

## CORPORATE ASSET SUB (FINANCE) COMMITTEE

Friday, 18 November 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)  
Randall Anderson  
Chris Boden  
Alderman Alison Gowman

Edward Lord  
Jeremy Mayhew  
Tom Sleigh  
Deputy John Tomlinson

#### **Officers:**

Christopher Braithwaite	- Town Clerk's Department
Richard Horner	- Town Clerk's Department
Christopher Bell	- Chamberlain's Department
Andrew Little	- Chamberlain's Department
Dianne Merrifield	- Chamberlain's Department
Paul Nagle	- Chamberlain's Department
Paul Wilkinson	- City Surveyor
Peter Collinson	- City Surveyor's Department
Paul Friend	- City Surveyor's Department
Alison Hurley	- City Surveyor's Department
Chris Hartwell	- City Surveyor's Department
Peter Young	- City Surveyor's Department
Sue Ireland	- Director of Open Spaces
Nigel Lefton	- Remembrancer's Department
Jim Turner	- Barbican Centre

#### **1. APOLOGIES**

Apologies for absence were received from Deputy Brian Harris, Deputy Roger Chadwick and Gregory Jones QC.

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

There were no declarations of interest.

#### **3. MINUTES**

**RESOLVED** – That the minutes of the previous meeting be 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.

The Town Clerk explained that it was anticipated that an update regarding the update of technology to provide real time information regarding public lift outages may be available at the Sub-Committee's February 2017 meeting.

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

5. **WORK PROGRAMME FOR FUTURE MEETINGS**

The Sub-Committee considered a report of the Town Clerk and City Surveyor which provided information regarding the Work Programme for the Sub-Committee's upcoming meetings.

The Town Clerk informed the Sub-Committee that the report regarding Operational Property Capital Projects, which had been withdrawn from the agenda for this meeting, was expected to be provided to the Sub-Committee's February 2017 meeting.

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

6. **HALF YEARLY ENERGY PERFORMANCE REPORT (2016/17)**

The Sub-Committee considered a report of the City Surveyor which provided a half-yearly performance update on energy reduction targets set out within the Carbon Descent Plan 2015. The report covered the six-month period for April to September 2016.

The City Surveyor explained that while the report covered a six-month period, longer term trends indicated that energy consumption across the Corporation may be increasing. He explained that further analysis of consumption figures was currently being undertaken and he would seek to submit a further report regarding this information to the Sub-Committee's next meeting. In response to Members' questions regarding this, the City Surveyor explained that there were Energy Managers within each Department, but there was not currently sufficient link between Departmental energy usage and the Corporation's overall consumption targets. This was an area that the City Surveyor was seeking to address.

The City Surveyor advised Members that he would re-establish the Energy Board, with Chief Officers and other senior Officers as Members of the Board. Members suggested that it would be beneficial for Alderman Alison Gowman to attend meetings of this Board to provide a Member perspective.

A Member noted that while reducing energy consumption was important, it may be that consumption was not the most appropriate measure for energy usage, given that it may not factor in a more intensive use of assets. Therefore, he suggested that it may also be beneficial to track efficiency of energy usage, rather than just consumption. The Chairman noted that, in relation to this, there

had been discussion regarding creating a “trading account” for Guildhall events and energy usage would be intrinsically related to this.

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

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

There were no questions.

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

There were no urgent items.

9. **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.

**Item No.**

10-27

**Paragraphs in Schedule 12A**

3

10. **NON-PUBLIC MINUTES**

The Sub-Committee approved the non-public minutes of the previous meeting as an accurate record.

11. **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.

12. **SERVICE BASED REVIEW - STRATEGIC ASSET MANAGEMENT**

The Sub-Committee noted a joint report of the Town Clerk, Chamberlain and City Surveyor which provided information regarding the Strategic Review of Asset Management which had been undertaken as part of the Service Based Review.

13. **BUILDING, REPAIRS AND MAINTENANCE CONTRACT RE-TENDER**

The Sub-Committee noted a report of the City Surveyor which provided an update regarding the procurement of the Building Repairs and Maintenance Contract.

14. **CORPORATE PROPERTY ASSET MANAGEMENT STRATEGY 2012 - 2016 REVIEW**

The Sub-Committee noted a report of the City Surveyor which provided a review of the outcomes of the Corporate Property Asset Management Strategy 2012-2016.

15. **OPERATIONAL PROPERTY PORTFOLIO - CAPITAL PROJECTS 2016/17**

The Town Clerk informed the Sub-Committee that this report was withdrawn.

16. **OPERATIONAL PROPERTY PORTFOLIO - REPAIRS AND MAINTENANCE BOW WAVE UPDATE**

The Sub-Committee received a presentation from the Chamberlain which provided an update regarding the Repairs and Maintenance Bow Wave on the Operational Property Portfolio.

17. **SURPLUS PROPERTIES ON THE WOODREDON AND WARLIES ESTATE TO BE DECLARED SURPLUS TO CITY CORPORATION REQUIREMENTS**

The Sub-Committee considered and approved a report of the City Surveyor which provided an update regarding properties on Woodredon and Warlies Estate and proposed that these properties be declared as subject to the Corporation's Operational Requirements.

18. **DEVELOPING THE PUBLIC EVENTS PROGRAMME FOR GUILDHALL YARD AND PROMOTING USE BY CITY WORKERS**

The Sub-Committee noted a joint report of the City Surveyor and Director of Culture, Heritage and Libraries which provided information regarding proposals to develop the public events programme within the Guildhall Yard to promote the use of the space by City Workers.

19. **CITIGEN RE-NEGOTIATION UPDATE**

The Sub-Committee considered and approved a report of the Chamberlain which provided an update regarding the re-negotiation of the Citigen contractor.

20. **COMBINED HEAT AND POWER SYSTEM - ANNUAL REPORT 2015/16**

The Sub-Committee noted a report of the City Surveyor which provided the Annual Report for the Citigen Combined Heat and Power System for 2015/16.

21. **BUSINESS PLAN PROGRESS 2016-19 - QUARTER 2 2016/17**

The Sub-Committee noted a report of the City Surveyor which provided a progress report on the City Surveyor's Departmental Business Plan for 2016/17.

22. **CITY SURVEYOR'S DEPARTMENTAL QUARTERLY RISK REGISTER UPDATE**

The Sub-Committee noted a report of the City Surveyor which provided information of the City Surveyor's Departmental Risk Register.

23. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMMES - PROGRESS REPORT**

The Sub-Committee considered and approved a report of the City Surveyor which provided an update regarding progress and expenditure on the three year Additional Works Programme (AWP) to the end of September 2016.

24. **BARBICAN CENTRE - UPDATE ON CAPITAL WORKS**

The Sub-Committee noted a report of the Managing Director of the Barbican Centre which provided an update on the Barbican Centre Capital Cap programme.

**25. REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY AND URGENCY PROCEDURES SINCE THE LAST MEETING**

The Sub-Committee noted a report of the Town Clerk which advised of a decision taken under urgency procedures since the Sub-Committee's last meeting. This decision had been to approve the relocation of Adult Skills and Education Services to the Exchange, West Wing, and therefore allocate this area of property to the Community and Children's Services Department.

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

There were no questions.

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

There were two items of urgent business.

**The meeting closed at 3.25 pm**

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Chairman

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