

PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 17 November 2021

Minutes of the meeting of the Projects Sub (Policy and Resources) Committee held at the Guildhall EC2 at 1.45 pm

Present

Members:

| | |
|---|-------------------------|
| Deputy Keith Bottomley (Chairman) | Andrew McMurtrie |
| Deputy Jamie Ingham Clark (Deputy Chairman) | Susan Pearson |
| Rehana Ameer | James de Sausmarez |
| Randall Anderson | Deputy Philip Woodhouse |

Officers:

| | |
|----------------------|--|
| Joseph Anstee | - Town Clerk's Department |
| Peter Lisley | - Assistant Town Clerk |
| Emma Moore | - Chief Operating Officer |
| Rohit Paul | - Town Clerk's Department |
| Sarah Baker | - Town Clerk's Department |
| Genine Whitehorne | - Town Clerk's Department |
| Sonia Virdee | - Chamberlain's Department |
| Dianne Merrifield | - Chamberlain's Department |
| Sam Collins | - Chamberlain's Department |
| Christopher Bell | - City of London Police |
| Sarah Williams | - City of London Police |
| Gary Brailsford-Hart | - City of London Police |
| Paul Murtagh | - Community & Children's Services Department |
| James Illsley | - Community & Children's Services Department |
| Simon Cribbens | - Community & Children's Services Department |
| Mohamed Hussain | - Community & Children's Services Department |
| Jason Hayes | - Community & Children's Services Department |
| Ola Obadara | - City Surveyor's Department |
| Brendan Crowley | - City Surveyor's Department |
| Mark Donaldson | - City Surveyor's Department |
| Ian Hughes | - Environment Department |
| Ruth Kocher | - Environment Department |
| Tim Munday | - Environment Department |
| Madhur Gurjar | - Open Spaces Department |

1. APOLOGIES

Apologies for absence were received from Christopher Hayward and Deputy Catherine McGuinness.

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

Susan Pearson declared a pecuniary interest in Item 6 – Windows Programme & Common Parts Redecoration – Golden Lane Estate by virtue of being a resident on Golden Lane. Susan Pearson advised that she had a dispensation to speak, but not vote, on matters relating to housing.

3. **GATEWAY APPROVAL PROCESS**

RESOLVED – That the Gateway Approval Process be received.

4. **MINUTES**

RESOLVED – That the public minutes and summary of the meeting held on 20 October 2021 are approved as an accurate record.

5. **PUBLIC ACTIONS**

The Sub Committee received a report of the Town Clerk regarding public actions and noted the updates in respect of outstanding items.

RESOLVED - That the public actions list be received.

6. **GATEWAY 3 ISSUE - WINDOWS PROGRAMME & COMMON PARTS REDECORATION - GOLDEN LANE ESTATE**

The Sub Committee considered a Gateway 3 Issue report of the Director of Community and Children's Services regarding the windows and common parts redecoration programmes at Golden Lane Estate. The Director of Community and Children's Services introduced the report and drew Members' attention to the key points, and the Sub Committee noted the change of scope.

In response to a question from the Chairman, the Chamberlain confirmed that the project funding had been secured via multiple capital funding bids but was all in place. The Director of Community and Children's Services advised that a number of the costings were based on early estimates and would be updated before Gateway 4 approval was sought.

RESOLVED – That the Projects Sub Committee agree:

- (a) That additional budget of £95,000 is approved for the change of scope to include replacement roof design work to reach the next Gateway;
- (b) Note the revised project budget of £1,026,150 (excluding risk);
- (c) Note the total estimated cost of the project at £10,893,696 (excluding risk);
- (d) That Option 3 is approved to restructure the project into separate work streams (to progress through the remainder of the Gateway process independently) and to revise the project scope to include roof renewals; and

- (e) That approval is granted to rename the project 'Windows Programme, Common Parts Redecorations & Roofing Renewals – Golden Lane Estate' in light of the requested scope change.

7. GATEWAY 6 - CUSTOMER RELATIONSHIP MANAGEMENT

The Sub Committee considered a Gateway 6 report of the Chief Operating Officer in respect of the Customer Relationship Management (CRM) project. The Chief Operating Officer introduced the report and drew Members' attention to the key points. In response to a question from the Chairman, the Chamberlain advised that the project's business benefits had been realised.

RESOLVED – That the Projects Sub Committee note the content of the report and approve the closure of this project.

8. GATEWAY 5 - WEST HAM PARK PLAYGROUND REFURBISHMENT

The Sub Committee considered a Gateway 5 report of the Director of Open Spaces regarding the refurbishment of West Ham Park playground. The Director of Open Spaces introduced the report before the Chamberlain confirmed that all project funding was in place. The Director of Open Spaces agreed to circulate the design brochure to the Sub Committee following the meeting to inform Members of the intended outcome of the refurbishment.

In response to a question from a Member regarding security, the Director of Open Spaces confirmed that the playground was secured by gated fencing, and that all fencing would be retained following the project. Further to this, West Ham Park itself was also secured by gated fencing, with fixed opening hours.

RESOLVED – That the Projects Sub Committee:

1. Approve the main construction works contract sum budget of £724,905 (excluding risk);
2. Note the total estimated cost of the project at £880,519 (excluding risk but including the £5000 previously released CRP); This includes the cost of the bespoke play elements as approved by the previous GW5 report and the main construction implementation works as noted above;
3. Note and approve revised costed risk provision of £127,000; and
4. That the previously approved Costed Risk Provision of £5,000 towards staff costs be retained.

9. GATEWAY 2 ISSUE - ENERGY REDUCTION PROGRAMME – PHASE 1

The Sub Committee considered a Gateway 2 Issue report of the City Surveyor regarding Phase 1 of the Energy Reduction Programme. The City Surveyor introduced the report and drew Members' attention to the key points, also outlining the proposed changes in scope for the programme, with some constituent parts now being progressed as part of the Public Sector Decarbonisation Scheme. The City Surveyor then explained the recommendations with regards to the reallocation of project funding. The Sub

Committee noted that the reallocations had been endorsed by the Chamberlain but would require the approval of the Resource Allocation Sub Committee.

In response to a question from a Member, the City Surveyor advised that a Carbon Offset policy had been agreed which set out the use of funding and cost savings. The Chairman added that there were specific plans in respect of energy savings set out in the Climate Action Strategy. The Deputy Chairman advised of his endorsement of the report's recommendations, which were central to the Climate Action Strategy, before praising the work done by the City of London Corporation so far in this area, and the benefits of the grant funding available from central government. The Sub Committee noted that there were further Member briefings in December 2021 and January 2022, which would provide more information on funding and the programme processes.

RESOLVED – That the Projects Sub Committee agree:

1. That Option 3 is approved for:
 - a) Change in scope to limit the project to the three sub-projects, for LED Lighting at: Central Criminal Court, Smithfield Car Park and Tower Hill Coach and Car Park. These to be received for further approval as separate gateway papers (as set out above under 'Next Gateway'). Note the total estimated project cost including risk is £574,288 for completion in 2022/23;
 - b) Increase of allocated S106 Carbon Offset funding from £247k to £304k which will be wholly used to fund the LED lighting and the Central Criminal Court;
 - c) Reallocation of £229,200 of unrequired provisional funding allocation to the 'BEMS Upgrade Project-CPG Estate – Phase 1' to support energy reduction for the Guildhall.
 - d) Withdraw provisional funding allocation of £245,610 which is no longer required for this project;
2. Cancellation of the project titled 'Guildhall Complex Walbrook Wharf Sub-metering' (Project Number: 55800048) which was superseded by the above named 'GHC Sub-Metering' and is now being delivered through the PSDS project.

10. **GATEWAY 2 ISSUE - BEMS UPGRADE PROJECT-CPG ESTATE – PHASE 1**

The Sub Committee considered a Gateway 2 Issue report of the City Surveyor regarding Phase 1 of the BEMS Upgrade project across the Corporate Property Group estate. The City Surveyor introduced the report and drew Members' attention to the proposals, adding that the increase in project costs was due to the enabling works required, particularly in respect of IT infrastructure. In response to a question from the Chairman, the Chamberlain confirmed that the project funding was in place, with some funding to be reallocated to the project

from the Energy Reduction Programme, as agreed as part of the previous item, pending the approval of Resource Allocation Sub Committee.

In response to a question from a Member, the City Surveyor advised that the budget increases would not affect the overall programme, with other buildings in the corporate estate to be addressed in Phase 2 of the project.

RESOLVED – That the Projects Sub Committee agree:

1. That Option 3 is approved:
 - a) Approval for reallocation of £229,200 of the now unrequired central funding (£114,600 City Fund and £114,600 City's Cash) from 'Energy Reduction Programme – Phase 1' to the 'BEMS Upgrade Project-CPG Estate – Phase 1 (stage 2)';
 - b) Approve that the CWP funds within the project 'C1522CW002L' are used to meet the costs of the Guildhall East wing control upgrades within the BEMS Upgrade Project-CPG Estate – Phase 1(stage 2); and
 - c) Approve that the CWP funds within the project 'R0722CW003L' are used to meet the costs of the LMA controls upgrades within the BEMS Upgrade Project-CPG Estate – Phase 1(stage 2).

11. GATEWAY 3 - WANSTEAD PARK PONDS PROJECT

The Sub Committee considered a Gateway 3 report of the Executive Director of Environment regarding the Wanstead Park Ponds. The Chairman advised that the project would be funded by a mix of City's Cash and external funding. In response to a question from the Chairman, the Executive Director of Environment advised that there may be minor revenue implications for water recharging, adding that this would be clearer at Gateway 4.

RESOLVED – That the Projects Sub Committee agree:

1. That the underspend of £30 000 from the Engineering Fees is reallocated to carry out further engineering consultancy;
2. That additional budget of £51 000 is approved to reach the next Gateway;
3. Note the revised project budget of £241 000 (excluding risk);
4. Note the total estimated cost of the project at £500 000 - £1 million (excluding risk and possible external funding); and
5. That Options 2 and 3, revisor safety works and water balance interventions are approved for progression to detailed options appraisal stage.

12. **GATEWAY 2 - TOWER HILL PLAY AREA REFURBISHMENT**

The Sub Committee considered a Gateway 2 report regarding the refurbishment of the Tower Hill play area.

RESOLVED – That the Projects Sub Committee agree:

1. That budget of £16,000 is approved for staff costs and fees and charges, to reach the next Gateway;
2. Note the project budget of £16,000 (excluding risk);
3. Note the total estimated cost of the project at £195,000(including risk); and
4. That a Costed Risk Provision of £16,500 is approved (to be drawn down via delegation to Chief Officer).

13. **GATEWAY 6 - COMMITTEE ROOMS AUDIO VISUAL EQUIPMENT**

The Sub Committee considered a Gateway 6 report of the Chief Operating Officer regarding the Committee Rooms Audio Visual Equipment. A Member queried why the Livery Hall was not included within the project, as the equivalent facility was now being provided on a per meeting basis, which was not cost effective. The Chief Operating Officer responded that the project originated before the Covid-19 pandemic, and as requirements were different at that time, the Livery Hall and other spaces were not included in the scope of the project. Members asked that this be assessed, with a view to progression as a separate project.

Members commented that the results could be shared as an effective promotion of new ways of working. The Deputy Chairman added that the facilities available had enabled the Committee Rooms to provide a Control Room during the Lord Mayor's Show, which had been significantly beneficial and a noticeable improvement on previous years.

RESOLVED – That the Projects Sub Committee note the content of the report and approve the closure of this project.

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 items of urgent business.

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 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. | Paragraph No |
|-----------------|---------------------|
| 17 - 19 | 3 |
| 20 | 2,3,5 |
| 21 - 24 | 3 |
| 25 - 26 | 7 |
| 27 - 30 | 3 |
| 31 - 32 | - |

17. **NON-PUBLIC MINUTES**
RESOLVED – That the non-public minutes of the meeting held on 20 October 2021 be agreed as an accurate record.
18. **NON-PUBLIC ACTIONS**
The Sub Committee received a list of non-public outstanding actions.
19. **PROPERTY PROJECTS GROUP (PPG) CONSTRUCTION MARKET UPDATE**
The Sub Committee received an oral update from the Property Projects Group (PPG) Director.
20. **GATEWAY 6 - ACTION KNOW FRAUD**
The Sub Committee considered a Gateway 6 report of the Commissioner of the City of London Police.
21. **GATEWAY 5 ISSUE - GREAT ARTHUR HOUSE NEW FLATS**
The Sub Committee considered a Gateway 5 Issue report of the Director of Community and Children’s Services.
22. **GATEWAY 4 ISSUE - HIGH SUPPORT HOSTEL SITE DEVELOPMENT**
The Sub Committee considered a Gateway 4 Issue report of the Director of Community and Children’s Services.
23. **GATEWAY 5 ISSUE - TENANTS' ELECTRICAL SERVICES TESTING AND SMOKE DETECTOR INSTALLATION - PHASE 5**
The Sub Committee considered a Gateway 5 Issue report of the Director of Community and Children’s Services.
24. **GATEWAY 1-5 - COLP POWERBI PHASE 1**
The Sub Committee considered a Gateway 1-5 report of the Commissioner of the City of London Police.
25. **GATEWAY 1-5 - END DEVICE USER REFRESH**
The Sub Committee considered a Gateway 1-5 report of the Chamberlain.
26. **GATEWAY 5 - SECURE CITY PROGRAMME (SCP) - VIDEO MANAGEMENT SYSTEM (VMS)**
The Sub Committee considered a Gateway 5 report of the Commissioner of the City of London Police and the Executive Director of Environment.

27. DELEGATED AUTHORITY REQUEST - CITY JUNIOR SCHOOL EXPANSION TO SATELLITE SITE

The Sub Committee considered a report of the City Surveyor.

28. DELEGATED AUTHORITY REQUEST - REFURBISHMENT OF TOWER CHAMBERS, 74 MOORGATE, EC2 - BRIDGE HOUSE ESTATES

The Sub Committee considered a report of the City Surveyor.

29. PORTFOLIO OVERVIEW

The Sub Committee received a report of the Town Clerk.

a) Red Report: Central Criminal Courts, Fire Alarm Replacements and Associated Public Address System

The Sub Committee received a red report of the City Surveyor.

b) Red Report: Sydenham Hill Redevelopment, Lewisham, SE26 6ND

The Sub Committee received a red report of the City Surveyor.

c) Red Report: Housing Management System Upgrade

The Sub Committee received a red report of the Director of Community and Children's Services.

30. REPORT OF ACTION TAKEN

The Sub Committee received a report of the Town Clerk.

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

There were no questions.

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

There were no items of urgent business.

The meeting closed at 3.38 pm

Chairman

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