

PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 12 September 2018

Minutes of the meeting of the Projects Sub (Policy and Resources) Committee held at the Guildhall EC2 at 11.00 am

Present

Members:

Deputy Keith Bottomley (Chairman)
Deputy Jamie Ingham Clark (Deputy
Chairman)
Randall Anderson
Karina Dostalova
Anne Fairweather

Christopher Hayward
Andrew McMurtrie
James Tumbridge
Deputy Philip Woodhouse

Officers:

Peter Lisley	- Assistant Town Clerk & Culture Mile Director
Alistair MacLellan	- Town Clerk's Department
Rohit Paul	- Town Clerk's Department
David Jones	- Town Clerk's Department
Caroline al-Beyerty	- Deputy Chamberlain
Kevin Mulcahy	- Chamberlain's Department
Sam Collins	- Chamberlain's Department
Adrian Moody	- Chamberlain's Department
Matthew Jones	- Chamberlain's Department
Peter Young	- City Surveyor's Department
Ola Obadara	- City Surveyor's Department
Rob Petty	- City Surveyor's Department
Sarah Trillwood	- City Surveyor's Department
Paul Monaghan	- Department of the Built Environment
Gillian Howard	- Department of the Built Environment
Tom Noble	- Department of the Built Environment
Kristian Turner	- Department of the Built Environment
Paul Murtagh	- Department of Community and Children's Services
David Downing	- Department of Community and Children's Services
Jonathon Poyner	- Barbican Centre

1. APOLOGIES

Apologies were received from Nicholas Bensted-Smith and Deputy Catherine McGuinness.

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

There were no declarations of interests.

3. **MINUTES**

RESOLVED, that the minutes of the meeting held on 18 July 2018 be approved as a correct record.

4. **ACTIONS**

Members considered a report of the Town Clerk regarding actions arising from previous meetings and the following points were made.

Great Arthur House Project

The Town Clerk noted that the 'lessons learned' report on the Great Arthur House Project would be submitted to the December 2018 meeting.

Inclusion of IT projects in the Project Gateway Process

The Town Clerk noted that a meeting was scheduled between the Corporate Programme Office and IT colleagues to take this action forward.

Procurement PT4 Forms to include definition of liabilities

The Town Clerk noted that the relevant forms were undergoing a change in format.

Strategic Dashboard of all Gateway Projects

The Town Clerk noted that this action remained work in progress, and that a visual dashboard would be submitted to the October 2018 meeting. At the request of the Chairman, the Town Clerk agreed to circulate the draft dashboard to Members by email prior to the October meeting. The Chairman added that Members were welcome to schedule meetings with the Corporate Programme Office to discuss any queries they may have regarding the Gateway process.

RESOLVED, that the report be received.

5. **GATEWAY APPROVAL PROCESS**

RESOLVED, that the Project Gateway process be noted.

6. **PROJECT MANAGEMENT OFFICE FORWARD PLAN**

RESOLVED, that the Project Management Office Forward Plan be received.

7. **GATEWAY 1/2/3/4 - WEST SMITHFIELD AND CHARTERHOUSE STREET (THAMESLINK) BRIDGES REMEDIAL WORKS**

Members considered a combined Gateway 1/2/3/4 report of the Director of the Built Environment regarding West Smithfield and Charterhouse Street (Thameslink) Bridges Remedial Works and the following points were made.

- In response to a question from a Member, the Director of the Built Environment noted that this project did not form part of the wider Museum of London Relocation project. Whilst he recognised that economies of scale could perhaps be achieved by combining this project with associated Museum of London relocation works, he did not wish to delay these works whilst any synergies were identified. In the meantime,

he noted that officers working on the various projects were collaborating as far as was possible.

- In response to a comment from a Member, the Town Clerk agreed to submit the report to the Markets Committee for information.
- The Chairman noted that the risk element of the project was not broken down in to detailed cost items, and therefore suggested that authority be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to consider and approve the report once a fully costed project risk element had been developed.

RESOLVED, that authority be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to consider and approve the combined Gateway 1/2/3/4 report of the Director of the Built Environment regarding West Smithfield and Charterhouse Street (Thameslink) Bridges Remedial Works, once a fully costed project risk element had been developed.

8. **GATEWAY 2 - DRINKING FOUNTAINS - DELIVERING ADDITIONAL WATER REFILL POINTS IN THE CITY'S PUBLIC REALM (EE051)**

Members considered a Gateway 2 report of the Director of the Built Environment regarding Drinking Fountains – Delivering Additional Water Refill Points in the City's public realm and the following points were made.

- In response to a question from a Member, the Director of the Built Environment confirmed that the cost range would be clarified at the next project gateway.

RESOLVED, that the Drinking Fountains – Delivering Additional Water Refill Points in the City's public realm project be approved up to Gateway 3/4/5 on the Light Route.

9. **GATEWAY 3 ISSUES REPORT - BEECH STREET: TRANSPORT AND PUBLIC REALM IMPROVEMENTS**

Members considered a Gateway 3 report of the Director of the Built Environment regarding Beech Street: Transport and Public Realm Improvements and the following points were made.

- Members requested that the Town Clerk use this report as an example of how project cover sheets could be harmonised, and project summaries be provided on the cover sheet.

RESOLVED, that Members note,

- The vision for Beech Street as approved by the Policy and Resources Committee, which includes the reduction of traffic, improvements to the public realm, widening of footways and improvements in air quality;
- The separation of the podium water-proofing, property redevelopment and transportation & public realm projects, to follow individual Gateway paths and reporting times;

- The results of the traffic and public realm work done so far;
- The key project risks, next steps & programme.

That Members approve,

- Further development of the feasibility of Option 1 (Beech Street closed to eastbound traffic) and Option 2 (Beech Street closed to westbound traffic)
- An increase in the scope of the project (requested by the Port Health & Environmental Services Committee) to investigate the feasibility of introducing Ultra-Low Emission Vehicle restrictions in Beech Street
- The proposed procurement route for consultancy services utilising the City's Highways Term Contract;

10. GATEWAY 6 PROGRESS REPORT - BANK ON SAFETY: FURTHER DETAIL ON ADDITIONAL FUNDS SOUGHT

Members considered a Gateway 6 progress report of the Director of the Built Environment regarding Bank on Safety: further detail on additional funds sought. In response to a question from a Member, the Director of the Built Environment confirmed that the £19.5m figure quoted within the report was the overall funding envelope mooted for the project and is not an approved project budget.

RESOLVED, that the report be received.

11. GATEWAY 7 - DECENT HOMES UPGRADE WORKS TO AVONDALE SQUARE ESTATE, HOLLOWAY ESTATE AND WILLIAM BLAKE ESTATE

Members considered a Gateway 7 report of the Director of Community and Children's Services regarding Decent Homes upgrade works to Avondale Square Estate, Holloway Estate and William Blake Estate and the following points were made.

- The Chairman noted that this project was a good case study in the importance of project outcome reports to analyse lessons learned.
- In response to a question from a Member, the Director of Community and Children's Services confirmed that officers conducted customer satisfaction surveys on the completion of project works. Customer satisfaction levels in this case averaged in the mid-80s (out of 100) due to contractor performance.
- A Member noted that customer satisfaction did not feature in the SMART objectives for the project.
- In response to a comment from a Member, the Director of Community and Children's Services clarified that the 98 housing units that were omitted from the programme had been put back into the project gateway process for Decent Homes works to be completed.

- In response to a question from a Member, the Director of Community and Children's Services noted that the unforeseen works at the 98 properties had not been identified earlier in the project process as they had not been fully surveyed.

RESOLVED, that the lessons be learned, and the project be closed.

12. GATEWAY 7 - REFURBISHMENT WORKS TO LIFTS ON THE GOLDEN LANE ESTATE, SOUTHWARK ESTATE (COLLINSON COURT) AND WILLIAM BLAKE ESTATE (LYNTON MANSIONS & ST JAMES MANSIONS)

Members considered a Gateway 7 report of the Director of Community and Children's Services regarding refurbishments works to lifts on the Golden Lane Estate, Southwark Estate (Collinson Court) and William Blake Estate (Lynton Mansions and St James Mansions) and the following points were made.

- The Chairman praised the work officers had undertaken on this project, noting that it had been completed on time and under-budget. He noted that he would write to the project officer in question on behalf of the Sub-Committee to thank them for their hard work.

RESOLVED, that the lessons be learned, and the project closed.

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

There were no questions.

14. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no items of urgent business.

15. 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 item(s) on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

16. NON-PUBLIC MINUTES

RESOLVED, that the non-public minutes of the meeting held on 18 July 2018 be approved as a correct record.

17. NON-PUBLIC ACTIONS

Members considered a report of the Town Clerk regarding non-public actions arising from previous meetings.

18. GATEWAY 1/2/3/4 - LEADENHALL MARKET - PHASE 4 CYCLICAL EXTERNAL REPAIRS & REDECORATIONS- CITY FUND

Members considered a combined Gateway 1/2/3/4 report of the City Surveyor regarding Leadenhall Market – Phase 4 Cyclical External Repairs & Redecorations – City Fund.

19. **GATEWAY 2 ISSUES REPORT - HOUSING DELIVERY PROGRAMME - PROVISION OF SOCIAL HOUSING ON THE AVONDALE SQUARE ESTATE**
Members considered a Gateway 2 report of the Director of Community and Children's Services regarding the Housing Delivery Programme – Provision of Social Housing on the Avondale Square Estate.
20. **GATEWAY 3 - 20/21 ALDERMANBURY - FUTURE USE AND BUILDING OPPORTUNITIES**
Members considered a Gateway 3 report of the City Surveyor regarding 20/21 Aldermanbury – future use and opportunities.
21. **GATEWAY 3/4 - GUILDHALL - EVENT CHAIRS**
Members considered a Gateway 3/4 report of the City Surveyor regarding Guildhall Event Chairs.
22. **GATEWAY 3/4 - CITY'S ESTATE - REFURBISHMENT OF LANDLORD MECHANICAL, ELECTRICAL AND PUBLIC HEALTH AT 6-8 EASTCHEAP, EC3**
Members considered a Gateway 3/4 report of the City Surveyor regarding City's Estate – Refurbishment of Landlord Mechanical, Electrical and Public Health at 6-8 Eastcheap.
23. **GATEWAY 3/4 - CITY'S ESTATE - EXTERNAL & INTERNAL REPAIRS - 29A BROOK STREET, W1**
Members considered a Gateway 3/4 report of the City Surveyor regarding City's Estate – External & Internal Repairs – 29a Brook Street, W1.
24. **GATEWAY 5 ISSUES REPORT - IT TRANSFORMATION - NETWORK TRANSFORMATION PROGRAMME**
Members considered a Gateway 5 report of the Chamberlain regarding the IT Transformation Programme – Network Transformation Programme.
25. **GATEWAY 5 ISSUES REPORT - CUSTOMER RELATIONSHIP MANAGEMENT**
Members considered a Gateway 5 report of the Chamberlain regarding Customer Relationship Management.
26. **GATEWAY 6 ISSUES REPORT - ACTION AND KNOW FRAUD CENTRE - CONTRACT SERVICE BUDGET**
Members considered a Gateway 6 report of the Commissioner of the City of London Police regarding Action and Know fraud Centre – Contract Service Budget.
27. **GATEWAY 6 - WAIVER REPORT (RULE 25 PROCUREMENT CODE) BANK ON SAFETY – UNATTENDED ENFORCEMENT CONTRACT EXTENSION**
Members considered a Gateway 6 report of the Director of the Built Environment regarding a waiver for Bank on Safety – unattended enforcement contract extension.

28. **BARBICAN CAMPUS PROGRAMME - RED, AMBER AND GREEN PROJECTS UPDATE**

Members considered a report of the Director of Operations and Buildings (Barbican Campus) regarding red, amber and green projects in the Barbican Campus Programme.

29. **BUILDINGS PROGRAMME - RED, AMBER AND GREEN PROJECTS UPDATE**

Members considered a report of the City Surveyor regarding red, amber and green projects in the Buildings Programme.

30. **INFORMATION TECHNOLOGY PROGRAMME - RED, AMBER AND GREEN PROJECTS UPDATE**

Members considered a report of the Chamberlain regarding red, amber and green projects in the Information Technology Programme.

31. **ACTION TAKEN BY THE TOWN CLERK UNDER DELEGATED AUTHORITY OR URGENCY PROCEDURES**

Members considered a report of the Town Clerk regarding action taken since the last meeting.

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

There were no questions.

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

There were no items of urgent business.

The meeting closed at 12.54 pm

Chairman

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