



## Corporate Asset Sub (Finance) Committee

**Date:** TUESDAY, 22 JUNE 2021

**Time:** 9.00 am

**Venue:** VIRTUAL PUBLIC MEETING (ACCESSIBLE REMOTELY)

**Members:** James de Sausmarez (Chairman) Michael Hudson  
Shravan Joshi (Deputy Chairman) Jeremy Mayhew  
Deputy Jamie Ingham Clark Sheriff Christopher Hayward  
Randall Anderson Deputy Edward Lord  
Marianne Fredericks Deputy Roger Chadwick  
Alderman Alison Gowman Susan Pearson

**Enquiries:** Chris Rumbles  
christopher.rumbles@cityoflondon.gov.uk

### Accessing the virtual public meeting

**Members of the public can observe this virtual public meeting at the below link:**

<https://youtu.be/DNuiL4joRNI>

This meeting will be a virtual meeting and therefore will not take place in a physical location. Any views reached by the Committee today will have to be considered by the City Surveyor after the meeting in accordance with the Court of Common Council's Covid Approval Procedure who will make a formal decision having considered all relevant matters. This process reflects the current position in respect of the holding of formal Local Authority meetings and the Court of Common Council's decision of 15th April 2021 to continue with virtual meetings and take formal decisions through a delegation to the Town Clerk and other officers nominated by him after the informal meeting has taken place and the will of the Committee is known in open session. Details of all decisions taken under the Covid Approval Procedure will be available on line via the City Corporation's webpages.

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

**John Barradell**  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**

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

3. **MINUTES**

To agree the public minutes and summary of the meeting held on 28<sup>th</sup> April 2021.

**For Decision**  
(Pages 7 - 16)

4. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**

Report of the Town Clerk.

**For Information**  
(Pages 17 - 18)

5. **WORK PROGRAMME FOR FUTURE MEETINGS**

Joint report of the Town Clerk and City Surveyor.

**For Information**  
(Pages 19 - 20)

6. **REPORT OF ACTION TAKEN**

Report of the Town Clerk.

**For Information**  
(Pages 21 - 22)

7. **CAPITAL AND CWP ANNUAL PROGRESS REPORT**

Report of the Principal, Guildhall School of Music and Drama.

**For Decision**  
(Pages 23 - 28)

8. **PROJECT APPROVAL UNDER PSDS PROGRAMME**

Report of the City Surveyor.

**For Information**  
(Pages 29 - 32)

9. **HERITAGE AT RISK REGISTER (HARR) REPORT 2020**

Report of the City Surveyor.

**For Information**  
(Pages 33 - 38)

10. **2020/21 ENERGY PERFORMANCE Q4 UPDATE**

Report of the City Surveyor.

**For Information**  
(Pages 39 - 44)

11. **CYCLICAL WORKS PROGRAMME - 2020/21 OUTTURN REPORT**

Report of the City Surveyor.

**For Information**  
(Pages 45 - 50)

12. **SECURITY UPDATE**

Oral update of the City Surveyor.

**For Information**

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

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

15. **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**

**Part 2 - Non-Public Agenda**

16. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 28th April 2021.

**For Decision**  
(Pages 51 - 58)

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

Report of the Town Clerk.

**For Information**  
(Pages 59 - 60)

18. **GUILDHALL - GREAT HALL INTERNAL HEALTH AND SAFETY AND RESTORATION WORKS**

Report of the City Surveyor.

**For Decision**  
(Pages 61 - 74)

19. **SECURITY ENHANCEMENTS/SECURITY CROSS CUTTING - GUILDHALL, BARBICAN CENTRE, CENTRAL CRIMINAL COURT & MANSION HOUSE GATEWAY 6**

Report of the City Surveyor.

**For Decision**  
(Pages 75 - 82)

20. **SMITHFIELD COMMERCIAL OFFICES: COVID ARREARS RECOVERY AND ACTION TO SUPPORT FUTURE LETTINGS.**

Report of the City Surveyor.

**For Decision**  
(Pages 83 - 88)

21. **DELEGATED AUTHORITY REQUEST - DISPOSAL OF PARK VIEW BUNGALOW, EPPING FOREST**

Report of the City Surveyor.

**For Decision**  
(Pages 89 - 90)

22. **ORACLE PROPERTY MANAGER (OPN) REPLACEMENT - GATEWAY 5 REPORT - AUTHORITY TO START WORK (TO FOLLOW)**

Report of the City Surveyor.

**For Decision**

23. **FINSBURY CIRCUS GARDEN REINSTATEMENT - GATEWAY 3 REGULAR PROGRESS REPORT**

Report of the City Surveyor.

**For Information**  
(Pages 91 - 94)

24. **NON PUBLIC APPENDIX TO BE READ IN CONJUNCTION WITH ITEM 7:  
CAPITAL AND CWP ANNUAL PROGRESS REPORT**

Report of the Principal, Guildhall School of Music and Drama.

**For Information**

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

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

**Part 3 - Confidential Agenda**

27. **TARGET OPERATING MODEL PROPOSAL - CITY SURVEYOR'S DEPARTMENT**

Report of the City Surveyor.

**For Decision**

This page is intentionally left blank

# Agenda Item 3

## CORPORATE ASSET SUB (FINANCE) COMMITTEE Wednesday, 28 April 2021

Minutes of the meeting of the Corporate Asset Sub (Finance) Committee held as a Virtual Meeting on Wednesday, 28 April 2021 at 11.00 am

### Present

#### Members:

Deputy Jamie Ingham Clark (Chairman)  
James de Sausmarez (Deputy Chairman)  
Randall Anderson  
Marianne Fredericks  
Alderman Alison Gowman  
Michael Hudson  
Jeremy Mayhew  
Deputy Philip Woodhouse  
Shravan Joshi

#### Officers:

Dianne Merrifield	- Chamberlain's Department	
Simon Causer	- City Surveyor's Department	
Paul Wilkinson	- City Surveyor	
Peter Young	- City Surveyor's Department	
Claire Barker	- Comptrollers and City Department	Solicitor's
Alison Bunn	- City Surveyor's Department	
Paul Chadha	- Comptroller and City Department	Solicitor's
Peter Collinson	- City Surveyor's Department	
Jonathan Cooper	- City Surveyor's Department	
Paul Friend	- City Surveyor's Department	
John Galvin	- City Surveyor's Department	
Julian Kverndal	- City Surveyor's Department	
Andrew Little	- Chamberlain's Department	
Edward Martin	- City Surveyor's Department	
Ola Obadara	- City Surveyor's Department	
Peter Ochser	- City Surveyor's Department	
Amy Poole	- Remembrancer's Office	
Jonathon Poyner	- Barbican Centre	
Dorian Price	- City Surveyor's Department	
James Rooke	- City Surveyor's Department	
Matthew Lock	- Chamberlain's Department	
Fiona McKeith	- City Surveyor's Department	
Edward Wood	- Comptroller and City Department	Solicitor's
Rhian Snook	- Remembrancer's Office	
Chris Rumbles, Clerk	- Town Clerk's Department	

1. **APOLOGIES**

Apologies were received from Sheriff Chris Hayward and Rehana Ameer.

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

There were no declarations.

3. **MINUTES**

**Resolved**, that the minutes and non-public summary of the previous meeting held on 18 January 2021 be approved as an accurate record.

4. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**

The Sub-committee received a report of the Town Clerk that provided Members with information on outstanding actions from previous meetings.

The Chairman remarked on the two outstanding actions remaining pending until the outcome of the Governance Review.

RECEIVED

5. **WORK PROGRAMME FOR FUTURE MEETINGS**

The Sub-committee received a joint report of the Town Clerk and City Surveyor providing information on the work programme for future meetings.

The Chairman commented on this being his last meeting as Chairman, with it being the responsibility of the new Chairman to take forward the work programme over the coming year.

RECEIVED

6. **YEAR 1 PLAN FOR CLIMATE ACTION**

The Sub-committee considered a report of the City Surveyor setting out the areas accountable to Corporate Asset Sub-committee during year 1 of the Climate Action Strategy (CAS) programme.

The Sub-committee received a presentation from AECOM updating on the climate action year 1 project plans, setting out a delivery approach and mobilisation plans to achieve a Net Zero and Resilient Buildings Centre of Excellence standard.

The Chairman welcomed the presentation from AECOM remarking on the importance of the Climate Action Strategy as part of the City Corporation's current work programme.

The City Surveyor acknowledged the pressure to deliver this project on a strict timeline and explained that AECOM had been appointed following a mini-tender to carry out a short, sharp piece of work to inject pace into the work needed.

Members noted there would be separation between this project team and any bidding team for future works to allow AECOM to be able to bid moving forward.

**RESOLVED**, that Members: -



- Approve the year 1 programme plans for the delivery of CAS outcomes under the areas accountable to Corporate Asset Sub-committee as included in the Y1 Implementation Plan.
- Note the Y1 budget and action plan have been included in a Y1 composite programme approved by Policy and Resources Committee. Any dependencies with the wider CAS programme have been included.

7. **2020/21 ENERGY PERFORMANCE Q3 UPDATE**

The Sub-committee received a report of the City Surveyor presenting the 2020/21 quarter 3 energy performance for City Corporation operational sites.

Members were talked through key statistics within the report, with a key result seeing energy consumption having reduced by 32.7% in absolute terms compared to the 2008/09 baseline. A bounce back would be anticipated as lockdown eases and there was a return to normal, with savings likely to prove difficult to maintain. Public Sector Decarbonisation Scheme projects would help in achieving reductions moving forward.

Members were reminded of an issue raised at the last meeting relating to the current working from home arrangements, carbon impacts from this arrangement and putting in place measurable and comparative data. The City Surveyor explained how working from home presented a complex picture in understanding carbon impacts, with people working from home generating emissions, but with travel having significantly reduced and it being difficult to differentiate and understand the overall impacts. More work was needed to understand if there was a way to monitor working from home impacts. The Chairman responded suggesting the issue was not unique to the City Corporation and that measures were likely to come through from the market that would assist monitoring.

A Member suggested new working practices would need instilling as the City Corporation moved out of lockdown, making changes to working practices as people returned to the workplace and making the new normality more energy efficient. It was agreed that messaging on behaviours would need reinforcing as people returned to the workplace, with an awareness campaign encouraging staff to act in the right way in terms of energy and using it efficiently.

The Chairman questioned if energy targets would be rolled into the Climate Action Strategy, with targets reset within the parameters of the strategy and not being presented in quite the same way moving forward. Members noted the next update would report on quarter 4 energy performance, following which reporting would move to quarter 1 Climate Action Strategy performance with a focus on CO2 emissions.

RECEIVED

8. **BUSINESS PLAN 2020-25 QUARTER 3 2020/21**

The Sub-committee received a report of the City Surveyor providing Members with detail of progress in Quarter 3 against the 2020-25 Business Plan.

RECEIVED

9. **CITY SURVEYOR'S DEPARTMENTAL RISK REGISTER - UPDATE**

The Sub-committee received a report providing a quarterly update on the management of risks within the City Surveyor's Department.

The City Surveyor highlighted that City Bridge risk reporting would be expected to go to Bridge House Estates Board once it had been fully established and had systems and a work programme in place for reporting. This process was likely to take some months, during which time City Bridge risk reporting would continue through this Sub-committee.

The Chairman referred to one item on the risk register being presented in non-public relating to Citigen. It was hoped that this risk could be de-escalated and removed by the time of the next risk update report.

RECEIVED

10. **GUILDHALL FACILITIES MANAGEMENT WORKS**

The Sub-committee received a report of the City Surveyor updating on key workstreams that had been undertaken by the Guildhall Facilities Management Team during the Covid-19 pandemic.

It was highlighted to Members how the paper presented a flavour of the works that had been completed and how the period of lockdown had been used by the team to complete works.

The Deputy Chairman welcomed the helpful update and remarked on how it was good to see that the time had been used well to complete works. The Deputy Chairman questioned whether there were any works that the City Surveyor would like to have completed but had not been able to do achieve. The City Surveyor responded explaining how they were content with the works that had been completed throughout the period and with what had been achieved.

RECEIVED

11. **GUILDHALL & WALBROOK WHARF 2021/22 BUDGET REPORT**

The Sub-committee received a report of the City Surveyor presenting a summary of how Guildhall Complex and Whalbrook Wharf 2021 budgets had been realigned to meet the new budget available.

RECEIVED

12. **THE CITY'S HERITAGE ESTATE - UPDATE**

The Sub-committee received a report of the City Surveyor providing an update on key activities undertaken by the City Surveyor in 2020 / 21 to improve the asset management, maintenance and awareness of the City Corporation's extensive and unique Heritage Estate of over 870 assets.

The Chairman welcomed and endorsed the report, acknowledging the importance of the City Corporation focussing more of its time and resources on its heritage assets.

The Deputy Chairman remarked on the importance of this piece of work in allowing the City Corporation to oversee its Heritage Estate. The Chairman

sought an assurance from the City Surveyor that Members would be provided with a dashboard to allow them to monitor the Heritage Estate moving forward. The City Surveyor acknowledged the importance of providing Members with a summary to show progress against the objectives set and it was agreed to report back after six months and to include a dashboard as part of this.

A Member commented on a need for the City Corporation's Heritage Estate assets to be refurbished in line with the Climate Action Strategy and questioned whether the City Corporation had appropriately trained people in place to achieve this. It was explained how training was an important part of the Climate Action Strategy, ensuring the City Corporation had the necessary specialist skills required. Every opportunity was being taken to learn from those that have already been through the journey, using industry expertise, advice and seeking best practice e.g. Better Buildings Partnership.

RECEIVED

The Town Clerk confirmed the following two items relating to Public Sector Decarbonisation Scheme (PSDS) would be taken together.

13. **PUBLIC SECTOR DECARBONISATION SCHEME (PSDS) PROJECT APPROVAL AND GOVERNANCE**

The Sub-committee received a report of the City Surveyor updating on an award of £9.445m in government grant funding towards carbon saving projects and establishment of a Public Sector Decarbonisation Scheme (PSDS) Project to deliver these projects, and setting out the project governance arrangements.

A Member remarked on a key risk being non-performance through works not being completed on time and questioned where this risk would sit. It was clarified that on completion of a project tender any variations to timelines would be reported to the Department for Business Energy and Industrial Strategy (BEIS) offering a narrative, evidence and reason for a revised timeline and seeking agreement to this. Once agreed, the risk would be de-escalated.

The Chairman added that he would anticipate a critical path analysis to avoid such a problem. The Chairman added that he welcomed seeing money coming through from BEIS to take pressure off the Climate Action Strategy.

**Resolved**, that the report be received, and its content noted.

14. **GATEWAY 2 REPORT: PUBLIC SECTOR DECARBONISATION SCHEME (PSDS) PROJECT PROPOSAL**

The Sub-committee received a Gateway 2 Project Proposal report relating to the City of London Corporation having been awarded c £9.4m of grant funding through the Government's Public Sector Decarbonisation Scheme to achieve carbon savings through upgrading building services (heating, cooling, ventilation and lighting).

**Resolved**, that the report be received, and its content noted.

15. **SECURITY UPDATE**

The Sub-committee received a report of the City Surveyor providing an update on the key security issues that were currently ongoing across the Corporate Estate.

The City Surveyor remarked on it having been a challenging twelve months and took the opportunity to commend the Security Team who had remained in place throughout the pandemic. An assurance was given that Members could have confidence in the City Corporation meeting and exceeding the recommendations of its Protect Duty in relation to security of public venues and spaces and that the City Corporation would be ready for a return of events to the Square Mile later in the year.

The Chairman welcomed the report adding how it was pleasing to see the results presented.

RECEIVED

16. **TOWER BRIDGE HV ELECTRICAL UPGRADE PROJECT G4C ISSUES REPORT**

The Sub-committee received a Gateway 4c Complex Issue report of the City Surveyor updating on a project for the refurbishment of the High Voltage and Low Voltage electrical infrastructure at Tower Bridge and increasing its power resilience.

RECEIVED

The Town Clerk confirmed the following three items on the agenda would be taken together.

17. **GUILDHALL COOLING PLANT REPLACEMENT & STEAM HUMIDIFICATION PLANT REPLACEMENT GATEWAY 2 PROGRESS REPORT**

The Sub-committee received a Gateway 2 progress report of the City Surveyor providing a status update and project overview in relation to the two projects.

RECEIVED

18. **GUILDHALL COOLING PLANT REPLACEMENT - DELEGATED AUTHORITY REQUEST**

The Sub-committee considered a report of the City Surveyor providing project update and seeking delegated authority to approve a Gateway 3 report.

The City Surveyor explained how the Guildhall Cooling and Humidification projects were currently running 11 weeks behind, but with every effort being made to try and recover this time. Delegated authority to approve a Gateway 3 report was being sought to minimise any further programme delays in advance of the next planned Corporate Asset Sub-committee meeting on 22<sup>nd</sup> June 2021.

**Resolved**, that delegated authority be granted to the Town Clerk, in consultation with the Chairman and Deputy Chairman to approve a Gateway 3 submission.

19. **HUMIDIFICATION PLANT REPLACEMENT - DELEGATED AUTHORITY REQUEST**

The Sub-committee considered a report of the City Surveyor providing a project update and seeking delegated authority to approve a Gateway 3 report.

**Resolved**, that delegated authority be granted to the Town Clerk, in consultation with the Chairman and Deputy Chairman to approve a Gateway 3 submission.

20. **CYCLICAL WORKS PROGRAMME 18/19 OUTTURN & CARRY FORWARD**

The Sub-committee considered a report of the City Surveyor updating on the Cyclical Works Programme and seeking approval to the carry forward of budgets from the 2017/18 Cyclical Works Programme.

Members noted the delivery of a number of works programmes had been impacted by various factors that had resulted in a delay in completing the planned refurbishment works. The remaining sums of money were relatively small across a number of projects and remain unspent. It was proposed carrying forward these budgets into a 5<sup>th</sup> year to allow for these planned works to be completed.

The Chairman added that this demonstrated why there had been a move from a three-year Cyclical Works Programme to a more focussed programme delivery into a single financial year to allow a better hold on how projects were progressing within a programme.

**Resolved**, that Members: -

- Approve the carry forward of budgets from the 2017/18 programme budget totalling c.£440k.

21. **BEMS UPGRADE PROJECT-CPG ESTATE - PHASE 1**

The Sub-committee considered a report of the City Surveyor proving a Gateway 2 project proposal relating to a Building Energy Management System which monitors and controls the Heating & Ventilation Plan across the Corporate Property Group estate.

Members noted the proposal to upgrade current building control systems in looking to build in resilience and pre-empt resilience enabling works. The Chairman added that it would be important to put in place a key performance indicator to align this area of work to the Climate Action Strategy.

**Resolved**, that Members: -

- Approve a budget of £16,867 to reach the next Gateway; consisting of £7,442 from City Fund reserves and £9425 from City Cash reserves.
- Note the total estimated cost of the project (excluding risk); £823,920.
- Note the total estimated cost of the project (including risk); £904,770.
- That a Costed Risk Provision of £7,250 is approved (to be drawn down via delegation to Chief Officer in consultation with the Chamberlain) to be funded by £4,625 from City Fund reserves and £2,625 City's Cash reserves.

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

There were no questions.

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

**Flagpoles**

The Chairman commented on a recent discussion and referral from Hospitality Working Party when the issue of flag raising had been considered.

A potential clash of dates had been identified later in the year during a proposed flag raising for Emergency Services Day and Pride Flag Raising. It had been suggested that consideration be given to putting in place additional flagpoles to allow more than one flag to be raised at any one time.

The City Surveyor agreed to consider options for the raising of more than one flag and report back with options to fund. A Member urged that the issue be expedited to allow for any consideration to be completed in good time and it was proposed delegated authority be granted.

**Resolved**, that delegated authority be granted to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to consider and approve recommendations relating provision of additional flagpoles at the City Corporation.

**Chairman, Finance Committee**

Jeremy Mayhew took the opportunity to offer his gratitude to the Chairman, and to those who had served as Chairman and Deputy Chairman during his time as Chairman of Finance Committee. Mr Mayhew acknowledged that Corporate Asset Sub-committee presented a heavy workload and that he was confident the work of the Committee had been better managed by him delegating to all those mentioned. Mr Mayhew put on record his personal thanks for their support, for which he was genuinely very grateful.

**Chairman, Corporate Asset Sub-committee**

The Chairman took the opportunity to thank Members for their support throughout his Chairmanship, during which time he had learnt a great deal about the City Corporation's property assets and the Sub-committee had achieved a lot. Four areas stood out to the Chairman during this time through the letting out of 20 / 21 Aldermanbury, reaching agreement with Citigen, recasting of the Cyclical Works Programme and putting in place a Power Purchase Agreement for the supply of renewable electricity.

The Chairman concluded by thanking Members and Officers supporting the Sub-committee and adding that he looked forward to working with them in what he hoped would be a new role.

24. **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.

25. **NON-PUBLIC MINUTES**

**Resolved**, that the non-public minutes of the previous meeting held on 18 January 2021 be approved as an accurate record.

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

The Sub-committee received a report of the Town Clerk which provided information on outstanding actions from previous meetings.

27. **REPORT OF NON-PUBLIC ACTION TAKEN BETWEEN MEETINGS**

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

28. **WOODREDON FARM (RIDING SCHOOL) DISPOSAL**

The Sub-committee considered a report relating to Woodreden Farm (Riding School) Disposal.

29. **WEST HAM PARK NURSERY DISPOSAL OPTIONS**

The Sub-committee considered a report relating to West Ham Park Nursery residential development disposal options and next steps.

30. **CENTRAL CRIMINAL COURT - EXTERNAL AND INTERNAL FABRIC REPAIRS**

The Sub-committee considered a report relating to Central Criminal Court External and Internal Fabric Repairs.

31. **FACILITIES MANAGEMENT CONTRACT EFFICIENCY SAVINGS**

The Sub-committee received a report of the City Surveyor in relation to Facilities Management Contract efficiency savings.

32. **GLA ROADS AND TRANSPORT FOR LONDON UPDATE**

The Sub-committee received a report of the Comptroller and City Solicitor relating to GLA Roads and Transport for London.

33. **CITIGEN CONTRACT EXTENSION**

The Sub-committee received a report of the City Surveyor relating to a Citigen contract extension.

34. **MIDDLESEX STREET CAR PARK - CITY OF LONDON POLICE OCCUPATION UPDATE**

The Sub-committee received a report of the City Surveyor relating to Middlesex Street Car Park and City of London Police Occupation.

35. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-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**

There were no items of urgent business

**The meeting ended at 1.20 pm**

-----  
Chairman

**Contact Officer: Chris Rumbles**  
**[christopher.rumbles@cityoflondon.gov.uk](mailto:christopher.rumbles@cityoflondon.gov.uk)**



**Corporate Asset Sub-Committee – Carry Forward Public Actions**

	Date	Item and Action	Officer responsible	To be completed/ progressed to next stage	Progress update
NP01/2019	30.01.19	<u>Asset Management</u>	Paul Friend		<p>ONGOING</p> <p>AM recommendations approved by CASC / Finance Committee in April/May 2019, along with the establishment of an officer Operational Property Change Board (OPCB), with delegated responsibility to implement the approved recommendations.</p> <p>UPDATE: Put on hold pending outcome of Governance Review.</p>
P05/2019	05.06.19	<u>Sub Committee Terms of Reference</u>	Peter Young	At time of the Corporate Asset Management Strategy amendment to terms of reference to be considered.	<p>ONGOING:</p> <p>Officers to report back on whether the terms of reference provide for advising on all bids for Heritage Lottery funding – noted that any clarification of Sub Committee terms of reference could be made at time of other future amendments arising from outcome of Corporate Asset Management Strategy.</p> <p>UPDATE: On hold pending the outcome of the Governance Review.</p>

This page is intentionally left blank

## Corporate Asset Sub-Committee: Work Programme 2021

COMMITTEE DATE	22/06/2021	19/07/2021	30/09/2021	24/11/2021
<b>SUSTAINABLE MANAGEMENT OF THE CORPORATION'S OPERATIONAL PROPERTY PORTFOLIO</b>				
Corporate Property Asset Management Strategy				Annual Report of Corporate Property Asset Management Strategy 2020/25
City Surveyor's Business Plan		Business Plan 2020/21 Q4 outcome report	Business Plan 2021/22 Q1 outcome report	Business Plan 2021/22 Q2 outcome report Departmental Business Plan 2021/22
City Surveyor's Risk Register		Risk Register 2020/21 Q4 report	Risk Register 2021/22 Q1 report	Risk Register 2021/22 Q2 Report
Facilities Management	Security update	Security update Corporate FM - Annual Update Report	Security update	Security update
Portfolio management information			Annual report on Operational Property Portfolio	
Operational Property Review <i>(note individual assets will be reported as declared surplus by service committees) and other disposals</i>		Progress report on Operational Property Review and disposals  Woodredon Farm, Epping - disposal options update report		
<b>UPKEEP, MAINTENANCE AND FURNISHING OF OPERATIONAL PROPERTIES NOT WITHIN THE REMIT OF ANOTHER SERVICE COMMITTEE</b>				
	CWP progress report	Additional Flag poles at the Guildhall complex  Guildhall and Walbrook Wharf – draft prioritisation of capital bids for 2022/23  Covid Support for tenants at Guildhall and Walbrook Wharf - June quarter 2021/22	CWP 2022/23 - Annual Bid Report  Annual Backlog Maintenance – operational portfolio (excluding housing) report	CWP Progress Report
<b>RESPONSIBILITY FOR STRATEGIES, PERFORMANCE AND MONITORING INITIATIVES IN RELATION TO SUSTAINABILITY, CLIMATE ACTION and ENERGY/ CARBON REDUCTION</b>				
	Energy Performance Annual 2020/21 Report	Climate Action Strategy – update report	Energy Performance Q1 2021/22 Report	Energy Performance Q2 2021/2022 Report Climate Action Strategy – update report
<b>MONITORING AND ADVISING ON HERITAGE PORTFOLIO and BIDS FOR HERITAGE LOTTERY FUNDING</b>				
	Heritage At Risk annual report		Heritage Estate – Areas of Focus 2021/22 progress report	Annual Report on Heritage Estate

This page is intentionally left blank

<b>Committee(s)</b> Corporate Asset Sub-committee	<b>Date(s):</b> 22 June 2021
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	See Background Report
<b>Does this proposal require extra revenue and/or capital spending?</b>	See Background Report
<b>If so, how much?</b>	See Background Report
<b>What is the source of Funding?</b>	See Background Report
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	See Background Report
<b>Subject:</b> Report of Action Taken	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Information</b>
<b>Report author:</b> Chris Rumbles, Town Clerk's Department	

## Summary

In accordance with Standing Order 41 (a) and 41 (b), this report provides Members with the details of recent decisions taken by the Town Clerk, in consultation with the Chairman and Deputy Chairman of the Sub Committee.

## Recommendation

That the contents of the report be noted.

## Main Report

### Background

1. Standing Order 41(a) provides a mechanism for decisions to be taken between scheduled meetings of the Sub Committee, where in the opinion of the Town Clerk, it is urgently necessary for a decision to be made. Standing Order 41(b) provides a mechanism for decisions to be taken between scheduled meetings of the Sub Committee, where the Sub Committee has delegated power to the Town Clerk. In each case, the decisions are taken in consultation with the Chairman and Deputy Chairman of the Sub Committee.

### Urgent Action Taken

#### **Building Energy Management System (BEMS) Upgrade Project CPG Estate Phase 1**

Approval was sought and obtained for a two- stage approach to Phase 1 of the Building Energy Management System Upgrade.

Phase 1 includes Guildhall Yard East (GYE), London Metropolitan Archives (LMA) and Walbrook Wharf. It is proposed this 'Phase 1' project is progressed in two stages:

- Stage 1: BEMS upgrades in Guildhall associated with planned ventilation upgrade works.

- Stage 2: remaining BEMS upgrades at the Guildhall, LMA and Walbrook Wharf.

A two-stage approach will enable the BEMS upgrades to be carried out in parallel with a project for upgrading the Guildhall ventilation systems. The existing BEMS controllers are obsolete, have limited capacity and is at risk from maintenance failures. Upgrading the BEMS controllers at the same time as the ventilation plant will provide a more reliable and cost-effective solution

The Guildhall ventilation upgrades are funded as part of the 'PSDS Project' which was approved at Gateway 2 on 15<sup>th</sup> March 2021 by Policy and Resources Committee. This project is funded through a time limited grant. A separate GW3/4 report for the 'Guildhall Ventilation PSDS Project' is due to be received by the PSDS Project Board in the coming weeks. It is proposed Stage 1 BEMS upgrade works are procured and delivered as one package of works with the ventilation upgrades.

The release of the necessary funding to take this project to its next gateway was supported by the Resource Allocation Sub-committee earlier this week, subject to the approvals of both Corporate Asset Sub-committee and Project Sub-committee.

A separate GW3/4 paper is proposed to be received later for stage 2.

Urgent approval was granted to:-

- Proceeding with project approval in two stages:
    - Stage 1: BEMS upgrades in Guildhall associated with planned ventilation upgrade works.
    - Stage 2: remaining BEMS upgrades at the Guildhall, LMA and Walbrook Wharf.
  - That a GW3/4 report is received later for the Stage 2 project scope.
  - That additional budget of **£7,500** is approved for technical and asbestos surveys for Stage 1 to reach the next Gateway;
  - Note the total estimated cost of the entire Phase 1 project at **£823,920** (excluding risk) of which Stage 1 is estimated at £386,509 and Stage 2 at £437,411;
  - That a Costed Risk Provision of **£46,401** is approved (to be drawn down via delegation to Chief Officer) to be funded wholly from City's Cash.
  - That **Option 2** for the Stage 1 scope is approved which is to proceed with the stage 1 works based on BEMS controllers as provided by Schneider Electric.
2. In accordance with Standing Order 41 (a) and 41 (b), Members are asked to note the recent decisions taken by the Town Clerk in consultation with the Chairman and Deputy Chairman.
  3. Copies of background papers concerning this decision are available from Chris Rumbles on request.

**Chris Rumbles**

Town Clerk's Department

T: 020 7332 3154

E: [christopher.rumbles@cityoflondon.gov.uk](mailto:christopher.rumbles@cityoflondon.gov.uk)

<b>Committee(s)</b> Corporate Asset Sub Committee – For decision  Board of Governors of the Guildhall School of Music and Drama – For Information	<b>Date(s):</b> 22 <sup>nd</sup> June 2021  20 <sup>th</sup> September 2021
<b>Subject:</b> Capital and CWP Annual Progress Report	<b>Public</b>
<b>Report of:</b> Principal, Guildhall School of Music and Drama	<b>For Decision</b>
<b>Report author:</b> Hannah Bibbins - GSMD	

## Public

---

### Summary

This report provides an update on the School's building and refurbishment projects that fall under the Capital Cap programme, together with those approved for delivery under the Cyclical Works Programme (CWP) arrangements.

### Recommendation(s)

#### Corporate Asset Sub-Committee

- i. Members are asked to note the contents of this report, including the timescale associated with the execution of the Fire Alarm project.
- ii. Agree that the unspent budget (£60,670) for the Fire Alarm project be carried forward to allow the project to complete in 2021/22, including provisional sums for additional works; to be expended on authorisation by the Chief Officer and remote monitoring, subject to approval of issue report.

### Main Report

#### 1. Background

2. Building & engineering projects at the School generally fall into two categories namely; Capital Cap (Cap), Cyclical Works Programme (CWP); there are no capital or major revenue projects in progress at the present time outside these categories.

3. The purpose of this paper is to advise Members of progress in each of the above categories.

## **Current Position**

### **Capital Cap**

4. This report concerns the capital programmes that were drafted for the years for 2014/15 to 2016/17, known 'Cap 3'. Expenditure on all previous 'Capital Cap' programmes is now complete.
5. All projects within 'Cap 3' are complete, with the exception of the renewal of the fire alarm to the Silk Street building, however, not all projects have been closed as audit verification by the Chamberlain is needed.

#### Fire alarm

6. Renewal of the main system is complete and has been in use since December 2020 and the contract is now in the defects period.

Financial details of this project are included in Appendix C

#### Remote Monitoring

7. A provisional sum was included in the project budget for specialist works outside the main contract. One of the specialist works required is a system of remote monitoring from a central point. An original provisional sum, relating to modification of the School's IT network to facilitate this, was included in the project sum at Gateway 5. As the scope of work has increased, an issue report is being prepared outlining the details of this proposal for consideration by Project Board, Project Sub-Committee and the Guildhall School of Music & Drama Board. A Provisional sum for this proposal has been included in the summation of the anticipated out turn of the Fire Alarm Project in Appendix C and the Capital Cap in Appendix A. Expenditure of this sum will be subject to approval of the issue report detailing the proposals.

#### **Financial information:**

8. Appendix A shows the current position of the last approved capital cap. The maximum anticipated final out-turn for the fire alarm project has been included and the breakdown of this is shown in Appendix C.

#### **Funding**

9. The fire alarm project was agreed for progression outside of the fundamental review as an essential health and safety scheme and therefore the financial provision for this scheme has been retained.



## Proposals

10. A final Capital Cap outcome report will be submitted when all the Cap projects have been completed.

## Cyclical maintenance projects

11. Bids are made annually for inclusion in the corporate Cyclical Works Programme and once approved, must be executed within three years of the approval year (commencing in April of the Financial year). However, it has recently been agreed that an additional year may be added to previously approved projects (4 years from the date of approval).
12. To date the approvals in the programme relate to 2017/18 (now largely complete), 2018/19 for completion by March 22, 2019/20 for completion by March 2023, 2020/21 by 2024 and 2021/22 by 2022.
13. Appendix B attached shows the all the projects included in the programme and their status. However, in summary

## 14. Table 1 – Summary by Project numbers

Year approved	Number of projects	Projects in progress	Projects complete
2017/18*	30	2	27
2018/19**	3	2	1
2019/20	20	9	7
2020/21	32	14	1
2021/22	8	1	0

\*Excludes 3 no projects subsequently categorised as Capital and 14 no projects omitted as work carried out in-house or found to be unnecessary

\*\* Excludes 1 project subsequently capitalised

Projects not yet started - 30

## 15. Table 2 – Summary by value

Year approved	Total budget	Actual to date	Balance
2017/18 *	1,550,000	1,041,668	508,331*
2018/19**	35,020	20,000	15,020
2019/20	936,012	248,029	687,983
2020/21	2,871,000	590,765	2,280,237
2021/22	738,000	0	738,000

\*Excludes project subsequently capitalised (£130,025) and projects omitted (£259,000)

Includes £52,906 for projects carried forward to 5<sup>th</sup> year

\*\* Excludes one capitalised project (£67980)

16. In general progress has been as expected. The highest impact on delivery is the difficulties in obtaining access to both carry out planning and the time needed for execution. This is particularly acute in the case of mechanical services works as large areas of the building can be impacted by plant shut-downs.

17. Some projects were excluded or the scope of work reduced as detailed inspection found less work than originally thought was needed or the issues were better dealt with as part of a different project.

18. In consultation with stakeholders, a bid list is currently being prepared for 2022/23 for consideration by the CWP Peer Group and Members.

### Corporate & Strategic Implications

19. Capital Cap projects delivered within Guildhall School of Music and Drama consist of building and/or engineering work. Under the Capital Cap these were often major improvement schemes, building fabric repairs or plant upgrade/replacement initiatives. Maintaining the fabric and infrastructure of the building assists in contributing to one of the City's twelve outcomes '**our spaces are secure, resilient and well-maintained**'.

20. The Capital Cap System ended in 2016/17 and its legacy only remains while existing projects are completed and all defects periods have ended. The one project that remains open is the Renewal of the Fire Alarm in Silk Street. This is in the defects period and minimal additional works, are anticipated.

21. The current financial position of the fire alarm project (the last outstanding capital cap project) is detailed in the table in paragraph 15 and the current overall position of the Capital Cap shown in Appendix A.

22. The Capital Cap has since been replaced by CWP and once the end of the Fire Alarm project has been reached, it will be necessary to report to

Members on the final out turn and seek approval to close the 'capital cap' programme.

## **Conclusion**

23. This report is for Members to note the current position of projects approved under the capital cap arrangements and the progress of the cyclical maintenance programme, which replaced it.

24. A carry forward of the budget for the Fire Alarm project to 2020/21 is required to allow completion of the project which was agreed for progression outside of the fundamental review as an essential health and safety scheme.

## **Appendices – Non Public**

- Appendix A (Non-public) – Capital Cap Programme 3 (Cap 3) (2014/15 – 2020/21)
- Appendix B - CWP project list
- Appendix C (Non-public) - Report on fire alarm project

Hannah Bibbins

T: 020 7382 2369

E: [hannah.bibbins@barbican.org.uk](mailto:hannah.bibbins@barbican.org.uk)

This page is intentionally left blank

# Agenda Item 8

<b>Committee(s)</b>	<b>Dated:</b>
Corporate Asset Sub Committee Project Sub Committee	22 June 2021 23 June 2021
<b>Subject: Project Approval under PSDS Programme</b>	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	<b>Climate Action Strategy</b>
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>Yes</b>
<b>If so, how much?</b>	<b>£9.445m</b>
<b>What is the source of Funding?</b>	<b>PSDS Grant Funding</b>
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	<b>Y</b>
<b>Report of: The City Surveyor</b>	<b>For Information</b>
<b>Report author: Chris Spicer</b>	

## Summary

The City of London have been awarded c.£9.445m in government grant funding toward carbon saving projects, this includes 7 separate projects. This report provides an update on 4 of the projects included in PSDS programme which have a budget allocation of £441,150. This follows approval to proceed with the PSDS. The main part of the PSDS programme is the Retrofit Accelerator project which has an estimated value of £7m . A tender process for this project has now been completed and the survey work is now in progress. The scope and value of this project is forecast to be confirmed in July.

The projects, for information, included in this paper are:

<b>Sub project</b>	<b>Total Budget (incl risk)</b>	<b>Scope</b>
Energy software	£49,000	Software to improve reporting of energy consumption and carbon emissions
Building Energy Management Software	£138,939	Building Analytics software platform, initially covering Guildhall and LMA to provide automated analysis of HVAC operations, integrated with CAFM system, flagging energy and maintenance issues
Guildhall Cooling Modifications	£119,795	Modifications to the Guildhall North Wing chilled water circuits, which provide cooling to the building, which aim to improve the efficiency of the chiller operation and hence save energy and carbon emissions

Guildhall Sub-metering	£133,416	Sub-metering to monitor the main heating and cooling circuits at the Guildhall to improve energy management
<b>Total</b>	<b>£441,150</b>	

### **Recommendation(s)**

Members are asked to:

- 1) Note the update in this paper and the attached gateway papers for each of the sub projects. These papers have been approved by the PSDS Project Board and The City Surveyor
- 2) Note the agreed budget for 4 projects (£441,150) from the PSDS Programme, with the expenditure fully funded by a Government Grant.

### **Main Report**

#### **Background**

1. We applied to the PSDS Grant Scheme on 11th January 2021 for £9.445m and were awarded the full amount. Our application covers projects to upgrade M&E building services (heating, cooling, ventilation, and lighting) and improve building controls and energy metering across the following sites: Guildhall, Barbican Art Centre, GSMD, and the LMA.
2. This paper provides an update on progress with 4 projects from the wider PSDS Programme. These projects include implementation of energy metering, upgraded software and modifications to existing HVAC systems. We estimate that these projects will reduce operational energy costs in the region of £100k per year whilst also reducing carbon emissions.
3. Alongside these projects the tender process for the RA-W project (£7m) has been completed and the successful bidder has been appointed. The project commencement meeting will take place week commencing 7<sup>th</sup> June. The project resource support is also now fully engaged and is actively working on the programme. It should be noted that we have not appointed the £7m works contract, but the HLA/IGP stage (design), which is valued at circa £20k which leads onto the Works contract, which will be awarded later in August, when the design is complete.

#### **Current Position**

4. All projects have been approved at Gateway 3-5 by the PSDS Project Board and The City Surveyor and are now proceeding to implementation, other than the BEMS software project which was approved at Gateway 3-4

5. The current forecast completion date for the projects is as follows:
  - Energy software – July 2021
  - Building Energy Management Software – August 2021
  - Guildhall Cooling Modifications -July 2021
  - Guildhall Metering – August 2021
  
6. It is important that these projects proceed to show progress to Salix Finance (who administer the Grant on behalf of BEIS).  
In March, the City Surveyor was given delegated authority to make decisions for all further gateway papers, in consultation with the project board. This applies to all projects under £5m, subject to concurrence of the Chair of CAS BCOG. This was intended to streamline the decision making process to assist with meeting the demanding funding deadline
  
7. A formal application for an extension to the project deadline will be made once guidance is released by Salix. It is our view, based on discussions with Salix, that this will be granted as the programme now has more clarity on the main delivery timescale

### **Corporate & Strategic Implications**

- This project will help deliver against the Climate Action Strategy by reducing carbon emissions from the City of London portfolio

### **Conclusion**

These projects are the first to proceed from the wider £9.5m PSDS programme and will deliver both energy cost reduction and carbon emission savings. A requirement of the Grant funding is that all projects are delivered by September (with a likely extension to March)

### **Background papers (Available on request):**

- Gateway 3-5 report - Building Analytics Software
- Gateway 3-5 report - GHC Sub-metering
- Gateway 3-5 report - Energy Software
- Gateway 3-5 report - Guildhall Cooling Modifications

### **Report author**

Chris Spicer, PSDS Programme Manager, City Surveyor

E: [chris.spicer@cityoflondon.gov.uk](mailto:chris.spicer@cityoflondon.gov.uk)

T: 07734349268

This page is intentionally left blank



<b>Committee(s):</b> Corporate Asset Sub-Committee	<b>Dated:</b> 22 June 2021
<b>Subject:</b> Heritage at Risk Register (HARR) Report 2020	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	1, 8, 10, 11 & 12
<b>Does this proposal require extra revenue and/or capital spending?</b>	No
<b>If so, how much?</b>	n/a
<b>What is the source of Funding?</b>	n/a
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	n/a
<b>Report of:</b> Paul Wilkinson - City Surveyor (CS.225/21)	<b>For Information</b>
<b>Report author:</b> David Brown, City Surveyor's Department	

## Summary

Historic England publishes an annual register of statutorily protected heritage sites, which it regards 'most at risk of being lost through neglect, decay or inappropriate development'. The latest edition of the Heritage At Risk Register (HARR) was published in October 2020, which contains 5,079 entries.

The City of London Corporation (the City) is involved with eight heritage assets listed in the 2020 edition of the HARR out of a total of 874 heritage assets. When compared to last year's report, one asset has been successfully removed.

This report explains the circumstances and issues for each asset and sets out the plans of action implemented or to be implemented, to eventually remove those properties that the City wholly or partly owns from the HARR.

## Recommendation

Members are asked to:

- Note the contents of this report.

## Main Report

### Background

1. A very small proportion of the City's property portfolio, which includes 874 heritage assets, is currently notified in the HARR. Designation within HARR is helpful in gaining advice from Historic England and priority access to funding.

2. The HARR is a national register, which holds 5079 entries.

### **Current Position**

3. The City is involved with eight heritage assets listed in the 2020 edition of the HARR which nationally covers a total of 5,079 entries. When compared to last year's report, one asset has been successfully removed (The WWII fighter pens at Kenley Common, that are held in trust by the City, are no longer on the register) and no descriptive conditions have worsened.
4. However, the new brickwork to the fighter pens at Kenley has suffered from an attack by ground water salts, rectification works for which are due to commence next month. Historic England has indicated that if these repairs do not proceed, the pens would be added back into the HARR.
5. From the list of eight assets registered in the 2020 edition of the HARR, only two are in the City's full control (90 Gracechurch Street and The Grotto at Wanstead Park).
6. Six of the entries in the HARR are partly owned or managed by third parties.
7. Five of the entries in the HARR pertain to assets that are Registered Parks or Conservation Areas, where parts are owned or managed by third parties, making removal from the HARR more difficult to achieve and in some cases impossible (Bunhill Fields Conservation Area).
8. The full text of the entries in the HARR for City's properties and a summary of issues and circumstances for each asset can be found in Appendix A.
9. In order to avoid the Roman remains in the London Wall Car Park and in the Fort Gatehouse viewing chamber from being added to the HARR, the works to these monuments were prioritised as part of the Cyclical Works Programme (CWP) and completed December 2020. The Inspector for Ancient Monuments at Historic England is pleased with the works, which should ensure these assets will not be added to the updated HARR that will be published later this year.
10. While the premise for Bunhill Fields Conservation Area inclusion in the HARR is due to the surrounding developments, the City Surveyor has prepared a Conservation Management Plan (CMP) to help determine a sustainable future for the Burial Ground and its 2333 memorials, therefore ensuring it is not added as a specific property, into future editions of the HAAR. In addition, a five-year conservation project has started to conserve the memorials.

### **Options**

11. None.

### **Proposals**

12. None.

## Key Data

13. The following table sets out the plans of action to enable removal of these assets from any future HARR:

		<u>Assets</u>	<u>Condition/ Trend<sup>1</sup></u>	<u>Actions/ Strategy</u>
<u>Within the City</u>	1	<b>London Wall, All Hallows</b> (Scheduled Monument 1002050) Multiple owners including the City.	Generally satisfactory but with significant localised problems / Declining	City to start conservation works in Autumn 2021, subject to some funding from the Church and approval to work on a third-party property.
	2	<b>London Wall, All Hallows</b> (Scheduled Monument 1002067) Church of England's property but the City is responsible to look after the churchyard.	Generally satisfactory but with significant localised problems / Declining	City to start conservation works in summer 2021, subject to approvals. (Funded by allocated CWP)
	3	<b>Roman Wall 90 Gracechurch Street basement</b> (Scheduled Monument) City's ownership and responsibility.	Generally unsatisfactory with major localised problems / Declining	Environmental remedial works completed March 2021. Historic England invited to inspect and confirm whether or not further works are required to enable the removal of the asset from the HARR. If further work is needed funding will come from Leadenhall Market's revenue programme budget. If no further work required asset will be removed from HARR.
<u>Outside the City</u>	4	<b>Wanstead Park E12</b> (326 acre Grade II* Registered Park & Garden, Conservation Area) Multiple owners including the City - the City holds majority of the Park in trust through the Epping Forest Charity.	<b>Extensive significant problems / Declining</b>	<ol style="list-style-type: none"> <li>1. Wanstead Park faces major challenges around heritage protection, lake cascade water supply, habitat conservation and flood protection. Parts of the Park's five lake cascade have also been designated as 'High Risk' by the Environment Agency'.</li> <li>2. A £0.5m Gateway Project is currently being developed, pending further evaluation with the intention to undertake safety works in 2022 to address the 'high risk' status.</li> <li>3. HARR status alone does not meet the current City capital prioritisation requirements and therefore alternative sources of potential 70% NHLF match funding is being sought.</li> <li>4. It is proposed that a joint project be established between the Epping Forest Charity, Thames21 and the Environment Agency (EA) to progress a water management project at Wanstead Park to improve</li> </ol>

			the sustainable water supply and biodiversity of the Park's lakes.
<u>5</u>	<b>Wanstead Park E11 (Conservation Area, part in Registered Park &amp; Garden grade II*) Multiple owners including the City.</b>	<b>Very bad / Deteriorating</b>	See item 4 above. While the condition of the Park is a key factor, HE also cites problems with detrimental changes to the Edwardian residential stock surrounding the Park.
<u>6</u>	<b>The Grotto (Listed Building Grade II, Registered Park &amp; Garden Grade II*, Conservation Area) City's ownership and responsibility</b>	<b>Poor</b>	<p>Packages of conservation works to The Grotto are being prepared for implementation during 2021/22 and 2022/23, which are to be funded by the Cyclical Works Programme.</p> <p>A fundraising scheme is being developed to provide public access to The Grotto as a managed ruin.</p>
<u>7</u>	<b>Bunhill Fields Conservation Area (Conservation Area) Multiple owners including the City.</b>	<b>Fair / Deteriorating</b>	City to assist the Islington Council over inappropriate developments in the wider area. A Conservation Management Plan has been prepared as set out in para 8 and appendix A.
<u>8</u>	<b>Ashted Park (Registered Park &amp; Garden Grade II) Multiple owners including the City.</b>	<b>Generally satisfactory but with significant localised problems / Improving</b>	Officers are awaiting clarification from Historic England on what is needed to remove the Ashted Park off the HARR.

<sup>1</sup> Condition or Trend as reported in the HARR 2020.

## Corporate & Strategic Implications

### Financial implications

14. It should be noted that the more affordable/easier to fix assets in the HARR, such as the remains of the City Wall are slowly being removed, but larger properties, such as Wanstead Park (including The Grotto) will require a combination of new capital investment (subject to the annual capital bid process and criteria for making such bids) and Lottery funding to raise the substantial initial investment needed, together with continued CWP funding and additional Local Risk resources to maintain any restoration.

### Resource implications

15. The Corporate Asset Sub Committee Heritage Estate report April 2021 presented a new strategic outcome framework to support improving the approach to the overall management of the Heritage Estate. The new database created in 2021 will also be used as a programme management tool.
16. Changes to how the CWP funding is secured will hopefully ensure that quinquennial surveys, previously deferred to meet the cost of the pandemic, are

undertaken in a timely manner thus identifying both health and safety as well as reputational risks. However, due to staff resource limitations and the size of the Heritage Estate (874 assets), it is not possible to anticipate every potential new addition to the HARR.

Legal implications – None

Risk implications

17. If appropriate maintenance works are not undertaken to heritage assets, they will inevitably deteriorate further, risk being added to the HARR and increase repair costs. Failure to invest in these assets may also contribute to the eventual loss of these irreplaceable historic buildings and artefacts while posing a reputational risk to the City as well as possible health and safety implications.

Equalities implications – None

Climate implications - None

Security implications - None

## **Conclusion**

18. One asset has been removed from the HARR and no descriptive conditions have worsened since the last report to Committee.
19. Following the removal on one asset from the previous list, only two of the eight remaining are fully in the City's control. The other six are subject to varying degrees of complexity regarding requirements, responsibilities, interdependencies and funding. The Heritage Estate strategy currently taken is to prioritise those we have more control of, to ensure resource expended on the others is proportionate to returns in progress, and to focus appropriate resource identifying other assets at risk and where there are concerns about the likelihood of additional listing to the HARR.
20. Only a very small proportion of the City's Heritage Estate portfolio, which includes 874 assets, is currently notified in the HARR. From the list of eight assets registered in the 2020 edition of the HARR, only two are in the City's full control (90 Gracechurch Street and the Grotto). Six of the entries in the HARR are partly owned or managed by third parties making removal from the HARR more difficult to achieve and in some cases impossible.

## **Appendices**

- Appendix A – City's heritage assets included in 2020 HARR
- Appendix B – Local Authority enforcement powers

## **Background Papers**

Heritage at Risk Register (HARR) Report 2020 – Published by Historic England

**David Brown**

Heritage Estate Officer

City Surveyor's

T: 07523 939064

E: [David.Brown@cityoflondon.gov.uk](mailto:David.Brown@cityoflondon.gov.uk)

<b>Committee(s)</b>	<b>Dated:</b>
Corporate Asset Sub-Committee (CASC)	22nd June 2021
<b>Subject: 2020/21 Energy Performance Q4 Update</b>	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	<b>5,11 &amp; 12</b>
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>No</b>
<b>If so, how much?</b>	<b>£ n/a</b>
<b>What is the source of Funding?</b>	<b>n/a</b>
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	<b>Yes</b>
<b>Report of: The City Surveyor</b>	<b>For Information</b>
<b>Report author: Graeme Low / James Rooke</b>	

## Summary

This report presents the 2020/21 quarter 4 energy performance for CoL operational sites.

The Q4 result for 2020/21 was a 22.8% reduction in energy consumption from Q4 2019/20 when corrected for the impact of weather. Compared to the 2008/09 baseline the energy consumption reduced by 36.1% in absolute terms.

Since 2008/9 the operational CO<sub>2</sub> emissions have reduced by **28,67** tonnes, through a combination of energy reduction in buildings and grid decarbonisation.

This continued reduction in 2020/21 was largely due to the reduction in building related activities and operations as a result of the coronavirus lockdown. Work by the Energy Team, particularly on Building Management Systems has enabled these savings to be secured.

## Recommendation(s)

- Note the performance of Corporate building stock in quarter 4.
- Note the progress of £9.4m from BEIS grant, covering 100% of capital investment needed for the PSDS project.

## Main Report

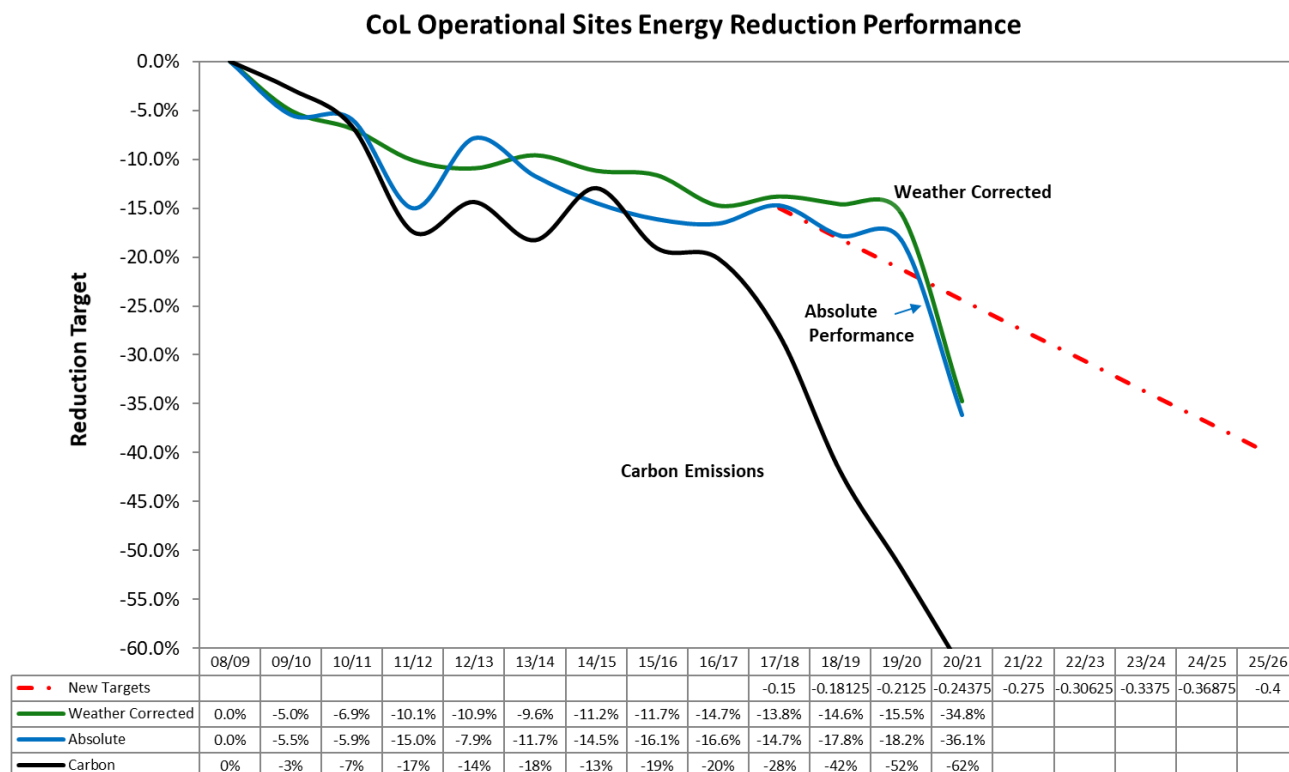
### Background

1. At CASC on 28/04/21 the Q3 Energy performance report was presented. This identified the Q3 Energy Performance as a 14.3% improvement on previous the same period in 2019/20. This saving was largely due to the closure of buildings due to the Covid-19 lockdown which occurred across this period. The Carbon Descent Plan aims to reduce our weather corrected energy consumption by 40% by 2025/26. Aligned to the aims of the Carbon Descent plan, the recently adopted Climate Action Strategy has a goal of reaching Net Zero Carbon for Operational emissions by 2027. At the July CASC committee we will presenting more detail on the format for reporting the scope of the Climate Action Strategy targets alongside the existing Carbon Descent targets.

## Current Position

## Performance Update

Chart 1. Overall performance Q4



- Long term:** Chart 1 presents an update on the long-term performance against target, including the interim performance up to Q4 20/21. Compared to the 2008/09 baseline the performance up to Q4 2020/21 indicates a 36.1% reduction in absolute energy consumption, translating to a 34.8% reduction when corrected for the weather and a saving of 28,677 tonnes of CO<sub>2</sub> or a 62% reduction from 2008/9. Additionally, our CO<sub>2</sub> emissions have reduced by 35% or 9,341 tonnes since 2018/19.
- These figures show we are ahead of the target for the year and we are also ahead of our target to reach a 40% reduction in energy consumption by 2025/26. The savings since 2018/19 demonstrate a positive start for the Climate Action Strategy 2027 Net Zero Carbon targets, though the Carbon Descent Target does not represent the total scope for the Climate Action Target for Corporate Buildings, which also includes scope 1 & 2 emissions from our housing estates.
- Whilst we have continued to benefit from energy reductions due to the pandemic, building stock changes and improved control of our energy usage within buildings has played an important role in capturing these savings. Our progress with introducing energy saving measures at the Barbican Arts Centre, LMA, GSMD & The Guildhall, through the PSDS project is gathering pace and we anticipate saving an additional 1,500 tonnes of CO<sub>2</sub>e per annum through this project once works are complete towards the end of 21/22.



5. As the Climate Action Strategy actions begin to mobilise, starting with the procurement of resource needed to manage and deliver the programme and site level energy audits, we will be building a pipeline of projects and a timeline for delivery. This will enable the Climate Action Targets to be met. In doing so, these actions will similarly support a reduction in our energy consumption, facilitating the Carbon Descent Plan in reaching its targets. It is anticipated that this investment alongside close control of Building Energy Management Systems (BEMS), and promoting behaviour change through an energy awareness campaign, will enable us to keep on track to meet the 40% reduction target by 2025/26.

**Table 1.** Overall performance Q4 Top 5 and bottom 5 sites.

<b>Weather corrected rolling 12-month comparison: 12 months to Mar-21 (20/21) compared to 12 months to Mar-20 (2019/20)</b>				
<b>Site Name</b>	<b>Mar-20</b>	<b>Mar-21</b>	<b>kWh Diff.<sup>1</sup></b>	<b>Diff. %</b>
<b>Top 5</b>				
Barbican Arts Centre	20,570,700	10,807,772	-9,762,928	-47.7%
Smithfield Mkt (LL & tenant)	14,207,833	9,994,899	-4,212,934	-29.7%
Guildhall Complex	17,304,930	13,788,114	-3,516,816	-20.3%
CoL Freeman's School	4,886,784	3,660,782	-1,226,002	-25.1%
New Spitalfields Market	6,691,218	5,853,222	-837,996	-12.5%
<b>Bottom 5</b>				
OS Epping Forest	650,071	710,574	60,503	9.3%
OS Parliament Hill	311,907	318,267	6,360	2.0%
Animal Reception Centre	781,972	781,710	-262	0.0%
Mayor's Court	218,730	170,988	-17,459	-5.5%
Upper Thames St. Tunnel Ltg.	548,716	494,364	-47,742	-21.8%

6. **Table 1** provides a snapshot of the highest energy reductions and the greatest increases within the top 30 buildings over the past 12 months to March, when compared to the previous 12 months. The full list of the top 30 site performance and performance overview for bottom 5 increases can be found within Appendix 1.
7. The Energy team are in contact with sites in the bottom 5 sites, however only 2 sites overall, Epping Forrest and Parliament Hill have recorded increases in consumption. Investigation has highlighted increased electrical consumption at Jubilee Retreat Golf Course Shed, and Queen Elizabeth Hunting Lodge (ground floor). Poor housekeeping is likely to be the issue at Jubilee retreat and estimated meter readings at the hunting lodge have led to a subsequent increase at the Hunting Lodge. Gas increases at The Warren House and Office has also added to the overall position these show perhaps that gas usage is not adequately controlled at site and further investigations are being held to ascertain the cause. Upper Thames St. Tunnel Lighting has been included in the bottom 5 list for the first time, though it has registered a saving of approximately 22%. This site has limited opportunity for further savings due to lighting standards that must be maintained for safety and security reasons.

<sup>1</sup> kWh difference is used to determine the order for **Table 1**. In Q4, this highlights Barbican Arts Centre as the best performing site and OS Epping Forest as having the highest increase in energy usage.

## Energy Team Activity

### Progress on Energy projects

8. **The PSDS Project:** Good progress has been made on the 17 individual projects that make up the PSDS Programme. A separate paper presenting the PSDS project in more detail will be presented to CASC.
9. **Pandemic Impacts:** The Energy Team remain proactive at managing the energy usage within our buildings during the Pandemic. In the 12 months to March 2021, we have seen a **22.8%** reduction in weather corrected energy consumption compared to the previous 12 months. The UK has seen a rise in demand, which we expect to continue as we exit lockdown restrictions. The Energy Team anticipate that as buildings are re-occupied, our recent gains will be eroded. Alongside our pipeline of energy saving projects, it is key to capture the impact of the changing use of our buildings and we will ensure that key plans & projects such as the Guildhall Masterplan and the Combine Markets Project are closely examined in relation to their effect on reaching our future targets. Uncertainty in relation to the longevity of building assets can translate into lost opportunity for investment in energy saving measures, leading to difficulty in delivering these savings in the longer term.
10. **Energy Supply contract procurement:** Gas and Electricity Contracts have been procured for the period October 2021 -2025. A workshop is to be held with stakeholders in June to engage and receive feedback in relation to future strategy. Additionally, we have procured a new Meter Operator Contract under the LASER framework for the period 2021 – 2025. Savings of £20k are expected for the contract duration and will improve visibility to our energy data, through improved deployment of Automatic Meter Reading (AMR) for our smaller supplies. AMR will increase our ability to identify and react to changes in consumption and measure and verify savings made through investment in Energy Saving Measures.
11. **PPA:** The PPA contract has now been agreed with Voltalia UK Ltd., Work on site at the South Farm Solar site near Blandford Forum has begun with foundation tests, welfare facilities and access roads being established in May. As we are seeing rising electricity prices in the market the current price of £80 MWh for grid electricity means that we have achieved increased financial benefit through the PPA with a unit price 54% lower than this.

## Corporate & Strategic Implications

12. **Strategic implications:** Energy performance is linked to resilience and helps ensure business continuity through reduced pressure on the energy infrastructure within the square mile. We support a thriving economy through ensuring environmental responsibility in this way. Our energy performance helps to shape outstanding environments through the reduction of CO<sub>2</sub> emissions and our commitment to procuring clean renewable energy. In this way our energy performance helps shape outcomes 5, 11 and 12 of the Corporate Plan.
13. **Financial implications:** The savings in this report remain largely because of reduced energy usage due to the pandemic. We anticipate these will be eroded as staff return to work. For longer sustainable gains the focus needs to be on improving efficient use of energy, through targeted investment in energy saving measures.

**14. Climate implications:** Energy performance has a direct impact on the Climate. Improvements in energy usage and CO<sub>2</sub> emissions will have a beneficial effect on this. Our CO<sub>2</sub> targets represent an important goal in mitigating the worst effects of climate change and falling short of these could contribute to global temperatures rising above a sustainable level.

## **Conclusion**

15. The Energy performance within Q4 has seen a sustained reduction in consumption across the corporation. Whilst the impact of the pandemic has been positive in respects to the energy consumption over the last 12 months, we anticipated a bounce back in consumption as we reoccupy our buildings. With the mobilisation of the workstream (NZ1) related to Corporate Buildings within the Climate Action Strategy beginning in Q1 of 2021/22 and the delivery of the 17 projects that form part of the PSDS project by Q3 / Q4 2021/22. We remain confident that we can absorb the impact of the reoccupation of our building stock. As we transition to Climate Action Strategy targets for 2021/2022, our targets will become increasingly challenging, requiring action in all areas of the Corporation to ensure we meet our planned objectives.

## **Report author**

### **Graeme Low**

Energy and Carbon Manager, City Surveyors

E: [graeme.low@cityoflondon.gov.uk](mailto:graeme.low@cityoflondon.gov.uk)

T: 07857665662

### **James Rooke**

Assistant Director, Head of Energy & Sustainability  
City Surveyor's Department

E: [james.rooke@cityoflondon.gov.uk](mailto:james.rooke@cityoflondon.gov.uk)

This page is intentionally left blank



expenditure in some of the latter years is healthier. The programmes are intended to deliver prioritised cyclical maintenance works (i.e. replacement or refurbishment of buildings, plant and equipment based on condition assessed at the end of normal useful service life and operational need) across the corporate operational estate, including The Barbican Centre and the Guildhall School of Music and Drama.

Governance of the CWP is overseen by your Committee and executed by the CWP Peer Review Group. Given the COVID situation overall progress is good – the budget carried forward from 17/18 will be sufficient to complete all relevant projects within this financial year, with some of the budget expected to be returned due to savings realised within the project.

### Recommendations

Members are asked to:

1. Note the progress of current CWP programmes of work

### Main Report

#### Background

1. There is need to conduct planned refurbishment and replacement of buildings and their associated equipment in addition to routine serving and repairs. Resources being limited, such works need to be prioritised across the entire corporate operational estate. The Cyclical Works Programmes consider the requirements of each and prioritises individual projects in the context of the whole to ensure that the City's overall property maintenance objectives are met. The recent programme levelling exercise has also contributed to the City being able to maintain a balanced financial position.

#### Current Position

The tables below outline overall programme performance, broken down to financial years. A fuller picture based on the fund and area of service can be found in Appendices B to E

#### 2. Cyclical Works Programme 2017/18 Progress

TABLE 1: TOTAL PROGRAMME PROGRESS TO DATE AT 31/03/21						
Fund / Service	Total Budget	Total Actual Spend	Further Committed	Total Cost	Balance Un-committed	Total Progress
	£000's	£000's	£000's	£000's	£000's	%
<b>2017/18 Programme</b>						
City's Cash	6,493	6,027	102	6,129	364	94%
City Fund	3,846	3,438	0	3,438	408	89%
Guildhall Admin	1,312	1,135	0	1,135	177	87%
	<b>11,651</b>	<b>10,600</b>	<b>102</b>	<b>10,702</b>	<b>949</b>	<b>90%</b>

<b>TABLE 2: SPEND AGAINST 2020/21 TARGETS TO DATE AT 31/03/21</b>				
<b>Fund / Service</b>	<b>Total Budget</b>	<b>Budget 2020/21</b>	<b>Actual Spend 2020/21</b>	<b>Spend Against Target</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>%</b>
<b>2017/18 Programme</b>				
<b>City's Cash</b>	<b>6,493</b>	<b>730</b>	<b>488</b>	<b>67%</b>
<b>City Fund</b>	<b>3,846</b>	<b>335</b>	<b>172</b>	<b>51%</b>
<b>Guildhall Admin</b>	<b>1,312</b>	<b>187</b>	<b>108</b>	<b>58%</b>
<b>TOTAL</b>	<b>11,651</b>	<b>1,252</b>	<b>768</b>	<b>61%</b>

3. The justification for the carry-forward of this budget has previously been reported, though for clarity the outline issues were as follows:
- The City fund budget noted above is dependent on larger, capital-scale projects which were delayed due to the fundamental review e.g. the Thameslink repair works (budget totalling £186k being undertaken alongside the Museum of London project
  - Some of the initial programmed budget e.g. underspend of savings from other projects has been rediverted to fund newly identified priority projects in the programme. An example of this is the Moorgate Sidings Remedial Works (budget £158k), where works have been identified by TfL that are the responsibility of the City of London to undertake. Gaining approval and a suitable window to carry out these works has proven difficult
  - Some priority projects are less straight-forward to fully complete and have been impacted by both limited access and resource to complete such work e.g. works to the Barbican/Guildhall School for Music and Drama totalling £55k
  - The remaining sum of carry forward is £41k and is made up of smaller sums of money for projects that are in progress and almost complete

#### 4. Cyclical Works Programme 18/19 Progress

<b>TABLE 1: TOTAL PROGRAMME PROGRESS TO DATE AT 31/03/21</b>						
<b>Fund / Service</b>	<b>Total Budget</b>	<b>Total Actual Spend</b>	<b>Further Committed</b>	<b>Total Cost</b>	<b>Balance Un-committed</b>	<b>Total Progress</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>%</b>
<b>2018/19 Programme</b>						
<b>City's Cash</b>	<b>5,915</b>	<b>4,650</b>	<b>267</b>	<b>4,917</b>	<b>998</b>	<b>83%</b>
<b>City Fund*</b>	<b>4,586</b>	<b>2,556</b>	<b>380</b>	<b>2,937</b>	<b>1,649</b>	<b>64%</b>
<b>Guildhall Admin</b>	<b>1,429</b>	<b>826</b>	<b>77</b>	<b>871</b>	<b>558</b>	<b>61%</b>
<b>TOTAL</b>	<b>11,930</b>	<b>8,032</b>	<b>724</b>	<b>8,725</b>	<b>3,205</b>	<b>73%</b>

\* Temporary transfer for Golden Lane Project

**TABLE 2: SPEND AGAINST 2020/21 TARGETS TO DATE AT 31/03/21**

<b>Fund / Service</b>	<b>Total Budget</b>	<b>Budget 2020/21</b>	<b>Actual Spend 2020/21</b>	<b>Spend Against Target %</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>%</b>
<b>2018/19 Programme</b>				
City's Cash	5,915	1,747	1,278	73%
City Fund	4,586	1,376	778	57%
Guildhall Admin	1,429	717	244	34%
<b>TOTAL</b>	<b>11,930</b>	<b>3,840</b>	<b>2,300</b>	<b>60%</b>

5. Allowing these projects to be smoothed has meant that Project Management diverted towards projects that could benefit from the closure of operational properties. It is noted however that some of the priorities have changed throughout the financial year, after the smoothing exercise had been undertaken.
6. The smoothing of these programmes has also allowed Project Managers and delivery teams some better planning for the new 21/22 CWP works which are urgent and will be required to be delivered within the single financial year. This has enabled some of the 21/22 works to start in the first Q1.
7. The Project Managers & Facilities manager for each project have confirmed the smoothing of projects will have no immediate impact on the service department or the operational maintenance of the building for which the project is planned.
8. A temporary transfer of funds from City's Cash to City Fund has taken place to fund works to Golden Lane, this funding will be returned when budgets allow so.
9. Some of this underspend can be attributed to savings on projects, where spare budgets can be redirected (by agreement of the peer review group) to new projects that haven't yet received funding

#### 10. Cyclical Works Programme 19/20 Progress

<b>TABLE 1: TOTAL PROGRAMME PROGRESS TO DATE AT 31/03/21</b>						
<b>Fund / Service</b>	<b>Total Budget</b>	<b>Total Actual Spend</b>	<b>Further Committed</b>	<b>Total Cost</b>	<b>Balance Un-committed</b>	<b>Total Progress</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>%</b>
<b>2019/20 Programme</b>						
City's Cash	5,324	2,607	413	3,021	2,303	57%
City Fund	5,187	1,930	303	2,233	2,954	43%
Guildhall Admin	2,137	1,155	123	1,279	858	60%
<b>TOTAL</b>	<b>12,648</b>	<b>5,692</b>	<b>840</b>	<b>6,532</b>	<b>6,116</b>	<b>52%</b>



**TABLE 2: SPEND AGAINST 2020/21 TARGETS TO DATE AT 31/03/21**

Fund / Service	Total Budget	Budget 2020/21	Actual Spend 2020/21	Spend Against Target
	£000's	£000's	£000's	%
<b>2019/20 Programme</b>				
City's Cash	5,324	1,747	1,189	68%
City Fund	5,187	1,009	898	89%
Guildhall Admin	2,137	735	793	108%
<b>TOTAL</b>	<b>12,648</b>	<b>3,491</b>	<b>2,880</b>	<b>82%</b>

11. Progress against the 19/20 programme has generally been good with only a small number of projects being smoothed into later years. It is noted that some resource has been rediverted to plan for the 21/22 programmes of work that were deemed urgent and need to be undertaken within a single financial year.

12. Cyclical Works Programme 20/21 Progress

**TABLE 1: TOTAL PROGRAMME PROGRESS TO DATE AT 31/03/21**

Fund / Service	Total Budget	Total Actual Spend	Further Committed	Total Cost	Balance Un-committed	Total Progress
	£000's	£000's	£000's	£000's	£000's	%
<b>2020/21 Programme</b>						
City's Cash *	5,175	734	314	1,047	4,128	20%
City Fund	4,783	586	103	688	4,095	14%
Guildhall Admin	843	110	28	138	704	16%
<b>TOTAL</b>	<b>10,801</b>	<b>1,429</b>	<b>445</b>	<b>1,874</b>	<b>8,927</b>	<b>17%</b>

\*£1m was removed from the original bid – refer to paragraph 14 below

**TABLE 2: SPEND AGAINST 2020/21 TARGETS TO DATE AT 31/03/21**

Fund / Service	Total Budget	Budget 2020/21	Actual Spend 2020/21	Spend Against Target
	£000's	£000's	£000's	%
<b>2020/21 Programme</b>				
City's Cash	5,175	685	734	107%
City Fund	4,783	705	586	83%
Guildhall Admin	843	125	110	88%
<b>TOTAL</b>	<b>10,801</b>	<b>1,515</b>	<b>1,429</b>	<b>94%</b>

13. Project expenditure is consistent with previous years, given that no works could be undertaken within most of Q1 in financial year due to the closing of all sites from March until late May due to COVID-19. More detail based on fund and area of service is at Appendix E.

14. £1million of non-health and safety related projects removed from City's Cash in order to meet finance requirements of the City, as reported previously, this has been deferred until later years and will form part of the usual bidding process later this year.

### **Corporate & Strategic Implications**

15. Cyclical Works Programmes set out to deliver three of the key objectives in the Corporate Property Asset Management Strategy.

- SO.1 – Operational assets remain in a good, safe and statutory compliant condition.
- SO.2 – Operational assets are fit for purpose and meet service delivery needs.
- SO.3 – Capital and supplementary revenue programmes are affordable, sustainable and prudent and that the limited available resources are directed to the highest corporate priorities.

### **Conclusion**

16. Given that almost all live CWP projects ceased activity for at least 2 months in Q1 of 2020, progress has been good. In order to align with the budget requirements, some projects have been smoothed in to a fourth year. Priorities have shifted a little and access to some sites has been limited where Client departments have sought to make the most of periods in Q2/3 where they were able to open to the public.

Reduced expenditure to the programme has allowed resource to be focussed on larger, high-profile Capital Projects and also for the planning of 21/22 projects that must be delivered within the single financial year.

### **Appendices**

- Appendix A – Programme levelling exercise undertaken by City Surveyors
- Appendix B – 2017/18 Cyclical Works Programme
- Appendix C – 2018/19 Cyclical Works Programme
- Appendix D – 2019/20 Cyclical Works Programme
- Appendix E – 2020/21 Cyclical Works Programme

### **Report Author**

Jonathan Cooper  
Assistant Director – Head of Minor Projects  
City Surveyor's Department  
T: 020 7332 3563  
E: [jonathan.cooper@cityoflondon.gov.uk](mailto:jonathan.cooper@cityoflondon.gov.uk)

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank



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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank