

## CORPORATE ASSET SUB (FINANCE) COMMITTEE

Friday, 23 September 2016

**Minutes of the meeting of the Corporate Asset Sub (Finance) Committee held at the Guildhall EC2 at 1.45 pm**

### **Present**

#### **Members:**

Nicholas Bensted-Smith (Chairman)	Gregory Jones QC
Deputy Brian Harris (Deputy Chairman)	Edward Lord
Randall Anderson	Jeremy Mayhew
Alderman Alison Gowman	Deputy John Tomlinson

#### **Officers:**

Christopher Braithwaite	-	Town Clerk's Department
Caroline Al-Beyerty	-	Chamberlain's Department
Andrew Little	-	Chamberlain's Department
Paul Nagle	-	Chamberlain's Department
Sarah Wall	-	Chamberlain's Department
Paul Friend	-	City Surveyor's Department
Chris Hartwell	-	City Surveyor's Department
Alison Hurley	-	City Surveyor's Department
Richard Litherland	-	City Surveyor's Department
Pascale Yart	-	City Surveyor's Department
Peter Young	-	City Surveyor's Department
Dorian Price	-	City Surveyor's Department
Barry Ashton	-	Department of Community and Children's Services

### **1. APOLOGIES**

Apologies were received from Christopher Boden, Deputy Roger Chadwick, Deputy Alastair Moss and Tom Sleigh.

The Chairman welcomed Alderman Alison Gowman and Gregory Jones to their first meetings of the Sub-Committee.

The Chairman also noted that the papers for this meeting of the Sub-Committee had been particularly voluminous, including some large appendices. He explained that he had requested that, in future, officers reduce the length of reports and, if necessary, provide a separate agenda pack to include large appendices.

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

Gregory Jones declared a non-pecuniary interest in agenda item 21 ("St Lawrence Jewry Church – Issue Report (Gateway 2)") by virtue of being a member of the Guild Council of St Lawrence Jewry Church.

3. **MINUTES**

**RESOLVED** – That the public minutes and non-public summary of the previous meeting held on 19 July 2016 are approved as an accurate record.

4. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**

The Sub-Committee considered a report of the Town Clerk which provided an update on outstanding actions from previous meetings.

Members were also provided a copy of the Work Programme for future meetings of the Sub-Committee. The Town Clerk advised the Sub-Committee that updated versions of this Programme would be presented to all future meetings.

**RESOLVED** – That the Committee notes the report.

5. **REVIEW OF CORPORATE ASSET STRATEGY 2012-16 AND PROPOSAL FOR A NEW STRATEGY 2017-20**

The Sub-Committee considered a report of the City Surveyor which outlined the current status of the review of the Corporate Asset Management Strategy 2012-16 and provides recommendations for the proposed new Corporate Asset Management Strategy 2017-20.

The City Surveyor explained that there were a small number of typographical errors in the report which referred to the "Corporate Asset Strategy", rather than the "Corporate Asset Management Strategy".

The City Surveyor advised Members that the timetable for future reports in relation to the new Strategy was set out within the Work Programme.

**RESOLVED** – That the Sub-Committee

- a) Approves an interim review of the existing Corporate Asset Strategy 2012-16; and
- b) Agrees that the proposed Corporate Asset Strategy 2017-2020 be aligned with the programme for the Asset Management and Facilities Management reviews being undertaken by the Strategic Asset Management Programme Board.

6. **ACCOMMODATION AND WAYS OF WORKING**

The Sub-Committee considered a report of the Town Clerk which informed Members of the Accommodation and Ways of Working project, which aimed to modernise working practices, optimise the use of buildings and facilities to provide focus for improvements to our business processes, skills and assets, and enhance the Wellbeing of our staff.

A Member commented that this report had also been considered by the Establishment Committee and at that meeting Members had commented that it would be vital that the organisational culture and the IT systems were appropriate if the changes to working practices which were proposed in the report were to be achieved. The Member also explained that the Establishment Committee had commented that it would be important that Senior Officers were also willing to adopt new working practices, including, if appropriate, removing their private office provision.

A Member asked for clarification regarding the potential for letting Walbrook Wharf once the new practices were in place. The Member also asked whether such property transactions which could be realised following the implementation of the new practices would realise sufficient income to cover the financial implications of adopting the new practices. The City Surveyor explained that contracts were in place for the use of Walbrook Wharf by third parties until 2019 and 2025, so it was anticipated that a final decision on the long-term letting of that property would be determined in 2025. He explained that the full financial cost of the ways of working project was not yet known and, given the long-term nature of the project and the uncertainty regarding potential property transactions, it was currently difficult to confirm whether such income cover the costs of the project.

**RESOLVED** – That the Sub-Committee notes the Accommodation and New Ways of Working Programme and the implications for improving the efficiency and effectiveness of the Corporation’s operational property.

7. **THE MANSION HOUSE CONSERVATION MANAGEMENT PLAN**

The Sub-Committee considered a report of the City Surveyor which provided Members with information of the policies which were included within the Mansion House Conservation Management Plan.

**RESOLVED** – That the Sub-Committee endorses the implementation of the Mansion House Conservation Management Plan’s policies.

8. **ENERGY EFFICIENCY FUND (EEF) - UPDATE**

The Sub-Committee considered a report of the City Surveyor which provided Members with an update regarding progress in establishing the Energy Efficiency Fund and with current activity by the Corporate Energy Team to support and promote use of the Fund. The report also proposed that the Fund be renamed to Energy Interest-Free Loan Scheme.

Members commented that the Scheme had launched fairly recently, so the amount of applications received in the short period since the Scheme had been launched was quite encouraging.

The Chamberlain explained that energy costs were typically paid from a Department’s local risk budget, so any savings realised by projects funded through the Scheme would result in savings which could be retained by the Department.

**RESOLVED** – That the Sub-Committee:

- a) Notes the report, and the actions being taken to increase take-up of the Energy Efficiency Fund.
- b) Approves the renaming of the fund from ‘Energy Efficiency Fund’ to ‘Energy Efficiency Interest-Free Loan Scheme’.

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

A Member commented that it was not uncommon that public lifts in the City were out of order and asked whether it would be possible to provide live information regarding any outages on the Corporation’s website.

The City Surveyor explained that outages of public lifts was an issue which was considered on a regular basis by the Planning and Transportation Committee and a Member, also a Member of that Committee, suggested that it may be worthwhile for that Committee to create a small Public Lifts Working Party to consider matters on this subject.

The City Surveyor explained that it was not currently clear whether real-time or near real-time information could be provided regarding outages, but undertook to provide an update to the Sub-Committee’s next meeting.

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

There were no urgent items.

**11. 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 items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

<b>Item No.</b>	<b>Paragraphs in Schedule 12A</b>
12-25	3

**12. NON-PUBLIC MINUTES**

The non-public minutes of the previous meeting held on 19 July 2016 were approved as an accurate record.

**13. OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS**

The Sub-Committee noted a report of the Town Clerk which provided an update on outstanding actions from previous meetings.

**14. OPERATIONAL PROPERTY PORTFOLIO - ANNUAL REPORT 2016**

The Sub-Committee noted a report of the City Surveyor which provided Members a view of the range and complexity of the City of London Corporation’s Operational Property Portfolio and advised of changes that had taken place within the last 12 months.

- 15. CYCLICAL WORKS PROGRAMME - PROPOSAL FOR 2017/18**  
The Sub-Committee considered and approved a joint report of the City Surveyor and Chamberlain which set out a draft programme of work for 2017/18 in priority order for cyclical repairs and maintenance of the operational property portfolio (circa 600 properties) including the Barbican Centre and Guildhall School.
- 16. ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMMES – PROGRESS REPORT**  
The Sub-Committee noted a report of the City Surveyor which provided an overview of the progress and expenditure on the three current Additional Works Programmes as at 30 August 2016.
- 17. SECURITY CROSS-CUTTING AGGREGATE REPORT GATEWAY 1/2 - GUILDHALL AND BARBICAN CENTRE**  
The Sub-Committee noted a report of the City Surveyor which provided information regarding a range of security enhancement projects which were proposed for the Guildhall and Barbican Centre. The report also advised the Sub-Committee of proposals which would shortly be brought forward for similar projects for Mansion House and the Central Criminal Court.
- 18. POLICE ACCOMMODATION STRATEGY: OVERVIEW & PROGRAMME UPDATE REPORT**  
The Sub-Committee noted a joint report of City Surveyor, Chamberlain and Commissioner of the City of London Police which provided a general update on the interlinked programmes within the Police Accommodation Strategy, advised of further resources which were required to continue workstreams and advised of the latest heads of terms for a proposed joint development Collaboration Agreement.
- 19. BUSINESS PLAN PROGRESS 2016-19 - QUARTER 1 2016/17**  
The Sub-Committee noted a report of the City Surveyor which provided details of progress in Quarter 1 2016/17 against the 2016-19 City Surveyor's Departmental Business Plan, an update on the commercial property market, and a financial statement. Additionally the report also provided a brief description of some of the major on-going project activities.
- 20. CITY SURVEYOR'S DEPARTMENTAL QUARTERLY RISK REGISTER UPDATE**  
The Sub-Committee noted a report of the City Surveyor which provided a quarterly update on the management of high level risks within The City Surveyor's Department.
- 21. ST LAWRENCE JEWRY CHURCH - ISSUE REPORT (GATEWAY 2)**  
The Sub-Committee noted a report of the City Surveyor which provided an update in relation to the project for repairs of St Lawrence Jewry Guild Church.

22. **BRANDON MEWS - DEMISE OF ADJOINING CAR SPACES**

The Sub-Committee considered and approved a report of the Director of Community and Children's Services which sought approval for the demise to long lessees in Brandon Mews of car bays which adjoin their flats.

23. **THE CITY CENTRE - CONTRACT WAIVER**

The Sub-Committee considered and approved a report of the City Surveyor which sought approval for a waiver of the City Corporation's Procurement Regulations to award a 3 year contract from 1 April 2017 for the provision of facilities management services for The City Centre.

24. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

There were no questions.

25. **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 3.25 pm**

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Chairman

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