built Environment
Alison Bunn	- City Surveyor's Department
Ola Obadara	- City Surveyor's Department
Philip Mirabelli	- Comptroller and City Solicitor's Department
Joseph Anstee	- Town Clerk's Department
Kerry Nicholls	- Town Clerk'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 25 November 2021 be approved.

4. PROCUREMENT SUB-COMMITTEE WORK PROGRAMME

The Sub-Committee considered a report of the Chief Operating Officer outlining the work programme and the following point was made:

- The Chairman observed that as this was the final meeting of the Procurement Sub-Committee, any items for consideration for the 2022/23 municipal year would be taken forward under new arrangements.

RESOLVED - That the work programme be noted.

5. **CITY PROCUREMENT QUARTERLY PROGRESS REPORT (Q2 2021/22)**

The Sub-Committee considered a report of the Chief Operating Officer presenting the City Procurement Quarterly Progress report for Quarter 2 of the 2021/22 financial year.

RESOLVED - That the report be noted.

6. **CLS PILOT EXTENSION: PROCUREMENT AND PROJECTS**

The Sub-Committee considered a report of the TOM Programme Director providing an update on the City of London School Pilot extension: Procurement and Projects and the following point was made:

- The Commercial Director confirmed that authority was requested for procurements to be run up to the current procurement thresholds by the Schools participating in the Pilot scheme. The Schools would also have the option of seeking advice and support from the Central Procurement Team on the procurement process where necessary.

RESOLVED – That the following City of London School Pilot proposals be extended to the City of London School for Girls and the City of London Freemen's School:

- Authority be devolved to run non-works procurements in accordance with the City of London Procurement Code up to the Find a Tender Service (FTS) threshold, currently £189,330 with the option of drawing on the centre procurement team to advise and provide support to the procurement process where necessary; and,
- Non-works procurements up to £300k, might also have more freedom over procurement strategy and options, depending on applicability of UK Public Contracts Regulations (PCR 2015) and acting always in accordance with the City of London Procurement Code. Agreement on process and lead would be made between City Procurement and the business.

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**

The Chairman observed that this would be the last meeting of the Procurement Sub-Committee and thanked the Deputy Chairman, Members and Officers for their hard work and excellent support of the Procurement Sub-Committee.

9. **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 they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

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

RESOLVED - That the non-public minutes of the meeting held on 25 November 2021 be approved.

11. **INTEGRATED FACILITIES MANAGEMENT PROCUREMENT STAGE 1 - STRATEGY REPORT**

The Sub-Committee considered a report of the Chief Operating Officer presenting the Integrated Facilities Management Procurement Stage 1 Strategy report.

12. **ARCHITECTURAL SERVICES FRAMEWORK - MID POINT PROCUREMENT UPDATE**

The Sub-Committee considered a report of the Chief Operating Officer presenting the Architectural Services Framework – Mid Point Procurement update.

13. **REQUEST FOR DELEGATED AUTHORITY**

The Sub-Committee considered a report of the Chief Operating Officer presenting a request for delegated authority.

14. **DEPARTMENTAL RESPONSE TO LATEST CHIEF OFFICERS PURCHASE CARD REPORT**

The Sub-Committee considered a report of the Chamberlain presenting the Departmental response to the latest Chief Officers' Purchase Card report.

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

There were no questions.

16. **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 urgent items.

17. **CONFIDENTIAL MINUTES OF THE PREVIOUS MEETING**

RESOLVED - That the confidential minutes of the meeting held on 25 November 2021 be approved.

The meeting closed at 10.22 am

Chairman

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