

# City of London Corporation Committee Report

<b>Committee(s)</b>	<b>Dated:</b>
Finance Committee	29 April 2025
<b>Subject:</b> Appointments to Committees	<b>Public Report</b> For Decision
<b>This proposal:</b> <ul style="list-style-type: none"> <li>• provides business enabling functions</li> </ul>	
<b>Does this proposal require extra revenue and/or capital spending?</b>	No
<b>If so, how much?</b>	N/A
<b>What is the source of Funding?</b>	N/A
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	N/A
<b>Report of:</b>	The Town Clerk
<b>Report author:</b>	Ben Dunleavy, Governance and Member Services Manager

## Summary

The purpose of this report is to appoint the Finance Committee's Sub-Committee and Working Party for the 2025/26 civic year, approve their Compositions and Terms of Reference, and appoint representatives to several other City Corporation positions.

The arrangements for appointing Sub-Committee Chairs and Deputy Chairs has been changed as part of the Standing Orders changes approved by the Court in March 2025, with a subsequent impact on the appointment of the Chair and Deputy Chair of the Projects and Procurement Sub-Committee.

A revised terms of reference and composition for the Efficiency & Performance Working Party is also proposed.

The Committee is also asked to make appointments to other Grand Committees and Sub-Committees, and to note the positions of the Chairman and Deputy Chairman on several other Committees as set out in the report.

## Recommendations

Members are asked to:

- a) Agree the composition and Terms of Reference of the Projects and Procurement Sub-Committee, as set out in Appendix 1;
- b) Appoint two Members of the Finance Committee to the Projects and Procurement Sub-Committee;
- c) Elect a Chair for the Projects and Procurement Sub-Committee and note that the Deputy Chair of the Sub-Committee will be elected by the Sub-Committee at its first meeting;
- d) Note the appointment of the members of four other Committees to the Projects and Procurement Sub-Committee; a representative each from the Community and Children's Services Committee, the Digital Services Committee, the Police Authority Board and the Port Health and Environmental Services Committee;

- e) Agree the revised composition and Terms of Reference of the Efficiency and Performance Working Party, as set out in Appendix 2;
- f) Appoint four Members of the Committee to the Efficiency and Performance Working Party;
- g) agree the appointments of representatives to the following Committees and Sub-Committees:
  - i. Corporate Services Committee - one vacancy<sup>1</sup>
  - ii. Investment Committee – two vacancies
  - iii. Streets and Walkways Sub (Planning & Transportation) Committee - one vacancy;
- h) agree the appointments of representatives for informal consultation with the Court of Aldermen and the Policy and Resources Committee on Mayoralty and Shrievalty Allowances (this is conventionally the Chairman and the Deputy Chairman of the Finance Committee);
- i) Note that the Chairman and/or Deputy Chairman are appointed to, or serve as ex-officio Members on, the following Committees, and have nomination rights:
  - i. Audit and Risk Management Committee
  - ii. Digital Services Committee
  - iii. Investment Committee
  - iv. Capital Buildings Board
  - v. Civic Affairs Sub Committee
  - vi. Communications & Corporate Affairs Sub (Policy & Resources) Committee
  - vii. Resource, Risk & Estates (Police) Committee
  - viii. House Committee of the Guildhall Club;
- j) Note that the Chairman and/or Deputy Chairman are appointed to, or serve as ex-officio Members on, the following Committees, without nomination rights:
  - i. Policy & Resources Committee (ex-officio)
  - ii. Resource Allocation Sub (Policy and Resources) Committee
  - iii. Fraud and Cyber Crime Reporting and Analysis Service Procurement Committee;
- k) Note that the Chairman will be a Member of the Mayoral Visits Advisory Committee;
- l) agree that the Committee should meet no less than eight times a year.

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<sup>1</sup> The representative also sits on the Joint Consultative Committee and the Senior Remuneration Sub-Committee.

## **Main Report**

### **Background**

1. This report asks Members to consider arrangements for its Projects and Procurement Sub-Committee and Efficiency and Performance Working Party. It also details the representatives that the Committee is requested to appoint onto other City Corporation Committees or in other positions, or where the Chairman and Deputy Chairman sit on other Committees and can appoint representatives.

### **Projects and Procurement Sub-Committee**

2. In April 2024, the Finance Committee approved changes to the composition of the Sub-Committee, taking effect in May 2024, to reduce its size and include representation from those committees responsible for the largest procuring departments: the Community and Children's Services Committee, the Digital Services Committee, the Police Authority Board and the Port Health and Environmental Services Committee. It was also agreed that the Sub-Committee should include representation from the Committee or the wider Court to bring project experience to the Sub-Committee. Members noted that that the largest procuring departments were likely to fluctuate over time, and that this annual report could provide an opportunity to change which Committees were represented. The current Committees are felt to remain appropriate.
3. In March 2025, the Court of Common Council approved revisions to the Standing Orders including a change in the appointment mechanisms for Sub-Committee Chairs and Deputy Chairs. The role of Chair of a Sub-Committee is to be elected from and by the membership of the appointing Committee, which in the case of the Projects and Procurement Sub-Committee is the Finance Committee. The role of Deputy Chair of a Sub-Committee is to be determined from and by the membership of Sub-Committee itself, though this Member does not need to be a Member of the Appointing Committee. Further information on the new appointment processes can be found in Addendum 2a to the Standing Orders.
4. Members are asked to approve the Sub-Committee's terms of reference for the 2025/26 civic year, as set out in Appendix 1, and appoint Members accordingly.

### **Efficiency & Performance Working Party**

7. The Efficiency & Performance Working Party was formed from the Efficiency & Performance Sub-Committee in 2022 to continue that bodies work in scrutinising plans for efficiency and performance across all the City Corporation's departments and the City of London Police.
8. In Spring 2025, officers from the Chamberlain's and Town Clerk's Department have undertaken a desktop based review of the Working Party's terms of reference, with a view to clarifying the Working Party's responsibilities and elements of its composition.
9. Members are asked to approve the Working Party's terms of reference for the 2025/26 civic year, and appoint Members accordingly.

## **Representatives on other Committees**

### *Corporate Services Committee*

9. The Committee is responsible for personnel and establishment matters throughout the City of London, including negotiations with the recognised trade unions. In addition, it is the service committee for Town Clerk's Department and Comptroller and City Solicitor's Department. The Finance Committee appoints one representative, who also serves on the Joint Consultative Committee and the Senior Remuneration Sub-Committee. Steve Goodman served as the Finance Committee's representative for the 2024/25 civic year.

### *Investment Committee*

10. The Investment Committee is responsible for the strategic oversight and monitoring of the performance of the City Corporation's investments. The Finance Committee can appoint two representatives onto the Committee. As noted at paragraph 16, the Chairman or Deputy Chairman of the Finance Committee also serve in ex-officio positions (or can appoint a nominee from the Committee's membership). Shahnaz Bakht and Deputy Madush Gupta served as the Finance Committee's representatives for the 2024/25 civic year.

### *Streets and Walkways Sub (Planning & Transportation) Committee*

11. The Streets and Walkways Sub (Planning & Transportation) Committee responsible for agreeing schemes affecting the function and appearance of the City's highways and walkways. The Finance Committee appoints one representative, and Brendan Barns served in this position for the 2024/25 civic year.

### *Representatives for Consultation with the Court of Aldermen and Representatives of the Policy & Resources Committee on Mayoralty and Shrievalty Allowances*

12. This deputation is responsible for considering the allowance for expenses for the offices of the Lord Mayor and the Sheriffs for the coming year. The Finance Committee conventionally appoints the Chairman and the Deputy Chairman as representatives, and this was the case in the 2024/24 civic year.

## **Chairman's membership on other Committees**

13. The Chairman of the Finance Committee, and in some cases also the Deputy Chairman, serves on several other Committees. The Chairman is entitled to nominate other Members to serve in their place on the following:

### *Audit and Risk Management Committee*

14. The Audit and Risk Management Committee oversees the City of London Corporation's systems of internal control and makes recommendations to the Finance Committee relating to the approval of the Annual Statements of Accounts. The Chairman and Deputy Chairman of the Finance Committee serve as ex-officio Members on this Committee, and its composition was amended in April 2024 to allow them to appoint representatives. The Chairman appointed James St. John Davis to serve as his representative in 2024/25.

### *Digital Services Committee*

15. The Digital Services Committee is responsible for reviewing the objectives and needs for the provision of digital services at the City of London Corporation. The Chairman did not appoint a representative in 2024/45, while the Deputy Chairman took up his place.

### *Investment Committee*

16. The Chairman or Deputy Chairman has an ex-officio position on the Investment Committee, and can nominate a representative from the membership of the Finance Committee in their place. The Chairman took up his position in 2024/45.

### *Capital Buildings Board (Policy & Resources Committee)*

17. The Capital Buildings Board is responsible for the management and oversight of major capital building projects (i.e. those projects with an estimated budget of £100 million or more), together with other such projects which have been referred to it. The Chairman took up his place on the Board in 2024/25.

### *Civic Affairs Sub (Policy and Resources) Committee*

18. This sub-committee is responsible for hospitality, ceremonials, outside bodies, benefices, Member privileges and Member financial assistance. The Chairman took up his position in 2024/45.

### *Communications Sub Committee (Policy and Resources) Committee*

19. The Communications Sub Committee (Policy and Resources) Committee is responsible for reporting on all matters relating to the City Corporation's public relations, public affairs and communication activities. Alderwoman Elizabeth King served as the Chairman's nominee in 2024/45.

### *Resource, Risk and Estates Committee*

20. This sub-committee of the Police Authority Board is responsible for overseeing the City of London Police's financial and human resources, including scrutiny of its corporate risks. The Deputy Chairman served on this Committee in 2023/24.

### *House Committee of the Guildhall Club*

21. The House Committee of the Guildhall Club is not a Committee of the Court of Common Council, but serves as the managing body for the Guildhall Club. Deputy Randall Anderson served as the Chairman's nominee in 2024/45.

### *Other Committees*

22. The Chairman and Deputy Chairman also serve on the following Committees without the ability to nominate substitutes:
  - i. Policy and Resources Committee and one of its sub-committees
    - a. Resource Allocation Sub (Policy and Resources) Committee (the Chairman of the Finance Committee is the Deputy Chairman of this sub-committee)

- ii. Fraud and Cyber Crime Reporting and Analysis Service Procurement Committee
- iii. Mayoral Visits Advisory Committee (Chairman only)

### **Frequency of meetings**

22. The Committee is also required to review the frequency of its meetings on an annual basis. The Committee approved in May 2024 that it should meet no less than eight times a year, and it is proposed that this arrangement continues.

### **Conclusion**

23. Members are asked to consider the various appointments made by the Finance Committee.

### **Appendices**

**Appendix 1** – Terms of Reference of the Projects and Procurement Sub-Committee.

**Appendix 2** – Terms of Reference of the Efficiency and Performance Working Party

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