

CORPORATE ASSET SUB (FINANCE) COMMITTEE
Wednesday, 5 June 2019

Minutes of the meeting of the Corporate Asset Sub (Finance) Committee held at
Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 5 June 2019 at
1.45 pm

Present

Members:

Deputy Jamie Ingham Clark (Chairman)
Randall Anderson
Nicholas Bensted-Smith
John Chapman
Alderman Alison Gowman
Michael Hudson
Deputy Wendy Hyde
Jeremy Mayhew

Officers:

Alison Bunn	- City Surveyor's Department
Adam Calvert	- Comptroller and City Solicitor's Department
Natalie Evans	- Chamberlain's Department
John Galvin	- City Surveyor's Department
Chris Hartwell	- City Surveyor's Department
Fiona McKeith	- City Surveyor's Department
Dianne Merrifield	- Chamberlain's Department
Martin Newton	- Town Clerk's Department
Dorian Price	- City Surveyor's Department
James Rooke	- City Surveyor's Department
Mansi Sehgal	- City Surveyor's Department
Gavin Stedman	- Port Health Service Assistant Director
Paul Wilkinson	- City Surveyor

1. APOLOGIES

Apologies were received from Dominic Christian (Deputy Chairman), Marianne Fredericks, Christopher Hayward, Deputy Joyce Nash, James de Sausmarez and Deputy Philip Woodhouse.

2. CHAIRMAN'S INTRODUCTION

The Chairman welcomed all to the first CASC meeting of 2019/20, paying tribute to the late Chairman, Nick Bensted-Smith and former member Jeremy Simons for their contributions to the committee, He welcomed the new members Deputy Joyce Nash and James de Sausmarez and noted that the reappointments of John Chapman, Alderman Alison Gowman and Christopher

Hayward were still subject to the approval of the Property Investment Board on 12 June 2019.

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

Alderman Alison Gowman declared an interest in Item 20 (Power Purchase Agreement for Offsite Renewable Energy) insofar as her employer, DLA Piper UK, had provided advice to the CoL on this matter.

4. **MINUTES**

RESOLVED – That the public minutes and non-public summary of the previous meeting held on 4 April 2019 be approved as an accurate record.

5. **SUB COMMITTEE TERMS OF REFERENCE**

The Sub Committee noted the terms of reference and the Chairman confirmed that officers would report back on whether the terms provided for advising on all bids for Heritage Lottery funding (**P05/2019**).

RECEIVED.

6. **PUBLIC OUTSTANDING ACTIONS**

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

It was noted that proposed external cleaning and lighting at Mansion House was currently paused due to the fundamental review.

On the new lift and escalator contract, it was noted that lot 1 would be undertaken by Amalgamated Lifts; lot 2 had not been awarded; and lot 3 would be undertaken by Guideline Lifts.

With regard to baby changing facilities, it was noted that the facility had now been received and would be installed. A report to a future meeting would be made on the audit on accessible environments (**P06/2019**). The Sub Committee asked that more regular planned audits be introduced to identify problem areas such as highlighted with baby changing facilities.

RECEIVED.

7. **WORK PROGRAMME FOR FUTURE MEETINGS**

The Sub-Committee considered a joint report of the Town Clerk and City Surveyor which provided information of the work programme for future meetings.

Members asked that the April column be deleted from the report and it was noted that the paper on Guildhall Projects would come to the July 2019 meeting.

A Member asked whether responsible sustainable management of the operational portfolio was being met and the City Surveyor confirmed that adequate progress was being made in this respect.

It was also noted that the work programme needed to include oversight of operational leases with third parties.

RECEIVED.

8. **CYCLICAL WORKS PROGRAMME 2018/19 QUARTER 4**

The Sub Committee considered the City Surveyor's report on the cyclical works programme 2018/19 quarter 4.

Members asked questions regarding the water leak at Parliament Hill Fields Lido and it was noted that progress would be reported in the quarter 2 report scheduled for consideration at the November 2019 meeting (**P07/2019**).

RECEIVED.

9. **ADDITIONAL REPAIRS AND MAINTENANCE PROGRAMME 2018/19 QUARTER 4**

The City Surveyor reported on the additional repairs and maintenance programme 2018/19 quarter 4.

After discussion, it was

RESOLVED – That

- a) provision of £192,300 be approved from the 2016/17 AWP budget into 2019/20 for project C037AW006L, LCM ornate metalwork maintenance finishes;
- b) provision of £100,000 be approved from the 2016/17 AWP budget into 2019/20 to allow settlement of final accounts when agreed; and
- c) carry over of savings on this programme into the 2019/20 CWP be approved to fund cyclical works currently on the reserve list.

10. **CITY SURVEYOR'S BUSINESS PLAN 2018/19 QUARTER 4**

The Sub Committee considered the paper on the City Surveyor's Business Plan 2018/19 quarter 4.

During discussion, a Member raised a question on Appendix D – Market Commentary – Bullet 4, noting that volumes and transactions both decreased by 53% to £2.4b and whether this was a coincidence. The City Surveyor undertook to follow this up prior to the report being considered at Property Investment Board.

RECEIVED.

11. **CITY SURVEYOR'S DEPARTMENTAL RISK REGISTER 2018/19 QUARTER 4**

Members had before them the report by the City Surveyor on his Departmental risk register 2018/19 quarter 4.

RECEIVED.

12. **ANNUAL ENERGY PERFORMANCE REPORT 2018/19**

The City Surveyor submitted his Annual Energy Performance Report.

Discussion ensued and the Sub Committee noted that a Carbon matrix would be added to reports going forward and that further information would be provided on funding and support progress, with regard to the 2025 40% energy reduction target, to prioritise the energy efficient opportunities identified for big consuming sites.

The City Surveyor confirmed that the project pipeline report would be presented to CASC at its next meeting.

In response to a question from a Member, the Chairman undertook to speak with the Chairman of the Establishment Committee about potential for a once a year meeting with that Committee to jointly consider 'smarter working' initiatives.

RECEIVED.

13. **HERITAGE AT RISK REGISTER ANNUAL REPORT**

The City Surveyor presented his heritage at risk report and responded to questions.

RECEIVED.

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

There were no questions.

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

There were no urgent items.

16. **EXCLUSION OF THE PUBLIC**

RESOLVED - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the remaining items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

17. **NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the previous meeting held on 4 April 2019 be approved as an accurate record.

18. **NON PUBLIC OUTSTANDING ACTIONS**
The Sub-Committee noted a report of the Town Clerk which provided information of outstanding actions from previous meetings.
19. **WALBROOK WHARF ELECTRICAL INFRASTRUCTURE UPGRADE**
The City Surveyor reported on the Walbrook Wharf Infrastructure Upgrade.
20. **APPENDIX 5 TO CITY SURVEYOR'S BUSINESS PLAN 2018/19 QUARTER 4 (SEE ITEM 9)**
The Sub Committee considered non-public appendix 5 to the City Surveyor's Business Plan 2018/19 quarter 4 (item 9).
21. **POWER PURCHASE AGREEMENT FOR OFFSITE RENEWABLE ENERGY**
Members considered the joint report of the City Surveyor and the Chamberlain on the Power Purchase Agreement for offsite renewable energy.
22. **LONDON GATEWAY ACCOMMODATION**
The Interim Director of Consumer Protection and Markets Operations reported on London Gateway accommodation.
23. **20/21 ALDERMANBURY - FUTURE USE AND BUILDING OPPORTUNITIES**
With agreement of the Chairman, the Sub Committee considered the late report of the City Surveyor on 20/21 Aldermanbury.
24. **URGENT ACTION BETWEEN MEETINGS**
The Town Clerk reported on urgent action taken between meetings.
25. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
There was one urgent non-public question.
26. **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.
27. **CITY SURVEYOR'S STAFFING MATTERS**
The City Surveyor reported on a staffing matter.

The meeting ended at 3.32 pm

Chairman

Contact Officer: Martin Newton
martin.newton@cityoflondon.gov.uk