

PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Monday, 17 May 2021

Minutes of the virtual meeting of the Projects Sub (Policy and Resources) Committee held on at 11.00 am

Present

Members:

Deputy Keith Bottomley (Chairman)	Deputy Catherine McGuinness
Deputy Jamie Ingham Clark (Deputy Chairman)	Andrew McMurtrie
Rehana Ameer	Susan Pearson
Randall Anderson	John Petrie
Caroline Haines	James de Sausmarez

Officers:

Peter Lisley	- Town Clerk's Department
Joseph Anstee	- Town Clerk's Department
Rohit Paul	- Town Clerk's Department
Emma Cunningham	- Town Clerk's Department
Sarah Baker	- Town Clerk's Department
Paul Murtagh	- Community & Children's Services Department
Thomas Newman	- Community & Children's Services Department
James Ilsley	- Community & Children's Services Department
Melanie Charalambous	- Department of the Built Environment
Gillian Howard	- Department of the Built Environment
Leah Coburn	- Department of the Built Environment
Paul Monaghan	- Department of the Built Environment
Averil Pittaway	- Department of the Built Environment
George Wright	- Department of the Built Environment
Daniel Laybourn	- Department of the Built Environment
Colin Buttery	- Director of Open Spaces
Sally Gadsdon	- Open Spaces Department
Madhur Gurjar	- Open Spaces Department
Patrick Hegarty	- Open Spaces Department
Jessica Lees	- City Surveyor's Department
Richard Chamberlain	- City Surveyor's Department
Ola Obadara	- City Surveyor's Department
Nicholas Sommerville	- City Surveyor's Department
Edwin Birch	- City Surveyor's Department
Sonia Virdee	- Chamberlain's Department
Nicholas Richmond-Smith	- Chamberlain's Department
Phil Pettit	- Chamberlain's Department
Bob Warnock	- Superintendent of Hampstead Heath
Pauline Weaver	- City of London Police
Sarah Williams	- City of London Police
Charles Griffiths	- City of London School

Also in attendance:

James Aggio-Brewe, Noyon Choudhury, Helen Glassborow, Amy Hawkins, Mark Bailey, Hannah Smyth, Andrea Moravicova, Katheryn Mosquera, Paul Tetu, Tyler Davis

1. **APOLOGIES**

Apologies for absence were received from Sheriff Christopher Hayward.

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

There were no declarations of interests.

3. **GATEWAY APPROVAL PROCESS**

RESOLVED – That the Gateway Approval Process be received.

4. **APPOINTMENT OF CO-OPTED MEMBERS**

The Sub Committee noted that four expression of interest in co-option to Projects Sub Committee from the wider Court of Common Council had been received, for four places.

RESOLVED – That the following Common Councillors be appointed as co-optees for the 2021/22 municipal year, as per the Sub Committee's terms of reference:

Rehana Ameer
Randall Anderson
Susan Pearson
John Petrie

The Chairman then welcomed the co-optees to the Sub Committee, as well as new Member Caroline Haines. The Chairman then thanked outgoing Member Deputy Edward Lord for his contributions to the work of the Sub Committee.

5. **MINUTES**

RESOLVED – That the public minutes and non-public summary of the meeting held on 14 April 2021 be approved as a correct record.

6. **PUBLIC ACTIONS**

The Sub Committee received a report of the Town Clerk regarding public actions.

Bank Junction Improvements Project

The Director of the Built Environment advised that the public consultation had closed on 10 May 2021 as planned, with over 3600 responses received and responses to individual organisations in progress. Officers were in the process of analysing the responses received and would bring a report to the June meeting of the Sub Committee. Members were advised that any questions or interest from businesses could still be passed on to officers.

In response to a question from a Member, the Director of the Built Environment advised that the findings from the consultation would be considered factoring in other projects such as temporary measures in response to COVID-19.

RESOLVED - That the public actions list be received.

7. **TOM CITY OF LONDON SCHOOL PILOT: SIMPLIFYING THE ANNUAL MAINTENANCE PROCESS**

The Sub Committee considered a joint report of the Head of the City of London School and the City Surveyor regarding proposals for streamlining the annual maintenance process for the School.

RESOLVED – That the Projects Sub Committee:

- Approve that, as part of the Target Operating Model pilot with the City of London School, the delegation in relation to development, refurbishment and revenue programme schemes, being funded by the City of London School's ring-fenced maintenance budget, be increased from a total project cost (including works, fees and staff costs) of £250,000 to £1,000,000 in line with the recommended changes to the Gateway process;
- Recommend to the Policy and Resources Committee that the scheme of delegations be updated to allow for the Head of the City of London School in consultation with the City Surveyor to approve schemes for maintenance or refurbishment of up to £1,000,000 per scheme, where funding is from the School's ring fenced repairs and maintenance fund;
- Note that, if the above recommendations are agreed, a new regular report would be prepared to provide a 6-monthly update on progress of the annual cyclical works programme regarding time and budgets to the Projects Sub Committee; and
- Note that, if the above recommendations are agreed and the pilot is considered a success, a further request will be made in future to apply this process to all relevant institutions and departments where similar ring fenced funds exist to meet the cost of the works. This would be subject to the agreement of the Chamberlain.

8. **GATEWAY 3 - MUSEUM OF LONDON GYRATORY PROJECT**

The Sub Committee considered a Gateway 3 report of the Director of the Built Environment in respect of street and public realm improvements on the gyratory between the Museum of London Rotunda and St Paul's Underground Station. In response to a question from a Member, the Director of the Built Environment advised that the project team were in close contact with developers and would align with any projects on the current Museum of London site as necessary.

RESOLVED - That the Projects Sub Committee:

1. A restart of the project that remains wholly within currently agreed budget resources to ensure a coordinated highway and public realm design approach with the emerging Section 278 proposals at 81 Newgate Street and Bastion House;
2. A change of project name to “St. Paul’s Gyrotory Project.”; and
3. The revised budget detailed in Appendix 2 to the report.

9. **GATEWAY 2 - HAMPSTEAD HEATH SWIMMING FACILITIES - SAFETY, ACCESS AND SECURITY IMPROVEMENTS**

The Sub Committee considered a Gateway 2 report of the City Surveyor in respect of a proposed Capital Project to implement safety, access and security works across the four Hampstead Heath Swimming Facilities.

RESOLVED – That the Projects Sub Committee:

1. Agree that a budget of £54,000 (excluding risk) is approved to reach the next Gateway;
2. Note the total estimate cost of £697,000 (excluding risk), £755,000 (including £58,000 of costed risk post-mitigation) be noted;
3. Agree that a Costed Risk Provision of £10,000 is approved to reach the next gateway (to be drawn down via delegation to Chief Officer); and
4. Note that some minor works have had to be delivered already regarding H&S and infrastructure, but these do not change the overall scope, budget or programme of this project as they have been funded separately.

10. **GATEWAY 1-5 - AUDIO VISUAL REFRESH FOR CITY OF LONDON POLICE**

The Sub Committee considered a Gateway 1-5 report of the Chamberlain regarding the design and installation of a high-quality Audio-Visual solution for meeting rooms across the City of London Police estate. The Chairman introduced the item and advised that there were questions outstanding regarding the project. Furthermore, due to the absence of a complete Risk Register and identified Costed Risk Provision, the Chairman suggested that the Sub Committee defer a decision on this item and agree delegated authority for the report to be considered once outstanding issues had been addressed.

RESOLVED – That authority be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to consider the Gateway 1-5 report once outstanding issues in respect of the report and project had been addressed.

11. **GATEWAY 2 - PEDESTRIAN PRIORITY PROGRAMME**

The Sub Committee considered a Gateway 2 report of the Director of the Built Environment regarding a three-year programme to implement pedestrian priority and pavement widening schemes across the Square Mile.

RESOLVED – That the Projects Sub Committee:

1. Agree that a budget of £199,000 is approved to reach the next Gateway for Year 1 interventions;
2. Note the total estimated cost of the programme at £6 - £8 million (excluding risk);
3. Note the total estimated cost of Year 1 of the programme at £2.5 - £3.2million;
4. Note the methodology set out in paragraphs 12.1 below to prioritise City streets for improvements;
5. Approve the streets to be included in Year 1 of the programme, set out in paragraph 5.7;
6. Approve the Programme reporting plan;
7. For Year 1 only, approve the submission of combined Gateway 3/4 reports as the next gateway (for the reasons set out in paragraph 5.9);
8. For Year 1 only, authorise the Director of Built Environment, in consultation with the Chairman and Deputy Chairman of Streets and Walkways and Projects Sub, to approve the Gateway 5 report (for the reasons set out in paragraph 5.9; and
9. That delegated authority is given to the Director of the Built Environment, in consultation with the Chamberlain, to make any adjustments between elements of the project budget.

12. **GATEWAY 3 - CITY CLUSTER AREA - ACTIVATION AND ENGAGEMENT PROGRAMME**

The Sub Committee considered a Gateway 3 report of the Director of the Built Environment regarding the Activation and Engagement Programme for implementation of the City Cluster Area Delivery Plan. The Sub Committee noted that S106 funding had been agreed to reach the next Gateway, with options for further progressing the project dependent on securing additional funding, ideally through external sponsorship.

RESOLVED – That the Projects Sub Committee:

1. Note an increase in the estimated programme budget specifically to address City recovery “Vibrant Offer” recommendations. The programme cost range is estimated to be £200-£300k, for the delivery of the programme on an annual basis, initially over 3 years;
2. Note that the overall programme budget will be substantially funded by external sponsorship. The exact budget is subject to the level of external funding which is to be confirmed at the next Gateway;

3. Agree that planning for large and medium scale activation programmes (Option 1 and 2) be continued, with detailed options to be presented at Gateway 4-5; and
4. Agree that a budget of £68,000 (£20k staff costs and £48k fees) from the Section 106 Agreement from the Pinnacle is approved to reach the next Gateway and to deliver events to support City's Recovery in summer 2021.

13. **GATEWAY 4 - CITY CLUSTER AREA - WELLBEING AND CLIMATE CHANGE RESILIENCE PROGRAMME IMPLEMENTATION (2021-2024)**

The Sub Committee considered a Gateway 4 report of the Director of the Built Environment regarding implementation of the Wellbeing and Climate Change Resilience element of the City Cluster Area Delivery Plan. The Chairman introduced the item and outlined the programme approach to be undertaken for the project. The Sub Committee noted that legal agreements needed to be finalised with St. Helen's Bishopsgate, which was a project dependency.

RESOLVED – That the Projects Sub Committee:

1. Note the estimated implementation budget is a minimum of £1.447m based on current estimates for the projects outlined in this report;
2. Note that the estimated implementation budget will be further increased by external sponsorship with the exact amount to be confirmed at Gateway 5;
3. Agree that the 7 projects listed in the Options Appraisal table are approved to be taken forward to Gateway 5, at which point individual project reports will be submitted for approval, in line with the project procedure;
4. Agree that £90,000 from the Pinnacle and Mitre Square Section 106 agreements is approved for the programme budget to continue the development of the 7 projects to Gateway 5;
5. Note that further projects listed in the appendix to the report, may be developed in future years, subject to funding being confirmed; and
6. Note that within the overall programme budget, funds can be moved between the 7 individual projects and between staff costs, fees and works to maintain pace of delivery and maximum efficiency of the process.

14. **GATEWAY 6 - BLOOMBERG DEVELOPMENT HIGHWAY WORKS**

The Sub Committee considered a Gateway 6 report of the Director of the Built Environment regarding changes to the highways layout around the Bloomberg development. The Chairman introduced the item, commenting that the successful had been delivered on time and within budget, with strong

stakeholder engagement. Members commented that Bloomberg had been an excellent partner throughout the project and welcomed maintaining of the close and positive relationship with them.

RESOLVED – That the Projects Sub Committee:

1. Note the content of this report;
2. Agree to close the Bloomberg Development Highways project;
3. Authorise the Chamberlain's department to return unspent S278 funds to the developer, subject to verification of the final accounts; and
4. Authorise the Chamberlain's department to return the Section 106, CIL and City's Cash balances to their respective accounts/codes.

15. **GATEWAY 6 - CONSOLIDATED REPORT - SHOE LANE QUARTER PUBLIC REALM ENHANCEMENTS - PHASES 1 AND 2**

The Sub Committee considered a Gateway 6 report of the Director of the Built Environment regarding Shoe Lane Quarter Public Realm Enhancements. The Sub Committee noted that despite some delays, the project had been delivered within budget.

RESOLVED – That the Projects Sub Committee:

1. Note the content of this outcome report;
2. Authorise the Chamberlain's department to return unspent section 106 and 278 funds to the developers as set out in the respective legal agreements, after any required maintenance sums are accounted for and subject to the verification of the final accounts;
3. Should it be request by the client, authorise the transfer of any unspent funds, following verification of the final accounts, to a separate project where the financial commitment resides with the same client; and
4. Agree to close the Shoe Lane Quarter Public Realm Enhancements – Phases 1 and 2 projects.

16. **GATEWAY 6 - BUNHILL FIELDS HERITAGE LOTTERY FUND PROJECT**

The Sub Committee considered a Gateway 6 report of the Director of Open Spaces regarding delivery of deliver improvements to Bunhill Fields as part of the Cyclical Works Programme. The Sub Committee noted that this was an early closure, as the project was unfunded and no longer considered a priority.

RESOLVED – That the Projects Sub Committee:

1. Approve the content of this outcome report; and
2. Agree to close this project.

17. PROJECT MANAGEMENT ACADEMY

The Sub Committee gave its congratulations and recognition to officers who had completed some or all of the Project Management Academy training modules. The Chairman introduced all officers in turn that had completed all the core modules, before leading a special presentation to seven officers that had completed all fifteen modules: Noyon Choudhury, Katheryn Mosquera, Helen Glassborow, Andrea Moravicova, Hannah Smyth, Paul Tetu and Andrew Thwaites. Each officer was presented with their certificate by the Chairman, and invited to speak to the Sub Committee about their experiences with the Project Management Academy and how the training might benefit them personally and in their roles.

The Chairman then gave thanks and congratulations to all officers for their commitment and hard work in completing the Project Management Academy training, also calling on officers to encourage colleagues to sign up for the training where it would be beneficial. The Chairman, on behalf of the Sub Committee, then gave special thanks to Rohit Paul and Ola Obadara for their help in developing and managing the Project Management Academy.

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

There were no questions.

19. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no items of urgent business.

20. 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 item(s) 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.

Item No(s).
21 - 36

Paragraph No
3

21. NON-PUBLIC MINUTES

RESOLVED – That the non-public minutes of the meeting held on 14 April 2021 be agreed as a correct record.

22. NON-PUBLIC ACTIONS

The Sub Committee received a report of the Town Clerk regarding non-public actions.

23. PROPERTY PROJECTS GROUP - COVID-19 UPDATE

The City Surveyor provided an COVID-19 update regarding the Property Projects Group (PPG).

24. GATEWAY 4C - YORK WAY ESTATE PROVISION OF SOCIAL HOUSING

The Sub Committee considered a report of the Director of Community & Children's Services.

25. **GATEWAY 5 - INSTALLATION OF SPRINKLERS IN SOCIAL HOUSING TOWER BLOCKS**
The Sub Committee considered a report of the Director of Community & Children's Services.
26. **GATEWAY 1-5 - LAW ENFORCEMENT COMMUNITY NETWORK**
The Sub Committee considered a report of the Chamberlain.
27. **GATEWAY 1-4 - ASSESSMENT CENTRE FOR ROUGH SLEEPERS**
The Sub Committee considered a report of the Director of Community & Children's Services.
28. **GATEWAY 1-4 - HIGH SUPPORT HOSTEL SITE DEVELOPMENT**
The Sub Committee considered a report of the Director of Community & Children's Services.
29. **GATEWAY 2 - CLIMATE ACTION STRATEGY - CARBON REMOVALS PROJECT**
The Sub Committee considered a report of the Director of Open Spaces.
30. **GATEWAY 3/4 - CENTRAL CRIMINAL COURT - EXTERNAL AND INTERNAL FABRIC REPAIRS**
The Sub Committee considered a report of the City Surveyor.
31. **GATEWAY 6 - COLPAS GALLEYWALL PRIMARY ACADEMY**
The Sub Committee considered a report of the City Surveyor.
32. **DELEGATED AUTHORITY REQUEST - CITY JUNIOR SCHOOL EXPANSION ONTO SATELLITE SITE**
The Sub Committee considered a report of the City Surveyor.
33. **PORTFOLIO OVERVIEW**
The Sub Committee received a report of the Town Clerk.
34. **NON-PUBLIC APPENDICES: GATEWAY 2 - HAMPSTEAD HEATH SWIMMING FACILITIES - SAFETY, ACCESS AND SECURITY IMPROVEMENTS**
The Sub Committee noted non-public appendices in conjunction with Item 9.
35. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
There was one question.
36. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB-COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was other business.

The meeting closed at 12.36 pm

Chairman

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