

PROPERTY INVESTMENT BOARD

Wednesday, 20 March 2019

Minutes of the meeting of the Property Investment Board held at Guildhall, EC2
on Wednesday, 20 March 2019 at 8.30 am

Present

Members:

Deputy Tom Sleight (Chair)
Chris Boden
John Chapman
Alderman Alison Gowman
Michael Hudson
Deputy Philip Woodhouse
Stuart Corbyn
Tony Joyce
David Shaw OBE
David Brooks Wilson

Officers:

Richard Holt	- Town Clerk's Department
John James	- Chamberlain's Department
Alan Bennetts	- Comptroller & City Solicitor's Department
Paul Wilkinson	- City Surveyor
Ola Obadara	- City Surveyor's Department
Nicholas Gill	- City Surveyor's Department
Andrew Cross	- City Surveyor's Department
Tom Leathart	- City Surveyor's Department
Neil Robbie	- City Surveyor's Department
John Galvin	- City Surveyor's Department

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from the Deputy Chairman Deputy Alastair Moss, Christopher Hayward, Andrien Meyers and Dhruv Patel.

The Chair noted that Sir Mark Boleat had retired from the Court of Common Council and thanked him for his work on the Property Investment Board.

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

There were no declarations.

3. **MINUTES**

RESOLVED – That the public minutes and non-public summary of the meeting held on 20 February 2019 be approved.

4. **CSD NEW BUSINESS PLAN 2019-24**

The Board considered a report of the City Surveyor on the City Surveyor's Department's final high-level business plan for 2019-24.

A Member of the Board suggested that the staffing objectives and succession planning be added to the business plan to provide Members with information on these matters. A Member raised that the City Surveyor's business plan did not appear to be in the same format as other department's business plans and questioned why this was the case. The City Surveyor replied that they believed that the business plan had been produced in the standard template but would confirm this.

It was raised that the Key Performance Indicator 2 in the Core Indicators section on Corporate Energy Consumption should be measured in efficiency rather than consumption. The City Surveyor confirmed that this would be adjusted in future departmental business plans.

RESOLVED- That the City Surveyor's Department's final high-level business plan for 2019-24 be approved.

5. **BUSINESS PROGRESS REPORT 2018-23 - QUARTER 3 2018/19**

The Board received a report of the City Surveyor on details of progress in quarter three (October – December) 2018/19 against the 2018-23 Business Plan, with an update on the commercial property market, and a financial statement.

The Chair requested further detail on the three amber cases listed within the report. The City Surveyor informed Members that that the three amber cases included two strategic asset plans which, while challenging, were improving. In addition, it was noted that the third amber case relating on the Service Based Review (SBR) savings were subject to a deep dive exercise from audit, but it was highlighted that the City Surveyor cannot make savings in other departments. Further to the SBR the City Surveyor clarified that the contract was relatively complex as some operational sites had internal security providers whereas other sites did not.

It was observed by a Member that the market commentary provided a positive outlook for the City Surveyor's Department and noted that savings on staffing costs should not be pursued at the expense of portfolio performance highlighting that the quality of staff was central to the positive performance of the property portfolio. The Chair agreed with this observation.

RESOLVED- That the report be noted.

6. **CSD DEPARTMENTAL RISK REGISTER - 3RD QUARTER PROGRESS**

The Board received a report of the City Surveyor on the City Surveyor's Departmental Risk Register. The City Surveyor informed the Board that the risks listed within the report would be subject to the review at the July meeting of the Audit and Risk Management Committee. The Chair highlighted that the City Surveyor's department retained responsibility for risks which were not directly within the Department's control.

A Member questioned the use of the term 'likelihood' in the Risk Register and asked for clarification on when these risks were likely to reduce. The Chair noted that these risks were largely subject to market forces and therefore not fully within the power of the City of London Corporation. The City Surveyor clarified that designation of the level of risk listed within the report were somewhat based off a subjective analysis but that further feedback would be provided to Members outside of the meeting.

RESOLVED- That the report be noted.

7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were two questions considered in the public session.

A Member raised that the date of Investment Committee meeting would need to be changed to meet after the Policy and Resources Committee as the second Committee appointed nine Members to the first. The Chair thanked the Member for this point and confirmed that they would work with the Town Clerk to resolve the issue.

It was noted by a Member of the Board that no further progress had been confirmed on the sustainable building policy proposed at the last meeting of the Property Investment Board and requested an update be provided. The City Surveyor confirmed that work had been taking place on the proposed policy but that he was not in a position to confirm the exact details of the policy at this time.

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

There was no other business.

9. **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.

10. **NON PUBLIC MINUTES**
RESOLVED – That the non-public minutes of the meeting held on 20 February 2019 be approved.
11. **DELEGATIONS SOUGHT DURING APRIL - ASSET MANAGEMENT & DEVELOPMENT - THE CITY SURVEYOR TO BE HEARD.**
Members considered a report of the City Surveyor.
RESOLVED- That the report be agreed.
12. **BRIDGE HOUSE ESTATES: 185 TOWER BRIDGE ROAD, SE1 – FREEHOLD DISPOSAL**
The Board considered a report of the City Surveyor on the proposed Freehold Disposal of 185 Tower Bridge Road.
RESOLVED- That the report be deferred.
13. **BRIDGE HOUSE ESTATES: ELECTRA HOUSE, HEADS OF TERMS FOR LEASE SURRENDER**
The Board considered a report of the City Surveyor regarding a proposed Lease Surrender for Electra House.
RESOLVED- That the report be agreed.
14. **BRIDGE HOUSE ESTATES: GATEWAY 4C DETAILED DESIGN: CANDLEWICK HOUSE, 116-126 CANNON STREET, LONDON, EC4**
The Board considered a report of the City Surveyor on the gateway 4c detailed design for Candlewick House.
RESOLVED- That the report be agreed.
15. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
There were no questions.
16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
The Board received one item of business in the non-public session.

The meeting ended at 10:08

Chair

Contact Officer: Richard Holt
Richard.Holt@cityoflondon.gov.uk