



Guildhall Improvement Committee

Date: THURSDAY, 26 JUNE 2014
Time: 1.45pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members: Randall Anderson
Mark Boleat (Ex-Officio Member)
Roger Chadwick (Ex-Officio Member)
Jeremy Mayhew (Ex-Officio Member)
Deputy Catherine McGuinness (Ex-Officio Member)
Sir Michael Snyder
(Representative of the Planning and Transportation Committee to be confirmed)

Enquiries: Jacqui Daniels tel. no.: 020 7332 1480
jacqui.daniels@cityoflondon.gov.uk

Lunch will be served in Guildhall Club at 1PM

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA.**
3. **ORDER OF THE COURT OF COMMON COUNCIL**
Order of the Court of Common Council, 1 May 2014, appointing the Committee and approving the Committee's Terms of Reference.

For Information
(Pages 1 - 2)
4. **ELECTION OF CHAIRMAN**
To elect a Chairman in accordance with Standing Order No. 29.
5. **ELECTION OF DEPUTY CHAIRMAN**
To elect a Deputy Chairman in accordance with Standing Order No. 30.
6. **MINUTES**
To agree the public minutes of the meeting held on 28 March 2014.

For Decision
(Pages 3 - 4)
7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE.**
8. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT.**
9. **EXCLUSION OF THE PUBLIC**
MOTION – 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 that they involve the likely disclosure of exempt information as defined in Part 1 of schedule 12A of the Local Government Act.

Part 2 – Non-Public Agenda

10. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 28 March 2014.

For Decision
(Pages 5 - 8)

11. **PROGRESS OF GUILDHALL IMPROVEMENT PROJECT - UPDATE**
Report of the Chamberlain.

For Decision
(Pages 9 - 14)
12. **PROJECT DIRECTOR'S REPORT**
A report of the Project Director – As with previous reports, items to note or for decision will be highlighted in ***bold italic***.

For Information
(Pages 15 - 26)
13. **ACTION TAKEN UNDER DELEGATED AUTHORITY**
Report of the Town Clerk.

For Information
(Pages 27 - 30)
14. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILE THE PUBLIC ARE EXCLUDED**

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WOOLF, Mayor	RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 1st May 2014, doth hereby appoint the following Committee until the first meeting of the Court in April, 2015.
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GUILDHALL IMPROVEMENT COMMITTEE

1. A Non-Ward Committee consisting of,
 - the Chairman and a Deputy Chairman of the Policy & Resources Committee
 - the Chairman and Deputy Chairman of the Finance Committee
 - the Chairman of the Planning & Transportation Committee or his/her representative
 - a representative of the Corporate Asset Sub-Committee
 - Sir Michael Snyder, Deputy
2. **Quorum**
The quorum consists of any three Members.
3. **Membership 2014/15**
The ex-officio Members referred to in paragraph 1 above, together with Deputy Sir Michael Snyder.
4. **Terms of Reference**
In respect of the project to refurbish the North Wing, West Wing, Old Library, Old Museum and Justice Rooms of the Guildhall Complex, to be responsible for:-
 - (i) overall direction;
 - (ii) review of progress;
 - (iii) decisions on significant option development and key policy choices.

Barradell

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GUILDHALL IMPROVEMENT COMMITTEE Friday, 28 March 2014

Minutes of the meeting of the Guildhall Improvement Committee held in a Committee Room, 2nd Floor West Wing, Guildhall on Friday, 28 March 2014 at 12.00 pm

Present

Members:

Sir Michael Snyder, Chairman
Roger Chadwick (Ex-Officio Member)
Deputy Catherine McGuinness (Ex-Officio Member)

Officers:

Jacqui Daniels	- Town Clerk's Department
Chris Bilsland	- Chamberlain
Kate Limna	- Chamberlain's Department
Richard Litherland	- City Surveyor's Department
Richard Jeffrey	- Comptroller & City Solicitor's Department

Also Present:

Alan Moore, Project Director	- Trench Farrow
Mike Doyle	- TP Bennett

1. APOLOGIES

Apologies for absence were received from Roger Chadwick, Deputy John Owen-Ward and Jeremy Mayhew.

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

There were no declarations.

3. MINUTES

The public minutes and non-public summary of the meeting held on 5 November 2013 were approved as a correct record.

4. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE.

There were no questions.

5. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT.

There were no items.

6. **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 that they involve the likely disclosure of exempt information as defined in Part1 of Schedule 12A of the Local Government Act as follows:-

Item No	Exemption Paragraph
7 – 10	3

7. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 5 November 2013 were approved as a correct record.

8. **PROGRESS OF GUILDHALL IMPROVEMENT PROJECT RELATED WORKS BEING UNDERTAKEN BY THE CITY SURVEYOR - UPDATE**

A report of the City Surveyor was considered and its contents were noted.

9. **PROJECT DIRECTOR'S REPORT**

A report of the Project Director was noted.

10. **MAIN CONTRACT DISPUTES STRATEGY**

A joint report of the Chamberlain and the Comptroller and City Solicitor was approved.

11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILE THE PUBLIC ARE EXCLUDED**

It was noted that the next meeting of the Committee would be held at 12 noon on 26 June 2014.

The Committee expressed their appreciation of the work on the project of Chris Bilsland, the Chamberlain, as he retired from the Corporation and it was agreed that a dinner should be held at the conclusion of the project.

The meeting ended at 12.40pm

Chairman

Contact Officer: Jacqui Daniels
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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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