

CORPORATE ASSET SUB (FINANCE) COMMITTEE
Thursday, 7 November 2019

Minutes of the meeting of the Corporate Asset Sub (Finance) Committee held at
Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 7 November 2019
at 1.45 pm

Present

Members:

Deputy Jamie Ingham Clark (Chairman)
Randall Anderson
John Chapman
Marianne Fredericks (arrived at 3.00pm)
Alderman Alison Gowman
Michael Hudson
Deputy Wendy Hyde
Deputy Edward Lord
Jeremy Mayhew
James de Sausmarez

Officers:

Simon Causer	- City Surveyor's Department
Paul Wilkinson	- City Surveyor
Peter Young	- City Surveyor's Department
Alison Bunn	- City Surveyor's Department
Peter Collinson	- City Surveyor's Department
Andrew Crafter	- City Surveyor's Department
Michael Gwyther-Jones	- Community and Children's Services Department
Chris Hartwell	- City Surveyor's Department
Nigel Lefton	- Remembrancer's Department
Andrew Little	- Chamberlain's Department
Paul Monaghan	- Department of the Built Environment
Jonathon Poyner	- Barbican Centre
Dorian Price	- City Surveyor's Department
James Rooke	- City Surveyor's Department
Tom Conniffie	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Nick Bensted-Smith, Joyce Nash, Dominic Christian and 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 25 September 2019 are 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.

RESOLVED – That the Sub-Committee notes the report.

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.

The Chairman clarified that a report relating to Capital Cap at Barbican & GSMD would be coming to the next meeting to provide closure on this item.

RESOLVED – That the Sub-Committee notes the report.

6. **GUILDHALL COMPLEX ACCESSIBILITY AUDIT**

The Sub-committee considered a report of the City Surveyor that provided a summary of works and offered an overview of the opportunities and estimated cost implications of undertaking these works together with a funding source and timetable.

The City Surveyor stressed the City Corporation remained compliant with accessibility legislation. It was clarified that the works identified through the audit were for improvements that would allow for the City Corporation to meet best practice standards.

The City Surveyor responded to a question from the Chairman and clarified that the Cyclical Works Programme offered a ranking system of priority according to a set criterion and scoring mechanism and that works relating to accessibility with the aim of meeting best practice would be marked accordingly.

RESOLVED - that Members

- Note the report.
- Approve the recommendations from the review are either integrated into the Forward Maintenance Plans for the Guildhall and therefore included in the prioritised Cyclical Works Programme or form part of the Planned Preventative Maintenance programmes.

7. **CYCLICAL WORKS PROGRAMME - PROGRESS REPORT**

The Sub-committee received a report of the City Surveyor providing an overview of progress and expenditure of the current Cyclical Works Programme (CWP 17/18, CWP 18/19 and CWP 19/20).

A Member referred to the bow wave appearing to remain static whilst the City Corporation was spending millions on new projects. The Member referred to comments they had received from the public suggesting the City Corporation was spending millions on new buildings whilst neglecting its existing assets. It was suggested an effort needed to be made to reduce the bow wave.

The Chairman referred to the Fundamental Review and an option considered at RA Sub Awayday that would look to shave £1m off the Cyclical Works Programme budget. It was explained that a challenge had been provided to officers to prepare a five-year plan and to score works against different criteria e.g. wear and tear, health and safety and look to understand if saving £1m now would create additional works and costs down the line. Once this work has been complete there would be a clearer idea of the impact on the bow wave.

The City Surveyor acknowledged a figure of £70-80m for a works backlog appeared high but stressed that in the context of a rebuild cost of £5b that he considered this figure to be good. The City Surveyor assured Members that all issues were being taken seriously and that the existing programme was keeping additional works at bay. It was acknowledged that decorative work was good to do, but that it needed prioritising.

A Member, also Chairman of Finance Committee, stressed there was a finite amount of resources available; choices needed making. It was unclear to the Member whether the backlog was up to date and bad habits were beginning to creep in or whether there was still a backlog to catch up on.

The Chairman proposed a paper be brought to the next meeting to allow Members to agree how to inform the Fundamental Review.

RESOLVED – that Members note progress with the Cyclical Works Programme; that a report be presented at the next meeting to allow Members to agree how to inform the Fundamental Review.

8. **BRIDGE HOUSE ESTATES CYCLICAL WORKS 2020-21**

The Sub-committee received a report setting out the cyclical programme of work for 2020/21 for properties that this committee were responsible for and form part of the Bridge House Estates portfolio.

A Member noted the report covered the two bridges under this Sub-committee's corporate ownership and questioned whether a similar report would be going to Property Investment Board dealing with the remaining three bridges.

The Chairman confirmed he was due to meet with the City Bridge Trust Director to discuss how to deal with the bridges. It was suggested primacy would be needed over certain bridges.

A Member referred to a recent voltage issue at Tower Bridge resulting in a bridge lift having to be cancelled and the potential reputational issues to the City Corporation. It was stressed work on the bridges needed to continue.

The City Surveyor assured Members that the voltage issue had been identified with measures put in place to prevent a repeat.

The City Surveyor agreed to submit a report to Property Investment Board detailing the cyclical programme of work for the remaining three bridges and the Sub-committee and the Chairman endorsed this.

A Member asked that future reports put an estimated figure for works rather than tbc to provide Members with an indicative figure and to allow an understanding of the cost. The City Surveyor agreed to this.

RESOLVED – that the report be received, and the contents noted; that a further report be submitted to Property Investment Board detailing the remaining three bridges.

9. **CORPORATE PROPERTY ASSET MANAGEMENT STRATEGY - REVIEW UPDATE**

The Sub-committee received a report of the City Surveyor providing an update on how the review would be progressed and when it would be available for Member approval.

The City Surveyor proposed deferring the strategy until there was more certainty around the ongoing work on a number of reviews e.g. Sustainability Review, Fundamental Review and Maintenance Review. The City Surveyor proposed deferring the strategy until April 2020 and Members supported this.

RESOLVED – That the update on progress be noted; that it be agreed to defer commencement of the full review until April 2020.

10. **CORPORATE FACILITIES MANAGEMENT - UPDATE REPORT**

The Sub-committee received a report of the City Surveyor providing an update on two key workstreams being undertaken relating to Corporate Facilities Management and Corporate Security Overview.

Part 1 Corporate Facilities Management

The City Surveyor referred to the new contracts that had commenced within the last six months being a new Corporate Security contract and an extension of the Corporate Cleaning contract for a further three years. Overall contract performance was good and was continuing to be managed.

Members noted the corporate Amazon account that was being established for all deliveries to go to a consolidation centre for onward delivery to Guildhall. Members discussed stopping personal deliveries to staff at Guildhall and questioned whether these personal deliveries would be redirected to the consolidation centre.

The City Surveyor clarified that a decision on stopping personal deliveries to staff was not their decision to make. A Member, also Chairman of Establishment Committee, acknowledged a need to reduce the number of personal deliveries to Guildhall, but stressed a need balance this with

complaints from the Trade Unions of making life more difficult for staff. This at a time when there were more fundamental issues requiring discussion.

Part 2 Corporate Security Overview

The City Surveyor referred to the recent Joint Terrorism Analysis Centre announcement to downgrade the UK's national terrorism level from severe to substantial with the definition of this being an attack was still likely. It was confirmed the City Corporation's security stance would not drop and it would remain heightened.

Members noted a report would follow at the next meeting relating to the operational review of security which would include an option to outsource the service, where outsourcing was not already in place, adopting a standardised approach to security across all City Corporation sites and establishing a framework of agreed principles that would allow the audit process to remain consistent at all sites.

Members noted the approach to fire evacuation would be moving from a system of assembly to dispersal during evacuation of the building. There would be a recall process in place when the building was safe based on national security guidance.

A Member questioned the process for ensuring all people had evacuated the building. The City Surveyor clarified that there were Fire Marshalls on each floor, including on the fourth floor Members accommodation, with responsibility for ensuring each floor was clear.

RESOLVED – that the report be received and the contents noted.

11. 2019/20 QUARTER 2 ENERGY PERFORMANCE

The Sub-committee received a report of the City Surveyor presenting the 2019/20 Quarter 2 Energy Performance results and commentary for year-on-year and long-term performance for City Corporation sites.

A Member referred to heating supply issues at GSMD that had impacted on the quarterly figure. The City Surveyor referred to a successful control initiative at Smithfield Market, improvement to boilers at the Central Criminal Court and also an increase in energy consumption at the Barbican Centre owing to an increased number of events.

RESOLVED – that the report be received and its contents noted.

12. NATIONAL LOTTERY FUNDING - BID CO-ORDINATION PROPOSAL AND UPDATE

The Sub-committee received a report of the Town Clerk apprising Members of a proposal to co-ordinate the National Lottery Fund bidding process across the City Corporation.

The Town Clerk explained the proposal to co-ordinate bidding and fund-raising across the City Corporation and taking this through Priorities Board at officer

level before reporting to RA Sub-committee to provide Member oversight and approval.

A Member, also Chairman of Finance Committee suggested there was an opportunity to enhance co-ordination through alignment of the capital bids process and to allow for prioritisation as appropriate.

RESOLVED – that the report be received and its contents noted.

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

There were no questions.

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

There were no urgent items.

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 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.

16. **NON-PUBLIC MINUTES**

The non-public minutes of the previous meeting held on 25 September 2019 were approved as an accurate record.

17. **OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS**

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

18. **WEST HAM PARK NURSERY**

The Sub-committee considered a report relating to the West Ham Park Nursery project.

19. **BARBICAN TURRET JOHN WESLEY HIGH WALK**

The Sub-committee considered a report relating to the Barbican Turret John Wesley High Walk project.

20. **COMBINED HEAT AND POWER SYSTEM - ANNUAL REPORT 2018/19**

The Sub-committee received a combined heat and power system annual report.

21. **GUILDHALL COMPLEX BUDGET PERFORMANCE 2019/20 UPDATE REPORT**

The Sub-committee received a report comparing revenue performance with the annual budget.

22. **REPORT OF ACTION TAKEN BETWEEN MEETINGS**

The Sub-committee received a report of the Town Clerk updating on action taken between meetings.

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

There were no questions.

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

Barbican Exhibition Halls

The Sub-committee considered a report relating to proposed works at the Barbican Exhibition Halls.

The meeting ended at 3.43pm

Chairman

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