



Guildhall Improvement Committee

Date: THURSDAY, 6 SEPTEMBER 2012
Time: 3.00pm
Venue: COMMITTEE ROOMS, WEST WING, GUILDHALL

Members: Deputy Sir Michael Snyder (Chairman) Stuart Fraser
Mark Boleat (Deputy Chairman) Deputy John Owen-Ward
Ray Catt Alderman Simon Walsh
Roger Chadwick

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

Chris Duffield
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**

2. **DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**

3. **MINUTES OF PREVIOUS MEETING**

To agree the public minutes and summary of the meeting held on 28 June 2012 (copy attached).

For Decision
(Pages 1 - 4)

4. **DATES OF FUTURE MEETINGS**

To note dates of future meetings:-

Wednesday 12 December 2012 at 3pm;
Wednesday 26 June 2013 at 1.45pm;
Thursday 5 September 2013 at 1.45pm; and
Wednesday 4 December 2013 at 1.45pm.

For Information

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

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

7. **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 Part1 of schedule 12A of the Local Government Act as follows:-

Item No	Exemption Paragraph
8-11	3

Part 2 – Non-Public Agenda

8. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 28 June 2012 (copy attached).

For Decision
(Pages 5 - 8)

9. **PROGRESS OF GUILDHALL IMPROVEMENT PROJECT RELATED WORKS BEING UNDERTAKEN BY THE CITY SURVEYOR - UPDATE**
Report of the City Surveyor (copy attached).

For Information
(Pages 9 - 14)

10. **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*** (separately circulated).

For Decision/Information
(Pages 15 - 32)

11. **MAIN CONTRACT DISPUTES STRATEGY**
Joint report of the Chamberlain and the Comptroller and City Solicitor (copy attached).

For Decision
(Pages 33 - 36)

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

13. **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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GUILDHALL IMPROVEMENT COMMITTEE

THURSDAY 28 JUNE 2012

Minutes of the meeting of the GUILDHALL IMPROVEMENT COMMITTEE held at Guildhall, EC2 on THURSDAY 28 JUNE 2012 at 3.00pm.

Present

Members:

Ray Catt
Deputy John Owen-Ward
Deputy Sir Michael Snyder

Officers:

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

Also Present:

Alan Moore, Project Director	- Trench Farrow
Graham Grabski	- Northcroft
Steve Atkinson	- Northcroft
Mike Doyle	- TP Bennett
An External Legal Adviser	

(Deputy John Owen-Ward in the Chair)

1. APOLOGIES

Apologies for absence were received from Mark Boleat, Roger Chadwick, Stuart Fraser and Alderman Simon Walsh

2. DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING

There were no declarations.

3. MINUTES

The public minutes and summary of the meeting held on 29 March 2012 were approved.

4. ORDER OF THE COURT OF COMMON COUNCIL

The Order of the Court of Common Council, 19 April 2012 appointing the Committee and approving its Terms of Reference was received.

5. ELECTION OF CHAIRMAN

Members proceeded to elect a Chairman in accordance with Standing Order No. 29. A list of Members eligible to serve was read by the Town Clerk and one Member, Deputy Sir Michael Snyder, expressed his willingness to serve.

RESOLVED – That Deputy Sir Michael Snyder be elected Chairman of the Committee for the ensuing year.

Whereupon, Deputy Sir Michael Snyder took the Chair.

6. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30. A list of Members eligible to serve was read by the Town Clerk and reported that, in his absence one Member, Mark Boleat, had expressed his willingness to serve.

RESOLVED – That Mark Boleat be elected Deputy Chairman of the Committee for the ensuing year.

7. **REVIEW OF THE GOVERNANCE ARRANGEMENTS IMPLEMENTED IN 2011**

The Committee considered a report of the Town Clerk (on behalf of the Post Implementation Governance Review Working Party) concerning a post-implementation review of the revised governance arrangements after twelve months of their operation; seeking comments, if any, from each Committee on the impact that the revised arrangements on the operation of the Committee.

RESOLVED - That no comment be made on the review of the governance arrangements implemented in 2011.

8. **QUESTIONS**

There were no questions.

9. **URGENT ITEMS**

There were no urgent items.

10. **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 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:-

Item No.	Exemption Paragraph/s
11 - 14	3

SUMMARY OF MATTERS CONSIDERED WITH THE PUBLIC EXCLUDED

11. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 29 March 2012 were approved.

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

A report of the City Surveyor was received.

13. **PROJECT DIRECTOR'S REPORT**

A Report of the Project Director was received.

14. **MAIN CONTRACT DISPUTES STRATEGY**

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

15. **QUESTIONS**

There were no questions.

16. **URGENT ITEMS**

There were no urgent items.

The meeting closed at 3.45pm

CHAIRMAN

Contact Officer: Jacqui Daniels

tel. no. 020 7332 1480

e-mail: jacqui.daniels@cityoflondon.gov.uk

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Agenda Item 8

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Agenda Item 9

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of the Local Government Act 1972.

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Agenda Item 10

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of the Local Government Act 1972.

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Agenda Item 11

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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