



## Capital Buildings Committee

**Date:** THURSDAY, 4 OCTOBER 2018  
**Time:** 9.30 am  
**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

**Members:** Sir Michael Snyder (Chairman)  
Deputy Edward Lord (Deputy Chairman)  
Douglas Barrow  
Peter Bennett  
Deputy Keith Bottomley  
Alderman Alison Gowman  
Christopher Hayward  
Deputy Jamie Ingham Clark  
Alderman Ian Luder  
Jeremy Mayhew  
Deputy Catherine McGuinness  
Deputy James Thomson  
Alderman Sir David Wootton

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**NB: Part of this meeting could be the subject of audio or video recording**

**John Barradell**  
Town Clerk and Chief Executive

## **AGENDA**

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**  
To agree the public minutes and summary of the meeting held on 4 July 2018.  
**For Decision**  
(Pages 1 - 4)
4. **OUTSTANDING ACTIONS**  
Report of the Town Clerk.  
**For Information**  
(Pages 5 - 6)
5. **POLICE ACCOMMODATION WORKING PARTY: TERMS OF REFERENCE**  
Report of the Town Clerk.  
**For Information**  
(Pages 7 - 8)
6. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
7. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
8. **EXCLUSION OF THE PUBLIC**  
MOTION – That under Section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following items, 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.  
**For Decision**
9. **NON-PUBLIC MINUTES**  
To agree the non-public minutes of the meeting held on 4 July 2018.  
**For Decision**  
(Pages 9 - 12)
10. **FLEET STREET ESTATE: PROGRESS UPDATE**  
Report of the City Surveyor.  
**For Decision**  
(Pages 13 - 24)
11. **WOOD STREET POLICE STATION**  
Report of the City Surveyor (TO FOLLOW).  
**For Decision**
12. **MUSEUM OF LONDON RELOCATION UPDATE**  
Report of the Town Clerk.  
**For Information**  
(Pages 25 - 36)

13. **REPORT OF ACTION TAKEN UNDER URGENCY PROCEDURES OR DELEGATED AUTHORITY**

Report of the Town Clerk.

**For Decision**  
(Pages 37 - 40)

14. **NON-PUBLIC 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 WHILST THE PUBLIC ARE EXCLUDED**

16. **FORTHCOMING MEETING DATES**

- Thursday 4 October 2018 @ 9.30 am
- Wednesday 9 January 2019 @ 11.00 am
- Thursday 21 March 2019 @ 10.30 am
- Tuesday 7 May 2019 @ 11.00 am
- Wednesday 3 July 2019 @ 11.30 am
- Tuesday 1 October 2019 @ 1.45 pm
- Wednesday 4 December 2019 @ 1.45 pm
- Wednesday 15 January 2020 @ 11.00 am
- Wednesday 18 March 2020 @ 11.00 am
- Wednesday 13 May 2020 @ 11.00 am
- Wednesday 15 July 2020 @ 11.00 am
- Wednesday 9 September 2020 @ 11.00 am
- Wednesday 11 November 2020 @ 11.00 am

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## CAPITAL BUILDINGS COMMITTEE

Wednesday, 4 July 2018

**Minutes of the meeting of the Capital Buildings Committee held at the Guildhall EC2 at 11.30 am**

### **Present**

#### **Members:**

Sir Michael Snyder (Chairman)	Christopher Hayward
Deputy Edward Lord (Deputy Chairman)	Deputy Keith Bottomley
Deputy Douglas Barrow	Alderman Alison Gowman
Peter Bennett	

#### **Officers:**

Peter Lisle	- Assistant Town Clerk & Culture Mile Director
Greg Moore	- Town Clerk's Department
Peter Kane	- Chamberlain
Philip Gregory	- Chamberlain's Department
Mona Lewis	- Chamberlain's Department
Chris Roberts	- Chamberlain's Department
Peter O'Doherty	- Temporary Commander, City of London Police
Rachel Vipond	- City of London Police
Paul Wilkinson	- City Surveyor
Nicholas Gill	- City Surveyor's Department
Ola Obadara	- City Surveyor's Department
Simon Rilot	- City Surveyor's Department
Peter Young	- City Surveyor's Department

#### **1. APOLOGIES**

Apologies for absence were received from Deputy Jamie Ingham Clark, Alderman Ian Luder, Jeremy Mayhew, Deputy Catherine McGuinness, Deputy James Thomson, and Alderman Sir David Wootton.

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

There were none.

#### **3. MINUTES**

The public minutes and summary of the meeting held on 1 May 2018 were agreed as an accurate record.

#### **4. OUTSTANDING ACTIONS**

The Committee noted the outstanding actions schedule and the updates provided in respect of each item.

RESOLVED: That the report be received and its content noted.

5. **PROJECT APPRAISAL AND OPPORTUNITY COSTS**

The Committee received a report of the Chamberlain providing information related to the project appraisal and opportunity cost analysis.

The Chairman noted that the Gateway Approvals process was not relevant to the work of this Committee and observed that the strategic case for the project was one which had been made by Policy & Resources and would be for the Court to determine.

RESOLVED: That the report be received and its content noted.

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

There were no questions.

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

There were no urgent items.

8. **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 following items on the grounds that they involve the likely disclosure of exempt information as defined by Part I of Schedule 12A of the Local Government Act.

9. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 1 May 2018 were approved as an accurate record.

10. **PROJECT APPRAISAL AND OPPORTUNITY COST: NON-PUBLIC APPENDIX**

The Committee received a non-public appendix which detailed the opportunity costs associated with the proposed Fleet Street Estate project.

11. **POLICE ACCOMMODATION STRATEGY: DECANT UPDATE**

The Committee received a report of the City Surveyor which provided an update in respect of the decant activities associated with the Police Accommodation Strategy.

12. **FLEET STREET ESTATE: PROGRESS UPDATE**

The Committee considered and approved a report of the City Surveyor which provided an update on progress with the Fleet Street Estate project and sought delegated authority for aspects of work to take place over the summer recess.

13. **OUTLINE DISPOSAL STRATEGIES**

The Committee received a report of the City Surveyor which presented outline disposal strategies in respect of the various buildings associated with the project.

**14. REQUEST FOR DELEGATED AUTHORITY: CITY OF LONDON POLICE INTERIM PARKING ACCOMMODATION**

The Committee considered and approved a report of the City Surveyor which sought delegated authority in relation to interim car parking accommodation arrangements for the City of London Police.

**15. REPORT OF URGENT ACTION TAKEN**

The Committee received a report of the Town Clerk advising of one action taken under urgency procedures, relative to fire compartmentalisation works.

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

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

There were no urgent items.

**The meeting closed at 12.55 pm**

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Chairman

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**CAPITAL BUILDINGS COMMITTEE  
OUTSTANDING ACTIONS LIST**

No.	Action	Officer Responsible	Status
1.	<b>Programme Budget Envelope:</b> Town Clerk to produce report seeking approval for programme budget envelope from Policy & Resources and Court of Common Council.	Town Clerk	Complete – approved 19 July 2018.
2.	<b>Wood Street:</b> Works in relation to meeting planning conditions, linked to disposal, to be clarified.	City Surveyor	Report concerning Wood Street due to be considered at 4 October 2018 meeting.
3.	<b>Project Governance:</b> Members urged that thought be given to ensuring appropriate resource was in place across all relevant City Corporation departments to facilitate progress as expeditiously as possible, particularly in relation to legal and financial support.	Chamberlain / City Surveyor	Additional resource has now been procured within Chamberlain's department.  City Surveyor to update orally on PMO support.
6.	<b>Planning Permissions (Fleet St Site):</b> Officers to ensure close and ongoing dialogue with City planners to avoid the risk of any misunderstandings in relation to intended development.	City Surveyor	Ongoing instruction to officers.
7.	<b>Fire Compartmentalisation:</b> Legal advice to be sought in respect of issue raised in non-public session on 1 May 2018 and further explored in July 2018.	City Surveyor	Comptroller & City Solicitor to update orally in non-public session.

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<b>Committee:</b> Capital Buildings Committee	<b>Date:</b> 4 October 2018
<b>Subject:</b> Police Accommodation Working Party – Terms of Reference	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Information</b>
<b>Report Author:</b> George Fraser, Committee and Members Services Officer	

## Summary

The Police Committee recently created a Police Accommodation Working Party, intended to act as an informal platform for Members to be updated on key issues surrounding the Police Accommodation programme.

The Police Committee subsequently requested that the Capital Buildings Committee, amongst others, be sighted on that Working Party's agreed terms of reference, in view of the Capital Buildings Committee's roles and responsibilities in relation to the Police Accommodation programme.

## Recommendation

Members are recommended to note the report.

## Main Report

1. At its meeting on 12 July 2018, the Police Committee agreed to delegate authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to create a Police Accommodation Working Party.
2. The Working Party is intended provide an informal platform for Members to be updated on key issues surrounding the Police Accommodation Programme. Its amended terms of reference were formally agreed by the Police Committee following its first meeting on 20 September 2018, as follows:

### *i. Constitution*

*A working party of the Police Committee, consisting of:*

- a. Chairman and Deputy Chairman of the Police Committee;*
- b. Police Committee Members who are also Members of the Capital Buildings Committee;*
- c. Commissioner of the City of London Police;*
- d. City Surveyor (or nominated deputy);*
- e. Chamberlain (or nominated deputy);*
- f. Town Clerk (or nominated deputy);*
- g. Police Accommodation Programme Director (City of London Police);*

*h. Director of Estates and Support Services (City of London Police)*

**ii. Quorum**

*The quorum consists of any five members.*

**iii. Frequency of Meetings**

*The working party is proposed to meet initially on a monthly basis before moving to bimonthly as agreed appropriate by its members.*

**iv. Terms of Reference**

*To be responsible for:*

- a. Reviewing the requirements proposed by the Force for the new police station;*
- b. Reviewing the requirements proposed by the Force for the different strands of the decant;*
- c. Challenging the requirements to ensure that they are sufficient to meet the current and future needs of the Force, while representing value for money; and*
- d. Defining the Force requirements for sign-off by the Police Committee prior to submission to the Capital Buildings Committee.*
- e. Ensuring that the Capital Buildings committee is fully informed of the dependencies and that these are reflected in the overall accommodation programme.*
- f. Ensuring that the disposal strategy does not compromise operational requirements and that contingencies are appropriately considered.*

**Recommendation**

3. Members are recommended to note the report.

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