

PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 7 November 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
Nicholas Bensted-Smith
Karina Dostalova

Anne Fairweather
Marianne Fredericks
Christopher Hayward
Deputy Catherine McGuinness

Officers:

John Cater	- Town Clerk's Department
Peter Goss	- Town Clerk's Department
Kevin Mulcahy	- Chamberlain's Department
Dianne Merrifield	- Chamberlain's Department
Simon Glynn	- Department of the Built Environment
Mark Bailey	- Department of the Built Environment
Melanie Charalambous	- Department of the Built Environment
Paul Murtagh	- Community & Children's Services Department
Sarah Greenwood	- Community and Children's Services
Dorian Price	- City Surveyor's Department
Ola Obadara	- City Surveyor's Department
David Drane	- City of London Police

1. APOLOGIES

Apologies were received from Andrew McMurtrie, James Tumbridge and Deputy Philip Woodhouse.

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

Deputy Jamie Ingham Clark declared a non-pecuniary interest in relation to item 20 (Gateway 3/4 Issue – St Lawrence Jewry Church) by virtue of being a churchwarden at the church.

3. MINUTES

RESOLVED – That the public minutes and summary of the meeting held on 10 October 2018 be approved as an accurate record.

4. **OUTSTANDING ACTIONS**

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

Members were informed that progress on the Project Managers' Academy action would be reported to either the December or January meeting of the Sub-Committee.

RESOLVED:- That the report be noted

5. **GATEWAY APPROVAL PROCESS**

RESOLVED - That the Gateway Approval Process be noted.

6. **CORPORATE PROGRAMME OFFICE FORWARD PLAN**

Members considered the Corporate Programme Office Forward Plan.

RESOLVED:- That the Corporate Programme Office Forward Plan be noted.

7. **GATEWAY 1/2/3 - MANSION HOUSE EXTERNAL CLEANING AND LIGHTING**

Members consider a Gateway 1/2/3 Project Proposal report of the City Surveyor to improve the appearance of Mansion House.

Members were pleased to see the project would include upgrading the lighting but questioned the need for all elevations of the building to be cleaned. A request for an amended option to provide for the cleaning of the North and West elevations only was put to the meeting.

RESOLVED:- That –

1. a final decision on which option to pursue for the cleaning of Mansion House be deferred pending the report back on Gateway 4 and to allow an additional option for the cleaning of the North and West elevations only to be costed
2. option 5 be approved to provide for an upgrade in the existing lighting
3. a budget of £18,000 (comprising consultant's fees of £15,000 and staff costs of £3,000) be approved to allow the project to proceed to the next gateway
4. it be noted that the next report, Gateway 4, will present an agreed phased programme of works and updated costs following full consultation with stakeholders
5. it be noted that the preferred procurement route, following engagement with City Procurement, will also form part of the Gateway 4 report
6. it be noted that it is not feasible to combine this project with the St Lawrence Jewry stone cleaning project because specialised

conservation is less likely to achieve economies of scale and the St Lawrence project is further advanced

7. it be noted that the Mansion House stonework was examined as part of the conservation management plan in 2015 revealing that the elevations were in a generally fair condition.

8. **GATEWAY 3/4 OPTIONS APPRAISAL - BLACKFRIARS BRIDGE PARAPET REFURBISHMENT AND BRIDGE RE-PAINTING**

Members received a report of the Director of the Built Environment on the refurbishment Blackfriars Bridge.

Members acknowledged the comprehensive risk register attached to the report and saw this as a good example of how the costed risk approach could work. The Sub-Committee asked that efforts be made to co-ordinate the work with the Illumination River project so that the same scaffolding could be used for both projects.

RESOLVED:- That –

1. given that the parapet has been shown to be of sufficient strength, the project proceeds with Option 3, a full refurbishment of Blackfriars Bridge with repair and replacement of the cast iron features as required; working around the current access restrictions
2. ACOM (term consultant) be instructed to proceed with detailed design and prepare tender documents
3. despite the expected cost of the project now exceeding £5million, the project continues on the regular approval route and proceeds to Gateway 5 (expected October 2019) but that progress be reported back to the Projects Sub-Committee
4. it be noted that because the value of the project is expected to be over £5million, Gateway 4b approval will be sought from Court of Common Council.

9. **GATEWAY 1/2 PROJECT PROPOSAL - GUILDHALL YARD REFURBISHMENT/REPLACEMENT OF PAVIOURS**

Members received a report of the City Surveyor concerning a project to repair and/or replace the membrane and pavioours in the Guildhall Yard and improve the drainage system.

The Sub-Committee was informed that the Corporate Asset Sub-Committee had asked officers to find out if the Corporation's insurance would cover flooding to the Guildhall Art Gallery basement and a preliminary view was that it would not. Works to mitigate the flooding of the basement had been carried out and a temporary flood barrier was on order to be installed.

RESOLVED:- That –

1. a consultant be engaged to carry out a survey and detailed design proposals for the pavements and drainage in the Guildhall Yard
2. detailed options and associated costs be provided by means of a Gateway 3/4 report for Members approval.

10. **GATEWAY 2 PROJECT PROPOSAL - 55 MOORGATE S278 PUBLIC REALM AND HIGHWAY IMPROVEMENTS**

Members received a report of the Director of the Built Environment regarding a Section 278 agreement in connection with 55 Moorgate to provide improvements to the public realm and highway.

RESOLVED:- That the initiation of this project be approved.

11. **GATEWAY 2 PROJECT PROPOSAL - UNIFIED COMMUNICATIONS PROGRAMME**

Members received a report of The Chamberlain regarding a project to review the existing communications infrastructure (including telephony).

RESOLVED:- That the proposals set out in the Gateway report be approved and the Unified Communications Project be initiated.

12. **GATEWAY 7 OUTCOME - END USER REFRESH PROJECT**

Members received a report of The Chamberlain concerning the replacement of user devices (including desktops and monitors).

The Chairman welcomed the fact that the project had been well delivered and come in under budget. The Sub-Committee was informed that the project had been shortlisted in two LGC award categories: Digital Impact and Driving Efficiency through Technology and offered its congratulations.

RESOLVED:- That –

1. the lessons learnt from the project be noted
2. the unspent balance of £118,000 from the budget be returned to the centre
3. that the project be closed.

13. **GATEWAY 7 CONSOLIDATED OUTCOME REPORT - CITY PUBLIC REALM PROJECTS**

Members received a report of the Director of the Built Environment bringing together numerous projects set for closure.

In recognising the good public realm projects carried out, all within budget and incorporating effective public consultation, the Chairman asked that a plan of current public realm projects be drawn up to allow the Sub-Committee to take a view on where the lessons learnt could be put into practice.

Members pointed out that outcome reports should be submitted in a timely fashion if they were to be used effectively to apply to other projects. Members were informed that it was expected that an outcome report would be produced within six months of the end of the project, even if there were outstanding issues.

The outcome report for Mitre Square was amended so that under the sub-heading *Key Lessons* the words 'new, untried suppliers should not be engaged on similarly high-profile projects' were removed.

RESOLVED:- That, subject to the completion of the outstanding works/actions set out in Appendix 1 to the report, the projects be closed and lessons learnt noted.

14. GATEWAY 1/2/3/4 PROJECT PROPOSAL AND OPTIONS APPRAISAL - INSTALLATION OF SPRINKLERS IN SOCIAL HOUSING TOWER BLOCKS

The Chairman proposed that this report be taken in the public part of the meeting, whilst retaining the Project Procedure Corporate Risk Register as a non-public document.

The Sub-Committee noted that the project had a high cost risk factor and Members expected to see an appropriate provision made for the cost risk at Gateway 5.

RESOLVED:- That –

1. the report of the Director of Community and Children's Services headed Installation of Sprinklers in Social Housing Tower Blocks be taken in public
2. the contents of the report, including the total estimated project costs of £3,200,000 (including staff costs of £40,000 be noted
3. option 1 be approved:
 - a) to undertake a complaint approval procurement exercise for the installation of sprinklers in the City Corporation's five social housing high rise tower blocks, and
 - b) to seek committee approval at Gateway 5 for a contractor to be appointed to carry out the installation.

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

There were no questions.

16. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no items of urgent business.

17. **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.

18. **NON-PUBLIC MINUTES**

The Sub-Committee approved the non-public minutes of the meeting held on 10 October 2018 as an accurate record.

19. **NON-PUBLIC OUTSTANDING ACTIONS**

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

20. **GATEWAY 3/4 ISSUES - GUILDHALL EVENT CHAIRS**

Members considered a report of the City Surveyor regarding the replacement of chairs used for Guildhall events, given the poor condition of the existing stock.

21. **GATEWAY 3/4 ISSUE - ST LAWRENCE JEWRY CHURCH**

Members considered a report of the City Surveyor on refurbishment works to St Lawrence Jewry Church.

22. **GATEWAY 6 ISSUES - ACTION AND KNOW FRAUD CENTRE - CONTRACT SERVICE**

Members received a report of the Commissioner of the City of London Police concerning a project to deliver an integrated service to victims of fraud and cyber-crime.

23. **GATEWAY 3/4 ISSUES - THAMES COURT FOOTBRIDGE**

Members considered a report of the Director of the Built Environment which updated them on the current procurement and programme issues relating to proposed remedial works relating to Thames Court footbridge.

24. **GATEWAY 4C DETAILED DESIGN - CENTRAL CRIMINAL COURT PLANT REPLACEMENT: PHASE 4 - FEES TO GATEWAY 5**

Members received a report of the City Surveyor on the phased programme of works for the replacement of plant at the Central Criminal Court.

25. **GATEWAY 2 PROJECT PROPOSAL - LIBRARY SELF-SERVICE KIOSKS**

Members received a report of the Director of Community and Children's Services on a project to streamline two projects into a single contract to continue to provide self service facilities at libraries.

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

Members noted a report of the Director of Operations and Buildings which summarised the current building related works and projects across the Barbican and Guildhall School.

27. BUILDINGS PROGRAMME - RED, AMBER AND GREEN PROJECTS UPDATE REPORT

Members noted a report of the City Surveyor which summarised the Buildings Programme projects managed by the City Surveyor's Department.

28. INFORMATION TECHNOLOGY PROGRAMME - RED, AMBER AND GREEN PROJECTS UPDATE REPORT

Members noted a report of The Chamberlain which summarised the projects managed by the IT Division.

29. CITY OF LONDON POLICE PROGRAMME - RED, AMBER AND GREEN PROJECTS UPDATE REPORT

Members noted a report of the Commissioner of the City of London Police which summarised the projects managed by City of London Police.

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

The Sub-Committee noted a report of the Town Clerk which provided information on action taken under urgency procedures since the last meeting.

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

There were no questions.

32. 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.

33. FUNDING AND APPROVAL OF A NEW TEAM STRUCTURE AND MARKET FORCE SUPPLEMENTS TO THE PROPERTY PROJECTS GROUP, CITY SURVEYOR'S DEPARTMENT

Members considered a report of the City Surveyor regarding funding and approval of a new team structure and market forces supplements to the Property Projects Group, City Surveyor's Department.

The meeting closed at 1.00 pm

Chairman

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