

Committee: Finance Committee	Date: 18 February 2020
Subject: Public Report of the work of the Sub-Committees	Public
Report of: Town Clerk	For Information
Report author: John Cater, Town Clerk's Department	

Summary

On 19 July 2016, the Finance Committee agreed that, in addition to draft minutes of Sub-Committee meetings, short reports be provided to advise the Committee of the main issues considered by the Sub-Committees at recent meetings. This report sets out some of the main public issues considered by the following Sub Committees since 21st January 2020:

Digital Services Sub-Committee – 24th January 2020

DESIGN, BUILD, SUPPORT AND HOSTING FOR NEW WEBSITE

The Sub-Committee received a report of the Town Clerk (Director of Communications) on the Design, build, support and hosting for the new website.

The Digital Publishing and Content Strategy Lead briefed the Sub-Committee on the progress so far with the new website developments. Members were pleased to learn that the project has a green status as well as it currently being on time, on budget, and within the projects scope.

A Member inquired what has been done in terms of user testing. The Project Manager of the new website informed the Sub-Committee that many tests have been carried out with real users to identify areas of improvements and debugging. Another Member asked if the URLs published in the various City print and on-line publications would be supported in the new website structure. The Manager stated that they would be supported.

RESOLVED – that the Sub-Committee notes the report

Corporate Asset Sub-Committee – 29th January 2020

THE GUILDHALL CONSERVATION MANAGEMENT PLAN (CMP)

Corporate Asset Sub-committee considered a report of the City Surveyor providing a Conservation Management Plan for the Guildhall Complex, which concentrated on the Great Hall and Old Library and had been created to ensure that they were being maintained to modern day conservation standards. The plan would guide proposals for the buildings' ongoing use, maintenance and repair.

It was proposed introducing management plans and guidance for maintaining the City Corporation's key historic assets, with it being acknowledged that there are a number of important historic buildings within the complex. It would help focus minds, ensure no

areas were overlooked and also feed into long-term planning when considering where work was needed.

It was stressed sustainability would be an important factor when considering how to maintain and treat the building. It was stressed climate change would be an increasingly important factor given the variations in temperature and the long-term plan would need to focus on key areas in this regard.

The Sub-committee resolved that the Conservation Management Plan policies be approved.

Procurement Sub-Committee – 6th February 2020

CHANGES TO PROCUREMENT CODE PART 1

The Sub Committee considered a report of the Chamberlain requesting changes to the Procurement Code which would take effect from 1st April 2020. The main changes related to:

- Procurement thresholds and processes (Rule 15)
- Contracts lettings thresholds (Rule 16)
- Waiver process (Rule 25)
- Contract changes (Rules 30-33)
- Prompt payment (Rule 43)
- Responsible Procurement Policy (Rule 46)
- Social Value Panel (Rule 48)

During the course of debate and in response to questions from Members, the Sub Committee was advised that the proposed increase in the threshold under Rule 15 would also apply to waivers (Rule 25) and that many of the changes proposed were to align with other requirements such as EU and contract letting thresholds.

Following concerns raised by Members in respect of the removal of Rule 43, Officers gave assurances that the removal of this rule would not impact on the current practice of prioritising payments for SMEs but would reduce internal bureaucracy. Members were pleased that payments to SMEs would continue to be prioritised and requested that payments to SMEs be included as a target in future Quarterly Progress Reports in order to maintain oversight of performance in this area. Officers were supportive of this approach as a way of monitoring performance in this area whilst assessing the impact of the removal of Rule 43.

The Sub Committee approved the changes to the Procurement Code with these changes to take effect from 1 April 2020.

Recommendations

The Committee is asked to note the report.

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