

Committee(s) Corporate Asset Sub-committee	Date(s): 22 June 2021
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	See Background Report
Does this proposal require extra revenue and/or capital spending?	See Background Report
If so, how much?	See Background Report
What is the source of Funding?	See Background Report
Has this Funding Source been agreed with the Chamberlain's Department?	See Background Report
Subject: Report of Action Taken	Public
Report of: Town Clerk	For Information
Report author: 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 15th 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

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