

**CORPORATE ASSET SUB (FINANCE) COMMITTEE**  
**Thursday, 4 April 2019**

Minutes of the meeting of the Corporate Asset Sub (Finance) Committee held at  
Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 4 April 2019 at  
1.45 pm

**Present**

**Members:**

Nicholas Bensted-Smith (Chairman)  
Dominic Christian (Deputy Chairman)  
Randall Anderson  
John Chapman  
Marianne Fredericks  
Michael Hudson  
Deputy Wendy Hyde  
Jeremy Mayhew

**Officers:**

Alison Bunn	- City Surveyor's Department
Paul Friend	- City Surveyor's Department
John Galvin	- Performance Management Officer
Richard Jeffrey	- Comptroller and City Solicitor's Department
Mike Kettle	- Community and Children's Services Department
Hazel Lerigo	- Chamberlain's Department
Andrew Little	- Chamberlain's Department
Richard Litherland	- City Surveyor's Department
Dianne Merrifield	- Chamberlain's Department
Martin Newton	- Town Clerk's Department
Jonathon Poyner	- Barbican Centre
Dorian Price	- Guildhall Manager
Laura Simpson	- Town Clerk's Department
Paul Wilkinson	- City Surveyor
Sue Williams	- Bursar, City of London Freeman's School
Peter Young	- City Surveyor's Department

**1. APOLOGIES**

Apologies for absence were received from Alderman Alison Gowman, Christopher Hayward, Deputy Jamie Ingham Clark, Jeremy Simons and Deputy Philip Woodhouse.

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

No declarations of interest were made.

3. **MINUTES**

**RESOLVED** – That the public minutes and non-public summary of the previous meeting held on 30 January 2019 be approved as an accurate record.

4. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**

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

It was noted that item P02/2019 had now been closed.

RECEIVED.

5. **WORK PROGRAMME FOR FUTURE MEETINGS**

The Sub-Committee considered a joint report of the Town Clerk and City Surveyor which provided information of the Work Programme for future meetings. It was noted that the energy performance quarter 4 report would be submitted to the June meeting.

RECEIVED.

6. **CITY SURVEYOR'S PROPOSED BUSINESS PLAN 2019/2024**

The Sub-Committee had before them the City Surveyor's report on his department's final high-level business plan for 2019/24.

**RESOLVED** – That the City Surveyor's Department's final high-level business plan for 2019/24 be approved.

7. **EV CHARGE POINTS FOR TRANSITION TO A ZERO-EMISSION FLEET**

The Chamberlain reported on the EV charge points for transition to a zero-emission fleet.

**RESOLVED** – That

(a) progression to Gateway 4a be approved;

(b) a £5,000 budget to proceed to the next gateway (internal staff costs) be authorised;

(c) the £157,500 total estimated cost of the project be noted; and

(d) the installation of electric vehicle (EV) charging points at key corporate facilities be supported to enable departments to implement the new zero emission fleet targets.

8. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME - QUARTERLY REPORT**

The City Surveyor reported on the additional repairs and maintenance programme – quarterly progress report.

**RESOLVED** – That

- a) the progress on the 2016/17 Additional Repairs and Maintenance Programme at 31 December 2018 be noted;
- b) approval be given to the provision of the 2016/17 Additional Repairs and Maintenance Programme budget into 2019/20 for the projects, totalling £221,550, listed below:-
  - £95,000 for a security project at the Mansion House (ref. C017AW019L)
  - £25,000 for a boundary wall project at Keats House (ref. R157AW001L)
  - £48,000 for conservation works to churchyard railings and boundary walls (ref. R167AW002L & R167AW003L)
  - £23,400 for conservation works to the City Wall (ref. R087AW014L)
  - £20,150 for works to the Policy Chairman's accommodation (ref. C157AW002L)
  - £10,000 for works at St Botolph Street bridge (ref. R087AW001L); and
- c) the Cyclical Works Programme Peer Review Group identifies projects from the Cyclical Works Programme 2019/20 reserve list to utilise the balance on the Additional Repairs and Maintenance Programme 2016/17 fund after the existing projects are completed.

9. **CITY SURVEYOR'S BUSINESS PLAN 2018/19 - Q3 OUTCOME**

Members considered the City Surveyor's business progress report 2018/19 – quarter 3. It was noted that (i) progress on KPI.6 - space utilisation – may be delayed to 2019/20 due to additional complexity; and (ii) that due to staff resourcing, KPI.2 - Asset Management Plans - may prove difficult to achieve in the current year.

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10. **CITY SURVEYOR'S DEPARTMENTAL RISK REGISTER 2018/2019 - Q3 OUTCOME**

The Sub-Committee had before them the City Surveyor's risk register update.

RECEIVED.

11. **CORPORATE FM GENERAL UPDATE**

The City Surveyor updated Members on corporate facilities management. The following was raised:-

- It was noted that the award of the new lift and escalator contract was anticipated to be concluded shortly. The Sub-Committee requested clarification on what was covered by this contract and the Chairman asked that this issue be added to the outstanding public actions **(P03/2019)**. The City Surveyor undertook to confirm details.
- A Member raised concerns at recent access problems caused by new security fobs around Guildhall complex.
- It was noted that the first meeting of the local FM and Security Network had attracted a number of local businesses and that it was intended to expand the network.

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- 12. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**  
A Member raised the question of inadequate provision of baby changing facilities at Guildhall. The Chairman asked that this be added to outstanding public actions **(P04/2019)**.
- 13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**  
There were no urgent items.
- 14. 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 remaining 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.
- 15. NON-PUBLIC MINUTES**  
The non-public minutes of the previous meeting held on 30 January 2019 were approved as an accurate record.
- 16. OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS**  
The Sub-Committee noted a report of the Town Clerk which provided information on outstanding actions from previous meetings.
- 17. ASSET MANAGEMENT SERVICE BASED REVIEW**  
The Sub-Committee had before it the report by the City Surveyor on the Asset Management Service Based Review.
- 18. ISLINGTON ARTS FACTORY**  
Members considered the Director of Community and Children's Services' report on the Islington Arts Factory.

19. **ACCOMMODATION AND WAYS OF WORKING - VACATION OF WALBROOK WHARF**  
The City Surveyor reported on accommodation and ways of working – vacation of Walbrook Wharf.
20. **OLD FREEMEN'S ASSOCIATION - LEASE FOR CLUBHOUSE**  
The Headmaster of the City of London Freemen's School reported on the Old Freemen's Association update on progress and a proposed lease for a clubhouse.
21. **20/21 ALDERMANBURY - DELEGATED AUTHORITY**  
The City Surveyor submitted a report regarding delegated authority for a future gateway 4 decision relating to 20/21 Aldermanbury.
22. **WAIVER REPORT - SUBSCRIPTION CONTACT TO IHS GLOBAL LTD AS SOLE SUPPLIER**  
The City Surveyor and the Director of the Built Environment reported on a waiver to award a subscription contract to IHS Global Ltd.
23. **CITIGEN FUTURE OPTIONS**  
Items 23 and 24 were considered concurrently and Members received reports on the Combined Heat and Power System – future options study and negotiations with Citigen.
24. **CITIGEN NEGOTIATIONS UPDATE**  
As referred to above, item 24 was considered as part of item 23.
25. **ACTION BETWEEN MEETINGS**  
The Sub-Committee received an update on delegated and urgent action taken under Standing Order 41.
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 no items of urgent business.
28. **CONFIDENTIAL MINUTES**  
The confidential minutes of the previous meeting held on 30 January 2019 were approved as an accurate record.

**The meeting ended at 3.08 pm**

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Chairman

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