



## Capital Buildings Committee

**Date:** WEDNESDAY, 9 SEPTEMBER 2020

**Time:** 11.00 am

**Venue:** MICROSOFT TEAMS

**Members:** Sir Michael Snyder  
Deputy Edward Lord  
Peter Bennett  
Deputy Keith Bottomley  
Alderman Alison Gowman  
Sheriff Christopher Hayward  
Alderman Ian Luder  
Deputy James Thomson (Ex-Officio Member)  
Douglas Barrow (Ex-Officio Member)  
Jeremy Mayhew (Ex-Officio Member)  
Deputy Jamie Ingham Clark (Ex-Officio Member)  
Deputy Catherine McGuinness (Ex-Officio Member)  
Alderman Sir David Wootton (Ex-Officio Member)  
David Brooks Wilson  
Oliver Sells QC

**Enquiries:** **Alistair MacLellan**  
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### Accessing the virtual public meeting

Members of the public can observe this virtual public meeting at the below link:

[https://youtu.be/\\_okTM99X-KI](https://youtu.be/_okTM99X-KI)

This meeting will be a virtual meeting and therefore will not take place in a physical location following regulations made under Section 78 of the Coronavirus Act 2020. A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

**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. **COURT ORDER 2020**  
To receive the Order of the Court of Common Council dated 16 July 2020, appointing the Committee and setting its terms of reference for the coming year.  

**For Information**  
(Pages 1 - 2)
4. **ELECTION OF CHAIRMAN**  
To elect a Chairman in line with Standing Order 29.  

**For Decision**
5. **ELECTION OF DEPUTY CHAIRMAN**  
To elect a Deputy Chairman in line with Standing Order 30.  

**For Decision**
6. **MINUTES**  
To agree the public minutes and non-public summary of the meeting held on 15 July 2020.  

**For Decision**  
(Pages 3 - 6)
7. **OUTSTANDING ACTIONS**  
Report of the Town Clerk.  

**For Information**  
(Pages 7 - 8)
8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
10. **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**

11. **NON-PUBLIC MINUTES**  
To agree the non-public minutes of the meeting held on 15 July 2020.  

**For Decision**  
(Pages 9 - 14)
12. **PRESENTATION - ERIC PARRY ARCHITECTS**  

**For Information**
13. **FLEET STREET ESTATE - RIBA STAGE 3 PROGRESS REPORT**  
Report of the City Surveyor.  

**For Decision**  
(Pages 15 - 28)
14. **BARKING REACH POWER STATION - SITE REMEDIATION PROJECT UPDATE & REQUEST FOR DELEGATED AUTHORITY**  
Report of the City Surveyor.  

**For Decision**  
(Pages 29 - 32)
15. **MUSEUM OF LONDON RELOCATION PROGRAMME UPDATE**  
Report of the City Surveyor.  

**For Decision**  
(Pages 33 - 48)
16. **REPORT ON ACTION TAKEN**  
Report of the Town Clerk.  

**For Information**  
(Pages 49 - 50)
17. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
18. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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RUSSELL, Mayor	<b>RESOLVED:</b> That the Court of Common Council holden in the Guildhall of the City of London on Thursday 16 <sup>th</sup> July 2020, doth hereby appoint the following Committee until the first meeting of the Court in April, 2021.
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## CAPITAL BUILDINGS COMMITTEE

### 1. **Constitution**

A Non-Ward Committee consisting of,

- Five Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- Two Members appointed by the Policy & Resources Committee
- The Chairman and Deputy or a Vice Chairman of the Policy & Resources Committee (ex-officio)
- The Chairman and Deputy Chairman of the Finance Committee (ex-officio)
- The Chairmen and Deputy Chairmen of those service committees which will become responsible for completed capital building projects, or their nominees (ex-officio)\*
- The Chairman of the General Purposes Committee of Aldermen (ex-officio)

*\* Such Chairmen and Deputy Chairmen (or their nominees) to become ex-officio Members of the Committee upon the Court of Common Council giving its approval in principle for the project to proceed, with their membership to cease upon the new building being handed over to their Committee.*

Together with up to two non-City of London Corporation Members and a further two Court of Common Council Members with appropriate experience, skills or knowledge.

### 2. **Quorum**

The quorum consists of any five Members.

### 3. **Membership 2020/21**

Elected by the Court of Common Council:-

- 3 (3) Edward Lord, O.B.E., J.P., Deputy *for three years*
- 3 (3) Christopher Michael Hayward, Sheriff
- 3 (3) Sir Michael Snyder, Deputy
- 3 (2) Ian David Luder, J.P., Alderman
- 3 (1) Alison Gowman, Alderman

together with:-

up to two non-City of London Corporation Members:

- David Brooks Wilson (*for a term expiring January 2021*)

up to two co-opted Members of Common Council:

- Oliver Sells, Q.C. (*for a term expiring March 2021*)

two Members to be appointed by the Policy & Resources Committee, and

the several ex-officio Members referred to in paragraph 1 above.

### 4. **Terms of Reference**

In respect of major capital building projects<sup>†</sup> which have been approved in principle by the Court of Common Council, to be responsible for (without recourse to any other Committee):-

- (a) overall direction and co-ordination;
- (b) financial control and variances within the overall approved budget for the project;
- (c) review of progress;
- (d) decisions on significant option development and key policy choices; and
- (e) decisions in relation to the acquisition and disposal of properties related to the project, including disposal or alternative use of current operational properties to be vacated on completion of the project. Such properties, upon the approval of the capital building project, shall sit outside of the normal Standing Orders (53-60) governing acquisitions and disposals.<sup>‡</sup>

<sup>†</sup> Defined as projects for new or substantially refurbished buildings or associated preparatory works and enabling projects with an estimated budget of £100 million or more, or which have been otherwise referred to the Committee.

<sup>‡</sup> Such transactions shall therefore not require the additional approvals of the Property Investment Board, Corporate Asset Sub-Committee, Finance Committee, and Court of Common Council. However, the Policy & Resources Committee shall reserve the right to retain ultimate decision-making powers in respect of properties where the disposal is considered to have significant strategic or policy implications.

**Notes:**

- (i) *Membership of this Committee shall not count towards the limit on the number of committees on which a Member may serve contained in Standing Order 22 and its Chairman shall be eligible to be Chairman of another Committee (Ward or non-Ward) at the same time, pursuant to the provisions of Standing Order 29 (3).*
- (ii) *The Chairman and Deputy/Vice-Chairmen of the Policy & Resources and Finance Committees shall have the power to vote in the election of Chairman and Deputy Chairman.*
- (iii) *Whilst the Committee will need to have dealings with external parties relevant to the buildings concerned in projects for which the Committee is responsible, ownership and custody of these relationships shall rest with the relevant service committee and the Capital Buildings Committee shall act in accordance with this.*

## CAPITAL BUILDINGS COMMITTEE

Wednesday, 15 July 2020

**Minutes of the meeting of the Capital Buildings Committee held on Microsoft Teams at 9.30 am**

### **Present**

#### **Members:**

Sir Michael Snyder (Chairman)	Deputy Edward Lord (Deputy Chair)
Douglas Barrow	Peter Bennett
Sheriff Christopher Hayward	Deputy Keith Bottomley
Deputy Jamie Ingham Clark	Alderman Sir David Wootton
Jeremy Mayhew	David Brooks Wilson
Deputy Catherine McGuinness	Oliver Sells QC

#### **Officers:**

Peter Lisley	- Assistant Town Clerk & Director of Major Projects
Greg Moore	- Town Clerk's Department
Rebecca Muscat	- Town Clerk's Department
Matt Pitt	- Town Clerk's Department
Shani Baron-Annand	- Town Clerk's Department
Alistair MacLellan	- Town Clerk's Department
Julie Smith	- Chamberlain's Department
Nicholas Richmond-Smith	- Chamberlain's Department
Bukola Soyombo	- Chamberlain's Department
Paul Wilkinson	- City Surveyor
Ola Obadara	- City Surveyor's Department
Mark Lowman	- City Surveyor's Department
Tim Cutter	- City Surveyor's Department / Avison Young
Cecilie Booth	- Chief Operating Officer and Chief Finance Officer (City of London Police)
Martin O'Regan	- Director of Estates and Support Services (City of London Police)

#### **1. APOLOGIES**

Apologies were received from Alderman Alison Gowman, Alderman Ian Luder and Deputy James Thomson.

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

David Brooks Wilson's standing declaration was noted in respect of all matters concerning Arcadis, Arups, Belsize Architects, and Keltbray, as an advisor to those companies.

3. **MINUTES**  
**RESOLVED**, that the public minutes and non-public summary of the meeting held on 13 May 2020 be approved as a correct record.
4. **OUTSTANDING ACTIONS**  
Members considered a report of the Town Clerk detailing outstanding actions.  
  
**RESOLVED**, that the report be received.
5. **RESOLUTION - PERFORMANCE BONDS AND PARENT COMPANY GUARANTEES**  
Members considered a resolution of the Projects Sub-Committee regarding Performance Bonds and Parent Company Guarantees and the following points were made.
  - The Chairman welcomed the points raised within the resolution and noted that they were being reviewed by officers in City Procurement.
  - A Member noted that he was satisfied with the City's position on Parent Company Guarantees but felt that Performance Bonds should be given further consideration given the impact of COVID-19 on the construction sector.  
**RESOLVED**, that the resolution be 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 was no other business.
8. **EXCLUSION OF THE PUBLIC**  
**RESOLVED**, that under Section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.
9. **NON-PUBLIC MINUTES**  
**RESOLVED**, that the non-public minutes of the meeting held on 13 May 2020 be approved.
10. **MUSEUM OF LONDON RELOCATION PROGRAMME: UPDATE**  
Members considered an update report of the City Surveyor regarding the Museum of London Relocation Programme.
11. **FLEET STREET ESTATE - RIBA STAGE 3 PROGRESS REPORT**  
Members considered a report of the City Surveyor regarding the Fleet Street Estate – RIBA Stage 3 Progress.



12. **POLICE ACCOMMODATION STRATEGY: PHASE 3G MOUNTED UNIT**  
The Town Clerk noted that this report had been withdrawn.
13. **BARKING REACH POWER STATION - DEMOLITION / REMEDIATION OF REDUNDANT INFRASTRUCTURE**  
Members considered a report of the City Surveyor regarding Barking Reach Power Station – Demolition / Remediation of Redundant Infrastructure.
14. **REPORT ON ACTION TAKEN**  
Members considered a report of the Town Clerk regarding action taken since the last meeting.
15. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**  
There were no non-public questions.
16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
There was no other business.

**The meeting closed at 10.20 am**

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Chairman

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**CAPITAL BUILDINGS COMMITTEE  
OUTSTANDING ACTIONS LIST**

<b>Action Number</b>	<b>Date</b>	<b>Action</b>	<b>Responsible Office</b>	<b>Status</b>
1.	1 May 2018	<b>Planning Permissions (Fleet Street 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.
2.	N/A	<b>Museum and Enabling projects</b> (i) Chairman / Deputy Chair to be advised when end-date for planning application to be considered expired.  (ii) Further detail to be provided concerning level of Poultry Market floor.	City Surveyor  City Surveyor	In progress.  In progress.
3.	1 October 2019	<b>Barking Reach Site Remediation</b> Asset sales to be pursued under delegated authority.	City Surveyor	In progress – some sales completed.
4.	13 May 2020	<b>Fleet Street Estate</b> Outline of scheme to be shared with wider Court of Common Council close to planning application stage.	City Surveyor	In progress
1/2020/NP	15 July 2020	<b>Museum of London</b> Note on definition of ‘budget allocation’ at Appendix 3 to be circulated outside of the meeting.	Chamberlain / Town Clerk	Completed – definition circulated alongside September 2020 agenda pack
2/2020/NP	15 July 2020	<b>Museum of London</b> Authority delegated to Town Clerk to consider a report regarding proposed works to Vaults and Ground Floor Areas of the Poultry Market.	City Surveyor / Town Clerk	Not yet exercised (as at 1 September 2020)

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