

**PROCUREMENT SUB (FINANCE) COMMITTEE**  
**Thursday, 15 July 2021**

Minutes of the virtual meeting of the Procurement Sub (Finance) Committee held on  
Thursday, 15 July 2021 at 11.00 am

**Present**

**Members:**

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

**Officers:**

Lisa Moore	- Chamberlain's Department
Liane Coopey	- Community & Children's Services Department
Gerry Kiefer	- Open Spaces
Sharon Lokko	- Chamberlain's Department
Graeme Quarrington-Page	- Chamberlain's Department
Darran Reid	- Chamberlain's Department
Oli Watling	- Chamberlain's Department
Darran Reid	- Chamberlain's Department
Antoinette Duhaney	- Town Clerk's Department

**1. APOLOGIES**

Apologies for absence were received from Randall Anderson and Jeremy Mayhew.

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

None.

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

RESOLVED – That the public minutes of the meeting held on 9 June 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.

Given the light agenda for September, Members requested officers to consider whether this meeting could be cancelled and any business carried forward to the October meeting.

RESOLVED –

1. That the report be noted.
2. That Officers explore scope for cancelling the September meeting and carrying agenda items forward to the following meeting.

5. **CITY PROCUREMENT QUARTERLY PROGRESS REPORT**

The Sub Committee considered a report of the Chamberlain providing an overview of the work of City Procurement, key performance indicators and areas of progress.

Members commended Officers for their efforts in achieving savings targets for 2020/21 in challenging circumstance and a request was made for a table detailing the savings achieved to be circulated to Sub Committee Members.

RESOLVED –

1. That the report be noted.
2. That a table detailing the savings achieved, be circulated to Sub Committee Members.

6. **CITY PROCUREMENT EFFICIENCY AND SAVINGS TARGET 2021/22**

The Sub Committee considered a report of the Chief Operating Officer detailing the efficiency and savings target set for City Procurement the 2021/22 financial year.

RESOLVED – That the City Procurement Efficiency and Savings target of £9,944,417 for the 2021/22 financial year be noted.

7. **HIGHWAY CONSTRUCTION & MAINTENANCE TERM CONTRACT  
TENDER: RESOLUTION FROM STREETS & WALKWAYS SUB  
COMMITTEE (29TH APRIL 2021)**

The Sub Committee considered a request from the Streets & Walkways Sub Committee (S&WSC) regarding the procurement strategy for the selection of a new term contractor for highway construction & maintenance services.

The Chairman reported that in the light of concerns raised by the S&WSC, he had met with the S&WSC Chairman to consider the budgetary and service challenges. Following, reassurances around the sound elements in the contract that have underpinned the work, and the overall approach, a revised 50:50 split was supported.

RESOLVED – That the revised 50:50 split for price and quality be agreed.

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

None.

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

See item 9a below.

9.1 **Modern Slavery Statement Update for 2020/21**

The Sub Committee considered a report of the Chamberlain regarding proposed updates to the statement to comply with any revised requirements for the City Corporation in the discharge of its local authority and other public functions.

RESOLVED – That the proposed updates to the CoL Modern Slavery Statement be noted.

10. **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 remaining 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.

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

The non-public minutes of the meeting held on 9 June 2021 were agreed as a correct record.

12. **CONTRACT VARIATION (CENTRAL LONDON WORK: WORK AND HEALTH PROGRAMME)**

The Sub Committee considered a report of the Director of Central London Forward seeking approval to increase the contract value of the Job Entry Targeted Support (JETS) component of the Central London Works, Work and Health Programme (CLW-WHP).

13. **CLOUD SERVICE PROVIDER (CSP) AWARD**

The Sub Committee considered a report of the Chief Operating Officer seeking approval to award a contract for a CSP.

14. **MECHANICAL AND GAS APPLIANCE TESTING AND MAINTENANCE AT DCCS HOUSING PROPERTIES - PROCUREMENT STAGE 2 AWARD REPORT**

The Sub Committee considered a report of the Chamberlain seeking approval to award a contract for the provision of mechanical and gas appliance testing and maintenance services for City of London housing properties, managed by the Department of Community & Children's Services (DCCS).

15. **EXTENSION ON CONTRACT FOR NATIONAL CYBER CRIME TRAINING**

The Sub Committee considered a report of the Commissioner, City of London Police regarding the provision of National Cyber Crime Training.

**16. DEPARTMENTAL RESPONSE TO LATEST CHIEF OFFICERS PURCHASE CARD REPORT - JULY 2021**

The Sub Committee considered a report of the Chamberlain regarding the use of purchase cards by the CoLP and measures in place to minimise potential VAT losses.

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

None.

**18. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB-COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was one item of business.

**The meeting ended at 11.29 am**

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Chairman

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