

PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Friday, 20 September 2019

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 Edward Lord
Deputy Jamie Ingham Clark (Deputy Chairman)	Andrew McMurtrie
Rehana Ameer	Deputy Catherine McGuinness
Randall Anderson	Benjamin Murphy
Christopher Hayward	James de Sausmarez

Officers:

Peter Lisley	- Assistant Town Clerk & Director of Major Projects
Alistair MacLellan	- Town Clerk's Department
Rohit Paul	- Town Clerk's Department
James Aggio-Brewe	- Town Clerk's Department
Chris Bell	- Chamberlain's Department
Philip Gregory	- Chamberlain's Department
Michael Harrington	- Chamberlain's Department
Ola Obadara	- City Surveyor's Department
Paul Monaghan	- Department of the Built Environment
Jagdeep Bilkhu	- Department of the Built Environment
Jason Hayes	- Department of Community and Children's Services
Gavin Stedman	- Department of Markets and Consumer Protection
Perry Stokes	- City of London Police
David Drane	- City of London Police
Hayley Williams	- City of London Police
Pauline Weaver	- City of London Police
John Awosoga	- City of London Police

1. **APOLOGIES**

Apologies were received from Karina Dostalova and Deputy Philip Woodhouse.

The Chairman welcomed Members and Officers to the first meeting of the Sub-Committee since the August 2019 Recess. He noted that projects on the agenda that day totalled significant cost increases, albeit some of those costs arose from legacy projects. He noted that the officer-level Corporate Projects Board would be working to ensure any relevant project learning was captured.

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

Jamie Ingham Clark declared a non-pecuniary interest in Item 23 (Gateway 3/4 Issue – St Lawrence Jewry Church Update).

3. **GATEWAY APPROVAL PROCESS**

RESOLVED, that the Gateway approval process be received.

4. **MINUTES**

RESOLVED, that the public minutes and non-public summary of the meeting held on 19 July 2019 be approved as a correct record.

5. **ACTIONS**

RESOLVED, that the report of the Town Clerk regarding public actions be received.

6. **GATEWAY 3/4 - FIRE SAFETY DOORS - GREAT ARTHUR HOUSE**

Members considered a Gateway 3/4 report of the Director of Community and Children's Services regarding Fire Safety Doors – Great Arthur House and the following points were made.

- A Member noted that project reporting should include a short section detailing, where there was a cost increase, the reason for that increase.
- Members felt that the timeline to delivery of the project was overly long and queried why the project risk was graded Green, to which the Director of Community and Children's Services replied that factors such as the building's Grade II listing, and six-month waiting times at fire safety test centres having an impact on the overall project.
- Members were unhappy with the original project scope and felt that it should be possible to reduce the overall project timeline.
- The Chairman noted that lessons learned would be captured at Gateway 6.

RESOLVED, that Members

- note that project timelines are estimates based on the assumption that the works will be considered as improvements and there will be no recharge to leaseholders;
- give authority to proceed on the assumption that the works, as per advice from counsel, are considered as improvements and cannot be recharged to long leaseholders;
- approve the increased scope of works;

- approve the appointment of a design team and fire safety consultant to assess the increased scope of works required to achieve full compartmentation and fire stopping;
- approve the additional budget of £119,000 to reach next Gateway stage. This covers additional design stage testing related to the increased scope, design fees, and works associated with temporary installations to reach the next Gateway;
- note the revised project budget (works) of £1,856,000 (excluding risk);
- note the total estimated cost of the project at £1,993,000 (including spend to date, additional consultancy fees & staff costs / risk not included);
- Approve Option 1 - replacement of front doorsets and frames, fanlights, all panel compartmentation, internal and external common area fire doors as well as internal fire escape doors within the individual properties.

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

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

RESOLVED, that Members

- Approve Option 2 (i.e. full programme of works identified to both bridges)
- Approve the project budget of £684,000 (inclusive of £100,000 risk allowance)
- Approve the transfer of currently approved Cyclical Works Programme (CWP) funding of £230,000 to this project and managed under the Gateway project procedures
- Approve that additional funding of £323,000 from the Additional Capital Funds for City Fund Properties Programme (as approved by RASC 18th January 2018) is allocated to the project & managed under the Gateway project procedures
- Approve that additional funding of £131,000 from savings in the 2016/17 Additional Works Programme (AWP) is allocated to the project and managed under the Gateway project procedures

8. GATEWAY 4 ISSUE - WEST SMITHFIELD AND CHARTERHOUSE STREET (THAMESLINK) BRIDGES REMEDIAL WORKS

Members considered a Gateway 4 Issue report of the Director of the Built Environment regarding West Smithfield and Charterhouse Street (Thameslink) Bridges Remedial Works. In response to a question, the Director of the Built Environment confirmed that the City's works were insured.

RESOLVED, that Members

- agree proposals to include additional waterproofing and re-surfacing of Charterhouse Street Bridge over Railtrack Sidings (Structure No. 33/23) as per the plan in Appendix 2, which is an increase in the scope of similar work.
- agree a project budget increase of £160,000 for the increase in scope to a total of £844,000. The increase of £160,00 is to be funded from the Additional Capital Funds for City Fund Properties Programme.
- Approve a Cost Risk Provision of £70,000 over and above the £160,000 (to be drawn down via delegation to Chief Officer).

9. **GATEWAY 4 - PIPE SUBWAYS OF HOLBORN VIADUCT AND SNOW HILL OVER THAMESLINK**

Members considered a Gateway 4 report of the Director of the Built Environment regarding Pipe Subways of Holborn Viaduct and Snow Hill over Thameslink.

RESOLVED, that Members

- Approve an additional budget of **£225,000** for GW4 to reach the next Gateway, including scope change for inclusion of structure supporting the carriageway of Snow Hill;
- Note the revised cumulative project budget of **£481,000** (excluding risk);
- Note the total estimated cost of the project at **£2.666m** (excluding risk);
- Approve a Costed Risk Provision of **£75,000** (to be drawn down via delegation to Chief Officer).
- Approve that the Gateway 4C Detailed Design is approved via Planning and Transportation Committee.

10. **GATEWAY 6 - DECENT HOMES WORKS TO AVONDALE SQUARE ESTATE SE1 (PHASE II)**

Members considered a Gateway 6 report of the Director of Community and Children's Services regarding Decent Homes Works to Avondale Square Estate SE1 (Phase 2) and the following points were made.

- A Member noted that the way in which the report was drafted made the number of properties involved in the works difficult to establish.

- The Chairman welcomed the evidence of resident satisfaction with the project but noted that future Gateway 6 reporting should include a summary of when scope changes were identified and approved during a project's lifecycle.

RESOLVED, that Members note the report, the lessons learned, and authorise the closure of the project.

11. PROJECT CLOSURE - MOOR LANE ULTRA LOW EMISSION VEHICLE ONLY PILOT (LOW EMISSION NEIGHBOURHOOD PROJECT)

Members considered a project closure report of the Director of Markets and Consumer Protection regarding the Moor Lane Ultra Low Emission Vehicle-only pilot (Low Emission Neighbourhood project). Members agreed that a standing delegated authority should be granted to the Town Clerk to consider early project closure reports going forward.

RESOLVED, that Members

- Approve that the Moor Lane ULEV pilot project be closed and superseded by the Beech Street Transport and Public Realm Improvement project.
- Note the expenditure of £58,986.04 - £19,000 spent on the feasibility study, which will inform Beech Street; £490.04 on materials for the consultation, which is abortive. The remainder being spent on the Department of Built Environment Project Management costs, some of the work undertaken for this project by the Project Manager will inform Beech Street.
- Approve the reallocation of the remaining funding from the Mayor of London (£91,000) to the Beech Street zero emission project. This would be subject to committee approval of a Gateway 4/5 report, due Autumn 2019.
- Grant delegated authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to consider project closure reports for pre-Gateway 5 projects with no funding implications.

12. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE

There were no questions.

13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no other business.

14. 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.

15. **NON-PUBLIC MINUTES**
RESOLVED, that the non-public minutes of the meeting held on 19 July 2019 be approved as a correct record.
16. **NON-PUBLIC ACTIONS**
Members considered a report of the Town Clerk regarding non-public actions.
17. **GATEWAY 6 ISSUE ACTION KNOW FRAUD**
Members considered a Gateway 6 Issue report of the Commissioner regarding Action Know Fraud.
18. **DISPUTE STRATEGY UPDATE REPORT**
Members considered a Dispute Strategy update report of the Chamberlain.
19. **GATEWAY 3/4 ISSUE - HOUSING DELIVERY PROGRAMME – PROVISION OF SOCIAL HOUSING ON THE SYDENHAM HILL ESTATE, LEWISHAM, SE26 6ND**
Members considered a Gateway 3/4 Issue report of the Director of Community and Children’s Services regarding the Housing Delivery Programme – Provision of Social Housing on the Sydenham Hill Estate, Lewisham, SE26 6ND.
20. **GATEWAY 5 ISSUE - TENANTS’ AND LANDLORD’S ELECTRICAL SERVICES TESTING AND SMOKE DETECTOR INSTALLATION - PHASE 4**
Members considered a Gateway 5 Issue report of the Director of Community and Children’s Services regarding Tenants’ and Landlord’s Electrical Services Testing and Smoke Detector Installation – Phase 4.
21. **GATEWAY 5 - MIDDLESEX STREET COMMUNAL HEATING REPLACEMENT**
Members considered a Gateway 5 report of the Director of Community and Children’s Services regarding Middlesex Street Communal Heating Replacement.
22. **GATEWAY 5 - YORK WAY ESTATE COMMUNAL HEATING REPLACEMENT**
Members considered a Gateway 5 report of the Director of Community and Children’s Services regarding York Way Estate Communal Heating Replacement.
23. **GATEWAY 3/4 ISSUE - ST LAWRENCE JEWRY CHURCH UPDATE**
Members considered a Gateway 3/4 Issue report of the City Surveyor regarding St Lawrence Jewry Church.
24. **GATEWAY 6 - TOWER BRIDGE - REPLACEMENT OF HEATING SYSTEM SERVING THE HIGH-LEVEL WALKWAYS AND TOWERS**
Members considered a Gateway 6 report of the City Surveyor regarding Tower Bridge – Replacement of Heating System serving the High-Level Walkways and Towers.

25. **GATEWAY 6 - CITY OF LONDON SCHOOL - THE REPLACEMENT OF THE HEATING PLANT**
Members considered a Gateway 6 report of the City Surveyor regarding City of London School – the Replacement of the Heating Plant.
26. **GATEWAY 6 - CITY OF LONDON SCHOOL - MODULAR BUILDINGS AT GROVE PARK**
Members considered a Gateway 6 report of the City Surveyor regarding City of London School – Modular Buildings at Grove Park.
27. **MAJOR AND INTERMEDIATE CONSTRUCTION FRAMEWORK QUARTERLY UPDATE**
Members considered a quarterly update report of the Chamberlain regarding the Major and Intermediate Construction Framework.
28. **PORTFOLIO OVERVIEW**
Members considered the Portfolio Overview report of the Town Clerk.
29. **RED REPORT - HR INTEGRATED TIME MANAGEMENT AND E-EXPENSES PROJECT**
Members considered a red report of the Commissioner regarding the HR Integrated Time Management and e-Expenses project.
30. **RED REPORT - VIDEO MANAGEMENT SYSTEM (IMS-DRS)**
Members considered a red report of the Commissioner regarding a Video Management System (IMS-DRS).
31. **REPORT ON ACTION TAKEN**
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 SUB-COMMITTEE**
There were two questions.
33. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB-COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There were three items of other business.
 - 33.1 **Gateway 5 - Accommodation and Ways of Working - Vacation of Walbrook Wharf Project**
Members considered a Gateway 5 project of the City Surveyor regarding Accommodation and Ways of Working – Vacation of Walbrook Wharf.

The meeting closed at 12.53 pm

Chairman

Contact Officer: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk