

CORPORATE ASSET SUB (FINANCE) COMMITTEE
Monday, 17 January 2022

Minutes of the meeting of the Corporate Asset Sub (Finance) Committee held as a hybrid meeting in Committee Rooms, 2nd Floor, West Wing, Guildhall and via Microsoft Teams and livestreamed at <https://www.youtube.com/watch?v=vL6D-04qvzA> on Monday, 17 January 2022 at 1.45 pm

N.B. This meeting was held as an informal one, with the views reached by the Committee to be formally approved by the Town Clerk after the meeting, in accordance with the Court of Common Council's Covid Approval Procedure. This process reflects the current position in respect of the holding of formal Local Authority meetings and the Court's decision of 16 December 2021 to continue with virtual meetings, with formal confirmation of decisions provided through a delegation to the Town Clerk after the informal meeting has taken place and the will of the Committee is known.

Present

Members:

James de Sausmarez (Chairman)
Shravan Joshi (Deputy Chairman)
Deputy Jamie Ingham Clark
Randall Anderson
Marianne Fredericks
Alderman & Sheriff Alison Gowman
Jeremy Mayhew
Deputy Edward Lord
Deputy Roger Chadwick
Susan Pearson

Officers:

Paul Wilkinson	- City Surveyor
Alison Bunn	- City Surveyor's Department
Rachel Cartwright	- Remembrancer's Office
Simon Causer	- City Surveyor's Department
James Holliday	- City Surveyor's Department
Peter Collinson	- City Surveyor's Department
Paul Friend	- City Surveyor's Department
Graeme Low	- City Surveyor's Department
Andrew Little	- Chamberlain's Department
Roland Martin	- Headmaster of the City of London Freemen's School
Carmel McGowan	- City Surveyor's Department
Jonathon Poyner	- Barbican Centre
Dorian Price	- City Surveyor's Department
Peter Young	- City Surveyor's Department

The Chairman reminded Members that this would be the last meeting of Corporate Asset Sub-Committee before it merges with Project Sub-Committee and Procurement Sub-Committee to create a new Operational Property, Projects and

Procurement Sub-Committee. The Chairman confirmed that full implementation of the new Sub-Committee would take place over the next few weeks in advance of the new municipal year in April. The Chairman added how this would sadly be Alison Bunn's last meeting of Corporate Asset Sub-Committee as she would be leaving the City Corporation at the end of January. The Chairman thanked Allison for all she had achieved during her time at the City Corporation and commented on how she would be leaving the Facilities Management function in a vastly improved state than when she took it on. All Members joined the Chairman in wishing Alison well for the future.

A Member raised a point of order regarding the Covid Approval Procedure and questioned whether it was appropriate for the City Surveyor to be the nominated officer for decisions relating to Corporate Asset Sub-committee given this would lead to him deciding on reports in his name. Following a brief discussion, it was agreed that the Town Clerk should be requested to approve all decisions against the minute of the meeting.

RESOLVED: That Members agreed to the Town Clerk being the nominated Covid Approval Procedure representative for decisions relating to Corporate Asset Sub-Committee.

1. **APOLOGIES**

No apologies were received.

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

Shravan Joshi declared an interest in relation to item 18 OFA Clubhouse, City of London Freemen's School.

3. **MINUTES**

RESOLVED – That the public minutes and non-public summary of the previous Corporate Asset Sub-Committee meeting held on 24 November 2021 be approved as an accurate record.

4. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**

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

RESOLVED – That the Sub-Committee notes the report.

5. **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 relating to the operational property portfolio.

Greater London Authority Roads - Members noted a recent court decision had referred to the matter back to an arbitrator for further consideration of the remaining issues. A further update would follow at an appropriate point.

RESOLVED – That the Sub-Committee notes the report.

6. REQUEST FOR DELEGATED AUTHORITY BETWEEN JANUARY AND MAY 2022 COMMITTEE MEETINGS

The Sub-Committee considered a report of the City Surveyor setting out a number of future decisions requiring committee approval in advance of the next formal Committee meeting to be convened in May 2022.

A Member questioned 115-123 Houndsditch EC3A 7BU and 62 Aldgate High Street EC3N 1AL Highway Disposals appearing on the list given planning permission had only recently been granted, and with the decision having been referred to the Secretary of State. The Chairman reminded Members that any delegated authority they granted would only remain in place until the new Sub-Committee was constituted. Another Member added how they considered any decisions being taken on these two items as being premature and requested any proposed decision be circulated to Members to make them aware of any proposal being put forward.

The Chairman assured Members that that he would arrange for them to be notified should any request for delegate decision come through on either 115-123 Houndsditch EC3A 7BU or 62 Aldgate High Street EC3N 1AL Highway Disposals.

A Member questioned whether it needed making clear that delegated authority was being granted until such time as the successor Sub-Committee was formed, which the Chairman acknowledged should be reflected in the recommendation.

RESOLVED: That Members: -

- Approve that the proposed reports summarised and detailed in Appendix A can be considered and approved under Delegated Authority, by the Town Clerk in consultation with the Chairman and Deputy Chairman;
- The delegated approval remain in place until such time as a new Operational Property, Projects and Procurement Sub-Committee was fully constituted and operational.
- Note that any decisions approved under Delegated Authority to be reported to the next committee.

7. CYCLICAL WORKS PROGRAMME - UPDATE REPORT Q3 2021/22

The Sub-Committee considered a joint report of the City Surveyor and Chamberlain updating on a review the Peer Review Group had undertaken in relation to projects from the Cyclical Works Programme Reserve lists that can be undertaken utilising savings identified from projects in 2021/2022.

Alison Bunn thanked the Chairman and Members for their kind words. It was explained how the report showed savings and the proposed repurposing of these savings to invest in new projects, with the proposals having been approved by the Cyclical Works Programme Review Group. The proposals were now being presented to this Sub-Committee for approval as part of the agreed process.

RESOLVED: That Members:-

- Approve the projects promoted from the Reserve List to be undertaken in the 2021/22 financial year.

8. **BACKLOG OF MAINTENANCE AND 5 YEAR CYCLICAL WORKS PROGRAMME LOOK AHEAD - CITY'S NON-HOUSING OPERATIONAL PORTFOLIO**

The Sub-Committee received a report of the City Surveyor setting out the current backlog of maintenance to achieve the Corporate Property Asset Management Strategy and level of good across all its assets approved in November 2020.

The Chairman confirmed that he had requested this paper to allow Members an opportunity to understand the maintenance backlog and priority of it.

A Member questioned how priority areas were being set by Departments and whether the Climate Action Strategy was included as part of the process. In response, it was confirmed that surveys were being carried out and that there would be an opportunity to fast track any works considered as part of the Climate Action Strategy.

The Chairman added how significant parts of the maintenance works were linked to Capital Projects, which if these were progressed would help to address climate action as well as removing them from the Cyclical Works Programme. The Chairman stressed how Policy and Resources Committee needed to work on progressing a number of the bigger projects.

RESOLVED: That the report be received its content noted.

9. **SECURITY UPDATE**

Members received an oral update on areas relating to security. It was explained how it had been very quiet in the City owing to restrictions as a result of the Covid Omicron variant, with very little security impact at the City Corporation at the present time and with all buildings being kept open. An assurance process was currently underway looking at security across the estate, working with ISS and carrying out exercises to make sure staff remained alert to any potential security risks.

Members noted the update.

10. **CLIMATE ACTION STRATEGY NZ1, NZ3 AND RS3 WORKSTREAM UPDATE**

The Sub-Committee received an update on key actions of the operational buildings workstreams as part of the Climate Action Strategy.

A Member welcomed the progress being seen at the top 15 sites. The Member referred to the carbon emissions per square meterage data and noted that the largest sites were not always the largest emitters; it was questioned what

actions these sites were taking to achieve lower carbon emissions and whether it was possible to do the same elsewhere. In response, it was explained how it was difficult to compare properties against each other with a range of factors needed taking into consideration when making comparisons e.g., building type, make up of building and daily activity at each location. Members were assured that work was taking place to benchmark all City Corporation properties by looking against other comparable properties, understanding where they sit against national indicators and comparing against their peers. Plans could then be implemented that were relevant to each site.

A Member referred to the recent negative press relating to the solar farm in Dorset. The Member added how the solar farm was a great landmark project and stressed how it was important to retain the support of stakeholders and to carry the local community as it progresses. In response, it was explained how the article had a number of inaccuracies included within it, with the thrust of the points not standing up when talking to Voltalia and the feedback they were receiving from locals and residents. It was agreed to source information from Voltalia on the activity they were undertaking to engage with the local community and provide this to Members.

RESOLVED: That the report be received its content noted.

11. PSDS PROJECT: LMA VENTILATION PSDS PROJECT

The Sub-Committee received a Gateway 5 regular issues report updating on a PSDS project to achieve energy efficiency upgrades to the ventilation system which supplies the London Metropolitan Archives Extension building.

A Member, also Chairman of Finance Committee, took the opportunity to update Members on progress made with the PSDS programme projects in general given it was the last meeting of Corporate Asset Sub-Committee. Members were reminded that the PSDS projects were given its own Governance Board, with the Chairman and Deputy Chairman of this Sub-Committee appointed to provide oversight as part of the process. It was confirmed that a number of projects were being delivered with speed, but with some leeway being given to the City Corporation to go beyond the 31st March 2022 deadline. It was stressed how PSDS projects would play an important part in the City Corporation's Climate Action Strategy and Government support in helping to deliver on this important area of work was gratefully received.

RESOLVED: That the report be received its content noted.

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

Airspace rights – A Member referred to previous decisions relating to disposal of airspace in the City, with the City Corporation appearing to sell this space at a low cost and developers then creating office space and charging a vastly increased rate for the space. In response, it was clarified that all valuations were treated on their merits, with these all going through a City Surveyor's evaluation process. The City Surveyor agreed to report back setting out the

approach currently taken and how officers reach the final proposals before putting them to Members to approve.

13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

14. 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 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.

15. NON-PUBLIC MINUTES

The non-public minutes of the previous Corporate Asset Sub-Committee meeting held on 24 November 2021 were approved as an accurate record.

16. OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS

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

17. WALBROOK WHARF DEPOT - REPLACEMENT OF MECHANICAL AND ELECTRICAL SERVICES

The Sub-Committee considered a report relating to the Whalbrook Wharf Depot – Replacement of Mechanical and Electrical Services project.

18. OFA CLUBHOUSE - CITY OF LONDON FREEMEN'S SCHOOL

The Sub-Committee considered a report of the Headmaster, City of London Freemen's School relating to OFA Clubhouse.

19. CITIGEN STRATEGY

The Sub-Committee received a report of the City Surveyor updating on the Citigen Strategy moving forward.

20. CITY OF LONDON OPERATIONAL TENANTS - ARREARS UPDATE AND RENTAL SUPPORT

The Sub-Committee received a joint report of the Chamberlain and City Surveyor relating to City of London Operational Tenants.

21. NON PUBLIC ACTION TAKEN BETWEEN MEETINGS

The Sub-Committee received a report of the Town Clerk updating on non-public decision taken under delegated authority and urgency procedures between meetings.

22. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE

There were no questions.

23. **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

Part 3 - Confidential Agenda

24. **FM ENABLING SERVICES - OPTIONS APPRAISAL**

The Sub-Committee considered a report of the City Surveyor updating on FM Enabling Services.

25. **TARGET OPERATING MODEL PROPOSAL - CITY SURVEYOR'S DEPARTMENT (CENTRAL CRIMINAL COURT & ENABLING SERVICES)**

The Sub-Committee received a report of the City Surveyor updating on City Surveyor's Target Operating Model proposals relating to Central Criminal Court and enabling services.

The meeting ended 3.02pm

Chairman

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