

## PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 23 November 2016

**Minutes of the meeting of the Projects Sub (Policy and Resources) Committee held at the Guildhall EC2 at 1.45 pm**

### **Present**

#### **Members:**

Sir Michael Snyder (Chairman)	Deputy Catherine McGuinness
Keith Bottomley	Graham Packham
Marianne Fredericks	Deputy John Tomlinson
Christopher Hayward	James Tumbridge
Jeremy Mayhew	

#### **Officers:**

Peter Lisley	- Town Clerk's Department
Christopher Braithwaite	- Town Clerk's Department
Arshi Zaman	- Town Clerk's Department
Caroline Al-Beyerty	- Chamberlain's Department
Christopher Bell	- Chamberlain's Department
Kevin Mulcahy	- Chamberlain's Department
Paul Wilkinson	- City Surveyor
Mark Lowman	- City Surveyor's Department
Simon Glynn	- Department of the Built Environment
Steve Presland	- Department of the Built Environment
Jim Turner	- Barbican Centre
Hannah Bibbins	- Guildhall School of Music and Drama
Barry Ashton	- Community and Children's Services Department
Sarah Greenwood	- Community and Children's Services Department
Mike Kettle	- Community and Children's Services Department
Paul Murtagh	- Community and Children's Services Department
Mike Saunders	- Community and Children's Services Department
Christopher Earlie	- Culture, Heritage and Libraries Department
Geoff Pick	- Culture, Heritage and Libraries Department
Pauline Weaver	- City of London Police
Matt Burgess	- City of London Police

#### **1. APOLOGIES**

Apologies for absence were received from Mark Boleat and Hugh Morris.

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

Deputy Catherine McGuinness and Christopher Hayward each declared interests in agenda items 22 and 27 as Members and Directors of the City of London Academies Trust.

3. **MINUTES**

**RESOLVED** – That the minutes of the last meeting be approved as an accurate record, subject to an amendment being made to the resolutions in Minute Item 8 (Pay and Display Upgrade – Gateway 3/4/5 Details Options Appraisal and Authority to Start Work) to make clear that the resolutions sought to achieve a move to non-cash payments as part of the upgrades.

4. **GATEWAY APPROVAL PROCESS**

**RESOLVED** – That the Sub-Committee notes the Gateway Approval Process.

5. **RESOLUTION FROM FINANCE COMMITTEE - PROJECT PROCEDURE**

The Sub-Committee considered a resolution from the Finance Committee which suggested that an amendment be made to the Projects Procedure to provide the Corporate Asset Sub (Finance) Committee (CASC) with a strategic role for the prioritisation of operational property projects.

The Sub-Committee agreed that they were supportive of CASC receiving the proposed strategic role for the prioritisation of operational property projects at the Project initiation stage, but agreed that the amendment to the Project procedure would need to be clear that CASC's role was limited solely to that area, and not in the Gateway approval process or any other aspect of the project procedure. The Sub-Committee also agreed that it would be vital that the fulfilment of CASC's role did not cause any delays to the current Project Procedure.

**RESOLVED** – That the Sub-Committee notes the resolution and endorses it to Policy and Resources Committee for approval subject to:

- The amendment procedure being clear that CASC's role is limited to the strategic prioritisation of projects, and no role was created for CASC within the Gateway approval process or any other aspect of the project procedure; and
- The fulfilment of CASC's role not causing any delays to the current Project Procedure.

6. **WEST SMITHFIELD AREA STRATEGY: PEDESTRIAN ACCESSIBILITY IMPROVEMENTS - GATEWAY 2 PROJECT PROPOSAL**

The Sub-Committee considered a report of the Director of the Built Environment which proposed a project to make accessibility improvements (such as widened footways, raised pedestrian tables, dropped kerbs, improved crossings and street clutter removal) in the West Smithfield area.

A Member queried whether a further project would take place regarding improvements to Long Lane. The Chairman of Planning and Transportation Committee confirmed that such a project would take place.

**RESOLVED** – That the Project proceed to the next Gateway on the Light route.

7. **EASTERN CITY CLUSTER SECURITY PROJECT - GATEWAY 2 PROJECT PROPOSAL**

The Sub-Committee considered a report of the Director of the Built Environment which proposed a project to develop options and implement a security master-plan in the Eastern City Cluster.

Members commented that the costs of actions to reach the next Gateway appeared to be higher than would have been expected. Therefore, the Sub-Committee agreed that further clarification regarding these costs should be provided to the Chairman and Deputy Chairman prior to any spending taking place.

**RESOLVED** – That the Project proceed to the next Gateway on the Complex route, subject to the Chairman and Deputy Chairman being provided with further clarification regarding the costs to reach the next Gateway prior to any spending taking place.

8. **MARK LANE PUBLIC REALM ENHANCEMENTS - GATEWAY 6 PROGRESS REPORT**

The Sub-Committee considered a report of the Director of the Built Environment which provided an update on progress with the Mark Lane Public Realm Enhancements Project.

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

- a) Authorises the proposed budget plan summarised in Appendix 2, table D to complete Phase 1 works and further design appraisal to develop Phase 2, totalling £76,357; to be funded from the 64-74 Mark Lane Section 106 Agreement; and
- b) Agrees that any unspent Phase 1 funds will be reallocated to implement Phase 2.

9. **LIME STREET AND CULLUM STREET AREA - GATEWAY 6 PROGRESS REPORT**

The Sub-Committee considered a report of the Director of the Built Environment which provided an update on progress on the Lime Street and Cullum Street Area Project.

**RESOLVED** – That the Sub-Committee approves the budget adjustment of £41,253, funded from the Cullum Street enhancement works budget underspend.

10. **NEW FULLY ACCESSIBLE EDUCATION AND COMMUNITY ENGAGEMENT CENTRE AT TOWER BRIDGE - GATEWAY 2 PROJECT PROPOSAL**

The Sub-Committee considered a report of the Director of the Culture, Heritage and Libraries which set out proposals for a project to install a new mezzanine floor between levels 2 and 3 of the North Tower of Tower Bridge, to create a fully functional and accessible Learning and Community Engagement Centre.

**RESOLVED** – That the project progress to the next Gateway on the Regular route.

11. **WINDSOR HOUSE - COMMUNAL AND ESTATE WIDE REPAIRS - ISSUES REPORT (GATEWAY 2)**

The Sub-Committee considered a report of the Director of Community and Children's Services which requested approval for budget for the Windsor House Communal and Estate Wide repairs project to be allocated to allow a procurement exercise to commence for a condition survey and options report.

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

- a) notes the contents of the report;
- b) approves the provision of £16,900 for staff and consultant fees in order that a condition survey may be undertaken
- c) following procurement, and subject to tender analysis and adequate budget provision, agrees that a consultant is appointed to carry out the survey and options report.
- d) agrees that officers report back in order to seek approval for any further spending necessary for any works to proceed.

12. **BARBICAN ESTATE RESIDENTIAL BAGGAGE STORE/STORAGE SPACE INSTALLATION - GATEWAY 3/4 OPTIONS APPRAISAL**

The Sub-Committee considered a report of the Director of Community and Children's Services which set out the options appraisal for the Barbican Estate Residential Baggage Store project.

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

- a) Option 1 is approved for proceeding to Procurement and Gateway 5.
- b) the estimated budget of £618,850 is noted.
- c) a budget of £18,850 is approved to reach the next Gateway.
- d) an increase of staff costs to £18,850 is approved.

13. **BARBICAN CENTRE - INVESTMENT IN BARS - GATEWAY 7 OUTCOME REPORT**

The Sub-Committee considered a report of the Managing Director, Barbican Centre which provided information of the outcomes of the project for the Investment in Bar Operations.

The Chairman commented that the Sub-Committee should be provided with information, in December 2016 or January 2017, regarding the outturn of any savings or additional income which had been sought from Projects, since the inception of the Sub-Committee. This would allow the Sub-Committee to assess whether proposed savings or additional income were consistently being achieved. The Chamberlain agreed that this could be provided.

**RESOLVED** – That:

- a) the lessons learnt be noted and the project closed; and

- b) the Chamberlain will provide a report in December 2016 or January 2017 providing information regarding the achievement of savings or additional income from projects since the inception of the Sub-Committee.

**14. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

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

There were no items of urgent business.

**16. 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.

<b>Item No.</b>	<b>Paragraph No</b>
17-41	3

**17. NON-PUBLIC MINUTES**

The Sub-Committee approved the minutes of the last meeting as an accurate record.

**18. 6 - 8 EASTCHEAP - REFURBISHMENT OF OFFICE FLOORS - GATEWAY 2 PROJECT PROPOSAL**

The Sub-Committee considered and approved a report of the City Surveyor which set out the proposal for a project for the refurbishment of office floors at 6-8 Eastcheap.

**19. POULTRY MARKET MAJOR REPAIRS PROJECT - GATEWAY 4 DETAILED OPTIONS APPRAISAL**

The Sub-Committee considered and delegated authority to the Town Clerk to approve a report of the City Surveyor which provided the detailed options appraisal for the Poultry Market Major Repairs Project.

**20. 21 WHITEFRIARS STREET REFURBISHMENT OF 3RD FLOOR AND RECEPTION AREA - ISSUE REPORT (GATEWAY 3/4)**

The Sub-Committee considered and approved a report of the City Surveyor which advised the Sub-Committee that the fixed price tender sum, for the project for the refurbishment of the third floor and reception area of 21 Whitefriars Street, had exceeded the feasibility estimate and did not offer best value.

**21. CENTRAL CRIMINAL COURT PLANT REPLACEMENT: PHASE 2 - GATEWAY 5 AUTHORITY TO START WORK**

The Sub-Committee considered and approved a report of the City Surveyor which sought approval to start work on Phase 2 of the Central Criminal Court Plant Replacement Project.

22. **CITY OF LONDON PRIMARY ACADEMY SOUTHWARK - PHASE 1 & 2 - GATEWAY 6 PROGRESS REPORT**  
The Sub-Committee considered and approved a report of the City Surveyor which requested additional funding for the City of London Primary Academy Phase 1 and 2 Project.
23. **CITY OF LONDON SCHOOL SUMMER WORKS 2016 - GATEWAY 6 PROGRESS REPORT**  
The Sub-Committee considered and approved a report of the City Surveyor which provided information of progress in the City of London School Summer Works Programme.
24. **ELECTRONIC SOCIAL CARE REPORTING AND CASE MANAGEMENT SYSTEM - GATEWAY 2 PROJECT PROPOSAL**  
The Sub-Committee considered and approved a report of the Director of Community and Children's Services which provided details of a project for an electronic case management and recording system for children's and adults' social care, special educational needs and disabilities, and early help services.
25. **ISLINGTON ARTS FACTORY - ISSUES REPORT (GATEWAY 3)**  
The Sub-Committee considered and approved a report of the Director of Community and Children's Services which requested additional fees to address Listing Conditions and submit a revised Planning and Listing Building Consent application for the Islington Arts Factory project.
26. **PROVISION OF ADDITIONAL SOCIAL HOUSING AT ISLEDEN HOUSE, LONDON N1 8PP - GATEWAY 3/4 OPTIONS APPRAISAL**  
The Sub-Committee considered and approved a report of the Director of Community and Children's Services which set out the options for the project to provide additional social housing at Isleden House, London N1 8PP.
27. **PROVISION OF ADDITIONAL PRIMARY SCHOOL PLACES AND SOCIAL HOUSING ON THE FORMER RICHARD CLOUDESLEY SCHOOL SITE, GOLDEN LANE, EC1 - GATEWAY 4 DETAILED OPTIONS APPRAISAL**  
The Sub-Committee considered and approved a report of the Director of Community and Children's Services which sought approval for the detailed options appraisal for the project to provide additional primary school places and social housing on the former Richard Cloudesley School site at Golden Lane.
28. **AVONDALE SQUARE ESTATE, GEORGE ELLISON AND ERIC WILKINS HOUSES - ROOFS AND WINDOWS - GATEWAY 5 AUTHORITY TO START WORK**  
The Sub-Committee considered and approved a report of the Director of Community and Children's Services which sought authority to start work on roof repairs and window replacements to George Ellison House and Eric Wilkins House.
29. **DECENT HOMES UPGRADE WORKS TO AVONDALE SQUARE ESTATE, HOLLOWAY ESTATE (PARTIAL) AND WILLIAM BLAKE ESTATE - ISSUE REPORT (GATEWAY 6)**

The Sub-Committee considered and approved a report of the Director of Community and Children's Services which sought approval to terminate the contract for Decent Homes upgrades to works at Avondale Square Estate, Holloway Estate and William Blake Estate and to proceed with the remaining upgrades as a new project.

30. **TACTICAL FIREARMS GROUP BODY WORN VIDEO PROJECT - GATEWAY 2 PROJECT PROPOSAL**

The Sub-Committee considered and approved a report of the Commissioner of the City of London Police which set out proposals for a project to roll out Body Worn Video capability to the specialist Tactical Firearms Group Officers, along with licenses for use of a Video Management System.

31. **LONDON METROPOLITAN ARCHIVE - FUTURE ACCOMMODATION PLANNING - ISSUES REPORT (GATEWAY 2)**

The Sub-Committee considered and approved a report of the Director of Culture, Heritage and Libraries which sought approval for a release of funds for the procurement of specialist advice in relation to the London Metropolitan Archives' long term service requirements.

32. **RENEWAL GENERAL ELECTRICAL AND DIMMER INSTALLATION SILK STREET THEATRE - ISSUE REPORT (GATEWAY 4)**

The Sub-Committee considered and approved a report of the Principal of the Guildhall School of Music and Drama which sought approval to re-tender the project to renew the general electrical and dimmer system at Silk Street Theatre.

33. **BARBICAN CENTRE - NEW RETAIL UNIT - ISSUES REPORT (GATEWAY 5)**

The Sub-Committee considered and approved a report of the Managing Director of the Barbican Centre which sought approval for an increased project sum for the project to install a New Retail Unit at the Barbican Centre.

34. **FROBISHER LEVEL 4 BARBICAN CENTRE - ISSUES REPORT (GATEWAY 5)**

The Sub-Committee considered and approved a report of the Managing Director of the Barbican Centre which sought approval for an increase in the project sum for the project for the works to Frobisher Level 4.

35. **BUILDINGS PROGRAMME (INCLUDING HOUSING PROJECTS) - RED AND AMBER PROJECTS**

The Sub-Committee noted a report of the City Surveyor which provided information regarding the Buildings Programme projects managed by the City Surveyor's Department and the Community and Children's Services Department.

36. **INFORMATION SYSTEMS PROGRAMME - RED AND AMBER PROJECTS REPORT**

The Sub-Committee noted a report of the Chamberlain which presented information regarding the projects managed by the Information Systems Division.

**37. CITY OF LONDON POLICE PROGRAMME- RED, AMBER AND GREEN PROJECTS UPDATE**

The Sub-Committee noted a report of the Commissioner of the City of London Police which provided information of projects managed by the City of London Police.

**38. CULTURE, HERITAGE AND LIBRARIES PROGRAMME - RED, AMBER, GREEN PROJECTS UPDATE**

The Sub-Committee noted a report of the Director of Culture, Heritage and Libraries which provided information of the projects managed by Culture, Heritage and Libraries Department.

**39. 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 of decisions taken under delegated authority or urgency since the last meeting.

**40. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

**41. 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 3.05 pm**

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Chairman

**Contact Officer: Chris Braithwaite  
tel.no.: 020 7332 1427  
christopher.braithwaite@cityoflondon.gov.uk**