

Policy & Resources Committee	
Meeting Date	11 June 2025
Report Title	Financial Management System Annual Donation
EMT Lead	Lisa Fillery
Head of Service	Claire Stanbury
Lead Officer	Claire Stanbury
Classification	Open
Recommendations	<ol style="list-style-type: none"> 1. That the financial system provider's annual social value donation of £10,000 is given to the locally based Mayor's charity/charities each year. 2. That the Mayor receiving the donation is the Mayor of Swale at the start of each contract year from March 2025.

1 Purpose of Report and Executive Summary

- 1.1 The new contract for the financial management system comes with an annual charitable donation of £10,000. The purpose of this report is to agree how that donation will be used.
- 1.2 Options have been considered, and the recommendation is that the donation is given to the Mayor's charity each year, to be shared amongst the local charities chosen by the Mayor.
- 1.3 Although the Mayor has now changed, it is recommended that the donation is made to the Mayor who is in place at the start of each contract year, with the first contract year starting on 31 March 2025.

2 Background

- 2.1 In March 2025 the Policy and Resources Committee agreed the award of the new financial management system contract. As part of the social value of the contract, the winning bidder will provide an annual donation of £10,000 at the start of each contract year, to be passed to a charity or charities that will benefit the local people of Swale.
- 2.2 A decision is needed from members on how this donation will be used, which is the purpose of this report.
- 2.3 As stated in paragraph 2.1, the donation should be to a charitable organisation that will benefit the local people of Swale. This could be a donation to one charity each year, or to multiple charities, and the charities do not need to be the same each year.

- 2.4 The donation could be used to fund charities who provide services that support the work of the council. Alternatively, this donation could be made to the local charities supported by the Mayor which would be in keeping with the Constitution section 42 para 49 of the Officer code of conduct *Any firm or individual who wishes to make a gesture of goodwill to the Council or its Officers should be redirected to the Mayor's Charity Fund.*
- 2.5 If the donation is to be made to the Mayor's charities, then members also need to decide which Mayor benefits from the year 1 donation. The contract year started in March 2025, at which time Councillor Ben Martin was Mayor. As the donation is payable at the start of each contract year, officers recommend that the donation is made to the Mayor at that time. This will align the contract period and the annual payments with the mayor that was sitting when the first payment was received.
- 2.6 The year 2 donation will go to the charities for Councillor Karen Watson and subsequent donations will follow that course.
- 2.7 As the donation is intended to benefit the people of the district, it is also recommended that the donations are made to only the local charities supported by the Mayor in their year of office. If the Mayor has a national charity amongst those supported, officers recommend that the national charity is excluded.

3 Proposals

- 3.1 The committee is requested to approve the proposal that the annual social value donation is given to the Mayor's charity each year, to be distributed to local charities nominated by the Mayor for their year.
- 3.2 That the donation is made to the Mayor's charity for the Mayor sitting at the start of each contract year from March 2025.

4 Alternative Options Considered and Rejected

- 4.1 Give the year 1 donation to the current Mayor, and then the Mayor in place at the start of each contract year. This option is not recommended as it means that the current Mayor will receive two donations, and all following Mayors will just receive one.
- 4.2 Give the year 1 donation to the current Mayor, and each subsequent donation to the Mayor of the following civic year. This is not recommended, as the payment cycles will not align with the mayoral civic year..
- 4.3 Give the donation to an alternative charity, to be decided by members. This could be one charity for the duration of the contract, or a new charity chosen each year. Officers felt that the alignment with the Mayor's charities is in keeping with the constitution, and removes any political alignment issues.

5 Consultation Undertaken or Proposed

- 5.1 Officers discussed this with the Leader's Briefing, and it was felt that passing the donation to the Mayor's charity meant there was no political bias, and would allow a range of charities to benefit over the life of the contract.

6 Implications

Issue	Implications
Corporate Plan	Depending on the charity(ies) chosen, the use of the donation could align to many of the corporate plan priorities.
Financial, Resource and Property	There are no direct financial implications for the council, and no property implications. Giving the donation to the Mayor's charity(ies) each year is the least administratively burdensome option, and so makes the best use of resources.
Legal, Statutory and Procurement	None identified at this stage.
Crime and Disorder	None identified at this stage.
Environment and Climate/Ecological Emergency	None identified at this stage.
Health and Wellbeing	None identified at this stage.
Safeguarding of Children, Young People and Vulnerable Adults	None identified at this stage.
Risk Management and Health and Safety	None identified at this stage.
Equality and Diversity	None identified at this stage.
Privacy and Data Protection	None identified at this stage.

7 Appendices

- 7.1 The following documents are to be published with this report and form part of the report:
- None

8 Background Papers

- Policy & Resources Committee Agenda and Minutes 26 March 2025