

PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 14 March 2018

Minutes of the meeting of the Projects Sub (Policy and Resources) Committee held at the Guildhall EC2 at 9.00 am

Present

Members:

Sir Michael Snyder (Chairman)
Hugh Morris (Deputy Chairman)
Deputy Keith Bottomley

Marianne Fredericks
Deputy Jamie Ingham Clark

In Attendance:

Susan Pearson

Officers:

Alistair MacLellan	-	Town Clerk's Department
Paige Upchurch	-	Town Clerk's Department
Rohit Paul	-	Town Clerk's Department
Sarah Baker	-	Town Clerk's Department
Peter Lisle	-	Town Clerk's Department
Melissa Richardson	-	Town Clerk's Department
Philip Everett	-	Town Clerk's Department
David Jones	-	Town Clerk's Department
Jonathan Poyner	-	Guildhall School of Music and Drama
Hannah Bibbins	-	Guildhall School of Music and Drama
Paul Murtagh	-	Department of Community and Children's Services
Caroline Al-Beyerty	-	Chamberlain's Department
Mona Lewis	-	Chamberlain's Department
Chris Hartwell	-	City Surveyor's Department
Ola Obadara	-	City Surveyor's Department
Paul Monaghan	-	Department of the Built Environment
Steve Presland	-	Department of the Built Environment
Leah Coburn	-	Department of the Built Environment
Charles Griffiths	-	City of London School
David Drane	-	City of London Police

1. APOLOGIES

Apologies were received from Nick Bensted-Smith, Sir Mark Boleat, Karina Dostalova, Chris Hayward, Deputy Catherine McGuinness, Deputy John Tomlinson and James Tumbridge.

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

There were no declarations of interests.

3. **MINUTES**

RESOLVED – That the public minutes and summary of the meeting held on 14 February 2018 are approved as an accurate record.

4. **OUTSTANDING ACTIONS**

Members considered a report of the Town Clerk regarding outstanding actions. In response to a request from the Chairman, the Town Clerk agreed to add an action to the list regarding 'called-in' projects that ordinarily did not require Member approval, so that Members could satisfy themselves that existing delegated processes were fit for purpose.

RESOLVED – that the report be noted.

5. **GATEWAY APPROVAL PROCESS**

RESOLVED – That the Gateway Approval Process be noted.

6. **CITY OF LONDON APPROACH TO PROJECT MANAGEMENT**

Members considered a report of the Assistant Town Clerk and the Cultural Hub Director regarding the City of London Approach to Project Management and the following points were raised:

- The Town Clerk noted that the proposed approach aimed to grant projects greater scrutiny before they reached Members for consideration. Moreover the proposed approach was designed to give Spending Committees greater ownership and accountability for their projects.
- The Town Clerk noted that risk management was priority to be reviewed. Project Managers would be encouraged to identify risks and mitigation and seek to quantify risk in greater detail, with the release of contingency monies being streamlined for projects where risk had been adequately identified and planned for. A report on the management of costed risk items and their associated financials would be submitted to the May 2018 meeting.
- A Member commented on the capability and skills set of project managers and whether training should be looked into. The Town Clerk confirmed that training would be reviewed, and consideration given to external project managers for more specialist or complicated projects.
- A Member commented that new project reporting templates needed to make project governance clearer.
- The Town Clerk noted that project gateway numbers could be replaced with a named title for each stage, to which the Chairman suggested that numbered Gateways were useful and should be amended as little as possible.

RESOLVED – That Members:

- Approved the suggested amendments to the project reporting process.

7. CITY OF LONDON MAJOR WORKS STRATEGY STAGE 1

Members considered a report of the Chamberlain regarding the City of London Major Works Strategy.

RESOLVED - That Members:

- Approve the strategy, implementation and procurement route for Major Works between £1m and £15m, which is to develop 4 strategic frameworks for works within an estimated total annual value range £130m to £245m. These will be procured as follows:
 - Framework 1 – £1m-£4.6m/ OJEU threshold (IPG, CPG, Open Space, Police, Markets and Barbican)
 - Framework 2 –£1m to £4.6m/OJEU threshold (Housing)
 - Framework 3 - £4.6m/OJEU to £15million (IPG, CPG, Open Space, Police, Markets and Barbican)
 - Framework 4 - £4.6m/OJEU to £15million (Housing)
- Approve the evaluation criteria; the proposed evaluation criteria of 60% quality 40% price is in line with the Procurement Code. The proposed weighting towards quality reflects the priority and focus of getting the quality of the service element right.
- Approve undertaking of soft market testing in May 2018 and look to procure a strategic solution in September 2018 with a potential award date in March 2019.

8. GATEWAY 1 & 2 - NEW ENTRANCE SILK STREET BUILDING

Members considered a Gateway 1&2 Proposal (Regular) Report of the Principal of the Guildhall School of Music and Drama regarding a new entrance for Silk Street Building and the following points were made:

- The Chairman shared his agreement that the works need doing but commented that no income would be generated from the project.
- The Chairman commented that this project also required approval from the Resource Allocation Sub-Committee.

RESOLVED – That Members approve the project for progression to Gateway 3/4 on the Regular route.

9. GATEWAY 1 & 2 - PIANO REPLACEMENT - GUILDHALL SCHOOL OF MUSIC & DRAMA

Members considered a Gateway 1&2 Project Proposal (Light) report of the Principal of the Guildhall School of Music and Drama regarding a piano replacement. In response to a comment by the Chairman, the Chamberlain confirmed that the budget source for monies for this project applied to both the Guildhall School and the Barbican Centre

RESOLVED – That Members approved the project for progression to Gateway 4a on the Light route.

10. **GATEWAY 3 ISSUE - BANK JUNCTION IMPROVEMENTS PROJECT**

Members considered a Gateway 3 Issue (Complex) report of the Director of the Built Environment regarding the Bank Junction Improvements Project. In response to a question, the Director of the Built Environment informed members that the eighteen month delay was due to the ongoing Bank Junction trial.

RESOLVED – That Members:

- Approved the request to postpone activity on the Bank Junction Improvements Project until Autumn 2018.
- Acknowledged the 18-month delay to the delivery of the Bank Junction Improvements Project and that this delay would not impact on the ability to deliver physical change at Bank before additional capacity works were completed at Bank Underground Station.

11. **GATEWAY 3 & 4 - DESIGN, BUILD, SUPPORT AND HOSTING FOR NEW WEBSITE**

Members considered a Gateway 3/4 Options Appraisal (Regular) report of the Town Clerk regarding the design, build support and hosting for the new website. The Town Clerk noted that the figures outlined within the report needed to be updated and therefore requested delegated authority to consider the report in consultation with the Chairman and Deputy Chairman.

RESOLVED – That Members:

- Agree to delegate authority to the Town Clerk to consider, in consultation with the Chairman and Deputy Chairman, the updated report on design, build, support and hosting for the new website.

12. **GATEWAY 6 PROGRESS - LONDON WALL PLACE - S278 HIGHWAY WORK AND ADDITIONAL SECURITY MEASURES**

Members considered a Gateway 6 Progress Report of the Director of the Built Environment regarding S278 Highway Work and additional security measures.

RESOLVED – That Members:

- Approve the implementation of the additional security measures on the public highway outside 1 London Wall Place.

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

There were no questions.

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

There were no items of urgent business.

15. **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.

16. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 14 February 2018 be approved as a correct record.

17. **NON-PUBLIC OUTSTANDING ACTIONS**

Members considered a report of the Town Clerk regarding non-public outstanding actions.

18. **REQUEST FOR DELEGATED AUTHORITY DECISIONS IN LIEU OF APRIL 2018 MEETING**

Members considered a report of the Town Clerk regarding delegated authority requests in lieu of a April 2018 meeting.

19. **GATEWAY 1 & 2 - CITY'S CASH- REDEVELOPMENT OF SMITHFIELD ANNEXE, LONDON EC1**

Members considered a Gateway 1&2 Project Proposal (Complex) Report of the City Surveyor regarding the redevelopment of Smithfield Annex.

20. **NON-PUBLIC APPENDIX TO ITEM 7 - CITY OF LONDON MAJOR WORKS STRATEGY STAGE 1**

Members considered a non-public appendix to Item 7 – City of London Major Works Strategy Stage 1.

21. **GATEWAY 1 & 2 - SMITHFIELD RAILWAY TUNNEL LIDS**

Members considered a Gateway 2 Project Proposal (Regular) Report of the Town Clerk regarding Smithfield Railway tunnel lids.

22. **GATEWAY 1 & 2 - SOUTHWARK BRIDGE SOUTH VIADUCT WATERPROOFING**

Members considered a Gateway 1&2 Project Proposal (Regular) report of the Director of the Built Environment regarding waterproofing Southwark Bridge South Viaduct.

23. **GATEWAY 1 & 2 - BLACKFRIARS BRIDGE PARAPET REFURBISHMENT AND BRIDGE REPAINTING**

Members considered a Gateway 1&2 Project Proposal (Regular) Report of the Director of the Built Environment regarding Blackfriars Bridge parapet refurbishment and painting.

24. **GATEWAY 3 - SUMNER BUILDINGS**

Members considered a Gateway 3 Outline Options Appraisal (Complex) Report of the Director of Community and Children's Services regarding the Sumner buildings.

25. **GATEWAY 4 ISSUE - BARBICAN ESTATE CONCRETE REPAIRS**
Members considered a Gateway 4 Issue (Regular) report of the Director of Community and Children's Services regarding concrete repairs at Barbican Estate.
26. **GATEWAY 1/2/3/4 - CITY OF LONDON SCHOOL SUMMER WORKS PROGRAMME**
Members considered a Gateway 1-4 Project Proposal and Options Appraisal (Regular) report of the Headmaster of the City of London School regarding the School's summer works programme.
27. **GATEWAY 1/2/3/4 - CITY OF LONDON SCHOOL - REPLACEMENT HEAT SOURCE/BOILERS**
Members considered a Gateway 1-4 Project Proposal and Options Appraisal (Regular) report of the Headmaster of the City of London School regarding replacing the schools heat source and boilers.
28. **GATEWAY 5 ISSUE - GOLDEN LANE COMMUNITY CENTRE**
Members considered a Gateway 5 Issues Report of the Director of Community and Children's Services regarding Golden Lane Community Centre.
29. **GATEWAY 6 ISSUE - ACTION AND KNOW FRAUD CENTRE - CONTRACT SERVICE BUDGET**
Members considered a Gateway 6 Issue (Complex) Report of the Commissioner of the City of London Police the contract for the Action Know Fraud Centre.
30. **GATEWAY 7 - LIBRARIES & LMA IT AND INFRASTRUCTURE PROJECT**
Members considered a Gateway 7 Outcome (Light) Report of the Director of Community and Children's Services regarding the Libraries and LMA IT and Infrastructure project.
31. **BUILDINGS PROGRAMME (HOUSING PROJECTS) - RED, AMBER AND GREEN**
Members received a report of the Director of Community and Children's Services providing an update on the red, amber and green projects of the Buildings Programme.
32. **HIGHWAYS AND PUBLIC REALM PROGRAMME- RED, AMBER, GREEN UPDATE**
Members received a report of the Director of the Built Environment providing an update on the red, amber and green projects of the Built Environment.
33. **TOWN CLERK'S PROGRAMME - RED, AMBER, GREEN UPDATE**
Members received a report of the Town Clerk providing an update on the red, amber and green projects of the Town Clerk's department.

34. REPORT ON ACTION TAKEN

Members considered a report of the Town Clerk regarding action taken under delegated authority or urgency procedures since the last meeting.

35. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

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

Members considered two items of other business.

The meeting closed at 10.00 am

Chairman

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