



## Corporate Asset Sub (Finance) Committee

**Date:** WEDNESDAY, 17 JULY 2013  
**Time:** 3.30 pm  
**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

**Members:** Roger Chadwick (Chairman)  
Ray Catt (Deputy Chairman)  
Deputy Douglas Barrow  
Mark Boleat  
Deputy Michael Cassidy  
Brian Harris

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**John Barradell**  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING**
3. **MINUTES**
  - (a) To agree the public minutes and summary of the meeting held on 4 December 2012 (copy attached).
  - (b) To agree the public minutes and summary of the inquorate meeting held on 22 May 2013 (copy attached).
4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
5. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
6. **EXCLUSION OF THE PUBLIC**

MOTION - 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 the Schedule 12A of the Local Government Act.

**For Decision**  
(Pages 1 - 8)

<b>Item No.</b>	<b>Exempt Paragraphs</b>
7-19	2, 3 and 4

## Part 2 - Non-Public Agenda

7. **MINUTES**
  - (a) To agree the non-public minutes of the meeting held on 4 December 2012 (copy attached).
  - (b) To agree the non-public minutes of the inquorate meeting held on 22 May 2013 (copy attached).
8. **CITY SURVEYOR'S DEPARTMENT - REORGANISATION CHANGE MANAGEMENT PROJECT**

Report of the City Surveyor (copy attached).

**For Decision**  
(Pages 9 - 16)

**For Information**  
(Pages 17 - 26)

9. **FIRST REGISTRATION OF THE CITY'S FREEHOLD TITLES - PROGRESS SINCE FEBRUARY 2012**  
 Joint report of the City Surveyor and Comptroller and City Solicitor (copy attached).  
**For Information**  
 (Pages 27 - 34)
10. **CITIGEN - UPDATE**  
 Report of the City Surveyor (copy attached).  
**For Information**  
 (Pages 35 - 38)
11. **ST LAWRENCE JEWRY**  
 City Surveyor to be heard.
12. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2008/09 AND 2009/10 LATEST PROGRESS REPORT**  
 Report of the City Surveyor– deferred from inquorate meeting on 22 May 2013 (copy attached).  
**For Decision**  
 (Pages 39 - 42)
13. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2008/09 AND 2009/10 LATEST PROGRESS REPORT**  
 Report of the City Surveyor (copy attached).  
**For Information**  
 (Pages 43 - 46)
14. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2010/11 - PROGRESS REPORT**  
 Report of the City Surveyor (copy attached).  
**For Information**  
 (Pages 47 - 50)
15. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2011/12 - PROGRESS REPORT**  
 Report of the City Surveyor (copy attached).  
**For Information**  
 (Pages 51 - 56)
16. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2012/13 PROGRESS REPORT**  
 Report of the City Surveyor (copy attached).  
**For Information**  
 (Pages 57 - 62)

17. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME 2014-15 - PROGRESS REPORT**  
Report of the City Surveyor (copy attached).  

**For Decision**  
(Pages 63 - 90)
18. **GUILDHALL AREA STRATEGY**  
Report of the Director of Built Environment – **deferred from the inquorate meeting on 22 May 2013** (copy attached).  

**For Decision**  
(Pages 91 - 108)
19. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
20. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

# Agenda Item 3

## **CORPORATE ASSET SUB (POLICY AND RESOURCES) COMMITTEE** **Tuesday, 4 December 2012**

Minutes of the meeting of the Corporate Asset Sub (Policy and Resources)  
Committee held at Committee Room - 2nd Floor West Wing, Guildhall on Tuesday, 4  
December 2012 at 10.00 am

### **Present**

#### **Members:**

Mark Boleat (Chairman)  
Deputy Michael Cassidy  
Roger Chadwick  
Archie Galloway

#### **Officers:**

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1. **APOLOGIES**  
There were no apologies.
2. **DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING**  
There were no declarations.
3. **MINUTES**  
The public minutes and summary of the meeting held on 27 September 2012 were approved, subject to the timing of the meeting ending at 11.25am and not 11.25pm as stated.
4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**  
**Chairmanship**  
In answer to a question, the Chairman advised that his last meeting would be in May 2013.
5. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**  
There was no urgent items of business.
6. **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 1 of the Schedule 12A of the Local Government Act.

**Item No.**

**Exemption Paragraph(s)**

7. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 27 September 2012 were approved.

8. **GUILDHALL AREA STRATEGY AND YARD - COFFEE VENDING PROPOSALS**

The City Surveyor gave a presentation to the Sub Committee with regards to the Guildhall Area Strategy and Yard.

RECEIVED.

9. **CORPORATE ASSET MANAGEMENT STRATEGY**

The Sub Committee approved a report of the City Surveyor relative to the Corporate Property - Asset Management Strategy 2012/2016 and also providing an update on the evolving strategic asset management Guidelines.

10. **CITY SURVEYOR'S BUSINESS PLAN 2012-15 QUARTER 2 2012-13 UPDATE**

The Sub Committee received a report of the City Surveyor relative to Quarter 2 progress made against the 2012-15 business plan and identifying key risk areas associated with the delivery of that plan.

RECEIVED.

11. **POLICE ACCOMMODATION STRATEGY - GATEWAY 3 OUTLINE OPTIONS APPRAISAL**

The Sub Committee approved a report of the City Surveyor relative to the Gateway 3 Outline Options Appraisal for the Police Accommodation Strategy.

12. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMMES 2008-09 AND 2009-10 LATEST PROGRESS REPORT**

A report of the City Surveyor setting out progress as at 30 September 2012 in the agreed Additional Repairs and Maintenance Programme for 2008-09 and 2009-10 was received.

RECEIVED.

13. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2010/11 PROGRESS REPORT**

A report of the City Surveyor setting out progress as at 30 September 2012 in undertaking projects in the agreed 2010-11 Additional Repairs and Maintenance Programme was received.

RECEIVED.

**14. ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2011/12  
PROGRESS REPORT**

A report of the City Surveyor setting out progress as at 30 September 2012 in undertaking priority projects identified and included in the agreed 2011-12 Additional Repairs and Maintenance Programme was received.

RECEIVED.

**15. ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2012/13  
PROGRESS REPORT**

A report of the City Surveyor setting out progress as at 30 September 2012 in undertaking priority projects identified and included in the agreed 2012-13 Additional Repairs and Maintenance Programme was received.

RECEIVED.

**16. ST LAWRENCE JEWRY CHURCH, GUILDHALL - PROGRESS REPORT**

The Sub Committee received a joint report of the City Surveyor and the Town Clerk regarding the future funding and management arrangements for St Lawrence Jewry.

RECEIVED.

**17. GUILDHALL AND BARBICAN CENTRE FIRE ALARMS**

The City Surveyor updated the Sub Committee regarding the Guildhall and Barbican Centre Fire Alarms.

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

There were no questions.

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

There were no urgent items.

**The meeting ended at Time Not Specified**

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Chairman

**Contact**  
tel. no.: 020 7332 3113  
gregory.moore@cityoflondon.gov.uk

**Officer:**

**Gregory**

**Moore**



**CORPORATE ASSET SUB (FINANCE) COMMITTEE**  
**Wednesday, 22 May 2013**

Minutes of the inquorate meeting of the Corporate Asset Sub (Finance) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 22 May 2013 at 10.30 am

**Present**

**Members:**

Ray Catt  
Brian Harris

**Officers:**

Jacky Compton	- Town Clerk's Department
Daniel Hooper	- Town Clerk's Department
Peter Bennett	- City Surveyor
Bob Meldrum	- City Surveyor's Department
Peter Collinson	- City Surveyor's Department
Victor Callister	- Department of the Built Environment
Peter Young	- City Surveyor's Department
Dianne Merrifield	- Chamberlain's Department
Hannah Bibbins	- Guildhall School of Music and Drama

**1. APOLOGIES**

Apologies received from Roger Chadwick (Chairman), Mark Boleat and Deputy Michael Cassidy.

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

There were no declarations.

**3. MINUTES**

Ratification of the minutes of the meeting held on 4 December 2012 were deferred.

**4. APPOINTMENT OF A REPRESENTATIVE ON THE GUILDHALL IMPROVEMENT COMMITTEE**

The Town Clerk advised that the Sub Committee needed to appoint a representative onto the Guildhall Improvement Committee.

Ray Catt stated that he would be willing to stand as the representative.

5. **WALBROOK WHARF - TRANSFER OF RESPONSIBILITIES**  
The Sub Committee received a report of the City Surveyor relative to the Transfer of Responsibilities of Walbrook Wharf.

RECEIVED.

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

There were no questions.

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

There were no urgent items.

8. **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 the Schedule 12A of the Local Government Act.

**Item No.**

9-19

**Paragraphs in Schedule 12A**

3

9. **NON-PUBLIC MINUTES**

Ratification of the minutes of the meeting held on 4 December 2012 were deferred.

10. **CITY SURVEYOR'S BUSINESS PLAN 2012-15 QUARTER 3 2012-13 UPDATE**

The Sub Committee received a report of the City Surveyor relative to the City Surveyor's Business Plan 2012-15 Quarter 3 2012-15 Update.

RECEIVED.

11. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2008/09 AND 2009/10 LATEST PROGRESS REPORT**

The Sub Committee received a report of the City Surveyor relative to the Additional Repairs and Maintenance Programme for 2008/09 and 2009/10 latest progress report.

RECEIVED.

12. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2010/11 - PROGRESS REPORT**

The Sub Committee received a report of the City Surveyor relative to the Additional Repairs and Maintenance Programme for 2010/11 progress report.

The Town Clerk advised that as the meeting was inquorate and the Sub Committee's approval was needed, this report would be circulated to the Sub Committee under urgency procedures.

RECEIVED.

13. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2011/12 - PROGRESS REPORT**

The Sub Committee received a report of the City Surveyor relative to the Additional Repairs and Maintenance Programme for 2011/12 progress report.

RECEIVED.

14. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - 2012/13 - PROGRESS REPORT**

The Sub Committee received a report of the City Surveyor relative to the Additional Repairs and Maintenance Programme for 2012/13 progress report.

RECEIVED.

15. **CORPORATE FM CONTRACTS PERFORMANCE REPORT**

The Sub Committee received a report of the City Surveyor relative to the Corporate Contract Performance.

RECEIVED.

16. **GUILDHALL AREA STRATEGY - UPDATE**

The Sub Committee received a report of the Director of the Built Environment relative to an update on the Guildhall Area Strategy.

The Town Clerk advised that as the meeting was inquorate and the Sub Committee's approval was needed, this report would be circulated to the Sub Committee under urgency procedures.

RECEIVED.

17. **PROGRESS REPORT CAPITAL/SUPPLEMENTARY REVENUE PROGRAMME 2009/10-2013/14 AND PROPOSALS FOR CAPITAL/SUPPLEMENTARY REVENUE PROGRAMME 2014/15-2016/17**

The Sub Committee received a report of the Principal of Guildhall School of Music and Drama relative to a progress report Capital/Supplementary Revenue Programme 2009/2010 – 2013/14 and proposals for Capital /Supplementary Revenue Programme 2014/15 – 2016/17.

RECEIVED.

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

There were no questions.

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

There were no urgent items.

**The meeting ended at 10.45 am**

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Chairman

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# Agenda Item 7

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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# Agenda Item 8

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of the Local Government Act 1972.

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# Agenda Item 9

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of the Local Government Act 1972.

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# Agenda Item 18

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of the Local Government Act 1972.

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