



## Capital Buildings Board

**Date:** WEDNESDAY, 5 FEBRUARY 2025

**Time:** 9.30 am

**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

**Members:**

Deputy Sir Michael Snyder (Chairman)	Alderman Timothy Hailes JP (Ex-Officio Member)
Deputy Oliver Sells KC (Deputy Chairman)	Deputy Christopher Hayward
Deputy Randall Anderson	Alderman Tim Levene
Deputy Keith Bottomley	Charles Edward Lord, OBE JP
Tijs Broeke	Deputy Alastair Moss
David Brooks Wilson	Deputy James Thomson CBE (Ex-Officio Member)
Deputy Henry Colthurst	James Tumbridge
Deputy Madush Gupta	Philip Woodhouse

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### Accessing the virtual public meeting

Members of the public can observe all virtual public meetings of the City of London Corporation by following the below link:

<https://www.youtube.com/@CityofLondonCorporation/streams>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one civic 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.

Whilst we endeavour to livestream all of our public meetings, this is not always possible due to technical difficulties. In these instances, if possible, a recording will be uploaded following the end of the meeting.

**Ian Thomas CBE**  
Town Clerk and Chief Executive

# AGENDA

1. **APOLOGIES**

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

3. **MINUTES**

To agree the public minutes and non-public summary of the Capital Buildings Board meeting on 27 November 2024.

**For Decision**  
(Pages 5 - 8)

4. **TERMS OF REFERENCE AND FREQUENCY OF MEETINGS: ANNUAL REVIEW**

Report of the Town Clerk.

**For Decision**  
(Pages 9 - 12)

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

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

7. **EXCLUSION OF THE PUBLIC**

MOTION – That under Section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following items, on the grounds that they involve the likely disclosure of Exempt Information, as defined in Part 1 of Schedule 12A of the Local Government Act.

8. **MINUTES**

To agree the non-public minutes of the Capital Buildings Board meeting on 27 November 2024.

**For Decision**  
(Pages 13 - 16)

9. **SALISBURY SQUARE DEVELOPMENT - PUBLIC ART PROPOSALS PRESENTATION**

Architect to be heard.

10. **SALISBURY SQUARE DEVELOPMENT - RIBA STAGE 5 UPDATE**  
Report of the City Surveyor.  

**For Decision**  
(Pages 17 - 32)
11. **FUTURE POLICE ESTATE PROGRAMME**  
Report of the Commissioner of City of London Police.  

**For Decision**  
(Pages 33 - 40)
12. **MIDDLESEX STREET, CAR PARK, MIDDLESEX STREET, E1 7AD**  
Joint report of the City Surveyor and Commissioner, City of London Police.  

**For Decision**  
(Pages 41 - 70)
13. **CITY OF LONDON POLICE PROPERTY STORE**  
Joint report of the City Surveyor and Commissioner, City of London Police.  

**For Decision**  
(Pages 71 - 72)
14. **CITY OF LONDON POLICE TACTICAL FIREARM TRAINING FACILITY**  
Joint report of the City Surveyor and Commissioner, City of London Police.  

**For Decision**  
(Pages 73 - 96)
15. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**  
Report of the Town Clerk.  

**For Information**  
(Pages 97 - 98)
16. **MAJOR PROGRAMMES OFFICE - DASHOARD REPORT**  
Report of the Chamberlain.  

**For Information**  
(Pages 99 - 102)
17. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

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

## CAPITAL BUILDINGS BOARD

Wednesday, 27 November 2024

**Minutes of the meeting of the Capital Buildings Board held at the Guildhall EC2 at 9.30 am**

### **Present**

#### **Members:**

Deputy Sir Michael Snyder (Chairman)	Alderman Timothy Hailes JP (Ex-Officio Member)
Deputy Randall Anderson	Alderman Tim Levene
Deputy Keith Bottomley	Deputy Alastair Moss
David Brooks Wilson	

#### **In attendance (observing online)**

Deputy Madush Gupta  
Deputy Henry Pollard  
Oliver Sells KC (Deputy Chairman)  
Philip Woodhouse

#### **Officers:**

Paul Wilkinson	- City Surveyor
Tim Cutter	- City Surveyor's Department
Ola Obadara	- City Surveyor's Department
Michael Cogher	- Comptroller and City Solicitor, Deputy Chief Executive
Alix Newbold	- City of London Police
Martin O'Regan	- City of London Police
Michael Curtis	- Chamberlain's Department
Alessia Ursini	- Chamberlain's Department
Genine Whitehorne	- Chamberlain's Department

### **1. APOLOGIES**

Apologies were received from Tijs Broeke, Deputy Henry Colthurst, Deputy Christopher Hayward, Oliver Sells KC, Deputy Henry Pollard, Philip Woodhouse, Deputy Brian Mooney, Deputy James Thomson and James Tumbridge.

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

David Brooks Wilson declared an interest in respect of all matters concerning Keltbray, Arcadis, City and Provincial Properties Ltd, Quinn Estates Ltd, Locate in Kent Ltd and The Building Design Architectural Practice.

### **3. MINUTES**

RESOLVED: That, the public minutes of the Capital Buildings Board meeting on 30 October 2024 be approved as an accurate record, subject the inclusion of

James Tumbridge, Alderman Tim Hailes and Deputy Randall Anderson in the list of those Members having given their apologies for the meeting.

4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**  
There were no questions.

5. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**  
There were no additional items of business.

6. **EXCLUSION OF THE PUBLIC**

RESOLVED: That under Section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following items, on the grounds that they involve the likely disclosure of Exempt Information, as defined in Part 1 of Schedule 12A of the Local Government Act.

7. **MINUTES**

RESOLVED: That, the non-public minutes of the Capital Buildings Board meeting on 30 October 2024 be approved as an accurate record.

8. **SALISBURY SQUARE DEVELOPMENT - RIBA STAGE 5 UPDATE**

The Board considered a report of the City Surveyor providing an update relating to the Salisbury Square Development.

9. **MIDDLESEX STREET, CAR PARK, MIDDLESEX STREET, E1 7AD**

The Board considered a report of the City Surveyor relating to Middlesex Street Car Park, Middlesex Street, E1 7AD.

10. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**

The Board received a report of the Town Clerk providing information on decisions taken between meetings by the Town Clerk, in consultation with the Chairman and Deputy Chairman.

11. **MAJOR PROGRAMMES OFFICE - DASHBOARD REPORT**

The Board received a dashboard report of the Chamberlain providing a progress update on Major Programmes.

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

A question was raised on the following item:

**Markets Co-location Programme**

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

There were no additional items of business.

**The meeting ended at 9.55am**

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Chairman

**Contact Officer: Chris Rumbles**  
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**christopher.rumbles@cityoflondon.gov.uk**

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<b>Committee(s)</b> Capital Buildings Board	<b>Dated:</b> 5 February 2025
<b>Subject:</b> Terms of Reference and Frequency of Meetings: Annual Review	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N/A</b>
<b>If so, how much?</b>	
<b>What is the source of Funding?</b>	
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	
<b>Report of:</b> Town Clerk	<b>For Decision</b>
<b>Report author:</b> Chris Rumbles – Town Clerk's Department	

### Summary

An annual review of a Committee's Terms of Reference enables any proposed changes to be considered in time for the annual re-appointment, composition and Terms of Reference of Sub-Committees review undertaken by Policy and Resources Committee.

This annual review also affords Members an opportunity to review the frequency of a Committee's meetings and determine whether the frequency remains appropriate or requires any adjustment.

### Recommendations

It is recommended that:

- The terms of reference of Capital Buildings Board be endorsed, subject to any comments thereon, for onward submission to Policy and Resources Committee.
- Members to consider whether any change are required to the frequency of the Committee's meetings.

### Appendices

- Appendix 1 – Terms of Reference

### Contact:

Chris Rumbles

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### Capital Buildings Board

#### Composition

- The Chairman and Deputy or a Vice Chairman of the Policy & Resources Committee
- The Chairman and Deputy Chairman of the Finance Committee or their nominee
- Three Members appointed by the Policy & Resources Committee
- Five Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- The Chairmen and Deputy Chairmen of those service committees which will become responsible for completed capital building projects, or their nominees (ex-officio)\*
- The Chairman of the General Purposes Committee of Aldermen, or their nominee.

*\* Such Chairmen and Deputy Chairmen (or their nominees) to become ex-officio Members of the Committee upon the Court of Common Council giving its approval in principle for the project to proceed, with their membership to cease upon the new building being handed over to their Committee.*

- Together with up to two non-City of London Corporation Members and a further two Court of Common Council Members with appropriate experience, skills or knowledge to be appointed by the Board.

The Chairman to be Chairman of Policy & Resources or their nominee.

#### Terms of Reference

In respect of major projects<sup>†</sup> which have been approved in principle by the Court of Common Council and are being directly delivered by the City of London Corporation, to be responsible for:-

- (a) overall direction and co-ordination;
- (b) financial control and variances within the overall approved budget for the project;
- (c) review of progress;
- (d) decisions on significant option development and key policy choices; and
- (e) decisions in relation to the acquisition and disposal of properties related to the project, including disposal or alternative use of current operational properties to be vacated on completion of the project. Such properties, upon the approval of the capital building project, shall sit outside of the normal Standing Orders (53-60) governing acquisitions and disposals.<sup>‡</sup>

In respect of Major Capital Building projects and/or programmes which have been approved in principle by the Court of Common Council and where the City of London Corporation is a major funder:-

- (f) Monitoring of progress against agreed milestones; and
- (g) The release of the City of London Corporation's funding.

*† Defined as all projects with an estimated budget of £100 million or more, or which have been otherwise referred to the Committee.*

*‡ Such transactions shall therefore not require the additional approvals of the Investment Committee, Resource Allocation Sub-Committee-Committee, Finance Committee, and Court of Common Council. However, the Policy & Resources Committee shall reserve the right to retain ultimate decision-making powers in respect of properties where the disposal is considered to have significant strategic or policy implications.*

**Notes:**

*Whilst the Board will need to have dealings with external parties relevant to the buildings concerned in projects for which the Board is responsible, ownership and custody of these relationships shall rest with the relevant service committee and the Capital Buildings Board shall act in accordance with this.*

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of the Local Government Act 1972.

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