

**OPERATIONAL PROPERTY AND PROJECTS SUB COMMITTEE**  
**Tuesday, 21 June 2022**

Minutes of the meeting of the Operational Property and Projects Sub Committee held at Committee Rooms, West Wing, Guildhall on Tuesday, 21 June 2022 at 11.00 am

**Present**

**Members:**

Alderman Timothy Hailes (Chair)  
Deputy Rehana Ameer (Deputy Chair)  
Deputy Keith Bottomley  
Deputy Michael Cassidy  
Deputy Shravan Joshi  
Deputy Edward Lord  
Paul Martinelli  
Anett Rideg

**Officers:**

Sarah Baker	- Chief Operating Officer's Department
Rohit Paul	- Chief Operating Officer's Department
Sam Collins	- Chief Operating Officer's Department
Jason Hayes	- Community & Children's Services Dept.
Ian Hughes	- Environment Department
Jo Hurst	- Open Spaces Department
Sam Lee	- Environment Department
Ola Obadara	- City Surveyor's Department
Rachel Vipond	- City of London Police
Sonia Virdee	- Chamberlain's Department
Peter Young	- City Surveyor's Department
Joseph Anstee	- Town Clerk's Department

**1. APOLOGIES**

Apologies for absence were received from Deputy Henry Colthurst and Deputy Christopher Hayward. Apologies for lateness were received from Deputy Randall Anderson.

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

Anett Rideg declared a personal interest in Item 7 by virtue of having a child attending Charterhouse Square School and advised that she would not speak or vote on this item.

**3. ELECTION OF DEPUTY CHAIR**

The Sub Committee proceeded to elect a Deputy Chair in accordance with Standing Order 30. Expressions of interest from Members were sought and Deputy Rehana Ameer, being the only Member indicating their willingness to

serve, was duly elected as Deputy Chair of the Sub Committee for the ensuing year. The Deputy Chair thanked Members for their support.

4. **GATEWAY APPROVAL PROCESS**

**RESOLVED** – That the Gateway Approval process be received.

In response to a request from a Member, the Chair asked that a presentation on the Gateway process be provided for Members at a later meeting.

5. **MINUTES**

**RESOLVED** – That the public minutes and non-public summary of the meeting held on 30 May 2022 be agreed as a correct record.

Matters Arising

Responsible Procurement Policy Update - The Chair advised that the Policy & Resources Committee had deferred agreement of the Responsible Procurement Policy, pending further work, and that this may come back to the Sub Committee.

Delegations to Officers – Noting the Sub Committee’s previous discussion on project governance arrangements, the Chair suggested that criteria be agreed to guide officers as to whether a report should be submitted to the Sub Committee even where it might be within delegated authority thresholds.

List of Projects – The Chair noted that all current planning applications were regularly circulated to all Members for their information and that the Sub Committee had discussed doing something similar with existing projects. The Chair commented that whilst he wanted to increase transparency, the list of all current projects was significantly more extensive than that for planning applications, and therefore consideration would be given as to the best way to structure and deliver this information.

6. **GATEWAY 3/4 - HAMPSTEAD HEATH SWIMMING FACILITIES - SAFETY, ACCESS AND SECURITY IMPROVEMENTS**

The Sub Committee considered a Gateway 3/4 report of the Executive Director of Environment & the City Surveyor regarding safety, access and security improvements at the Hampstead Heath Swimming Facilities. In response to a question from a Member, the City Surveyor advised that officers were confident that the estimated practical completion date of May 2023 remained achievable.

**RESOLVED** – That the Operational Property and Projects Sub Committee agree:

1. That additional budget of £30,700 is approved to reach the next Gateway;
2. Note the revised project budget of £163,700 (excluding risk);
3. Note the total estimated cost of the project at £691,245 (excluding risk);

4. That a Costed Risk Provision of £27,000 is approved to reach the next Gateway (to be drawn down via delegation to City Surveyor);
5. That Option 2 is progressed as the only viable option; and
6. Note that a minor planning application was submitted on 7th June 2022.

7. **GATEWAY 6 - CITY STREETS TRANSPORTATION RESPONSE TO SUPPORT COVID-19 RECOVERY: PHASE 3 - CHARTERHOUSE SQUARE SCHOOL STREET**

The Sub Committee considered a Gateway 6 report of the Executive Director of Environment regarding Phase 3 of the Charterhouse Square School Street. The Executive Director of Environment introduced the report and advised that the Gateway 5 report had been approved by the Streets & Walkways Sub Committee, rather than under delegation as stated in the report.

**RESOLVED** – That the Operational Property and Projects Sub Committee approve the Outcome Report and agree to close the project.

8. **GATEWAY 6 - PROVISION OF STAFF WELFARE FACILITIES AT CHINGFORD GOLF COURSE EPPING**

The Sub Committee considered a Gateway 6 report of the Director of Open Spaces regarding the provision of Staff Welfare Facilities at Chingford Golf Course. A Member suggested that the report be submitted to the Corporate Services Committee for information, given the project was in respect of staff welfare facilities.

**RESOLVED** – That the Operational Property and Projects Sub Committee:

1. Note the report and lessons learned; and
2. Approve closure of this project.

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

There were no questions.

10. **ANY OTHER BUSINESS THE CHAIR CONSIDERS URGENT**

There was no other business.

11. **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.

<b>Item No.</b>	<b>Paragraph No.</b>
13-17, 19-20	3
18	3,5
21-22	-

12. **NON-PUBLIC MINUTES**  
**RESOLVED** – That the non-public minutes of the meeting held on 30 May 2022 be agreed as a correct record.
13. **GATEWAY 1-5 - CITY OF LONDON POLICE VEHICLE FLEET REPLACEMENT PROGRAMME 2022/23**  
The Sub Committee considered a Gateway 1-5 report of the Commissioner of the City of London Police.
14. **GATEWAY 2-5 - IT MANAGED SERVICE TRANSITION**  
The Sub Committee considered a Gateway 2-5 report of the Chamberlain.
15. **GATEWAY 3 ISSUE - PHASE 2, 3 & 4 - CITY OF LONDON SCHOOL MASTERPLAN**  
The Sub Committee considered a Gateway 3 Issue report of the City Surveyor.
16. **GATEWAY 5 ISSUE - ISLEDEN HOUSE INFILL PROJECT**  
The Sub Committee considered a Gateway 5 Issue report of the Director of Community & Children's Services.
17. **GATEWAY 5 - SOUTHWARK ESTATES WINDOW REPLACEMENT AND COMMON PARTS REDECORATIONS - PAKEMAN HOUSE, STOPHER HOUSE & SUMNER BUILDINGS**  
The Sub Committee considered a Gateway 5 report of the Director of Community & Children's Services.
18. **WEST HAM PARK NURSERY RESIDENTIAL DEVELOPMENT DISPOSAL AGREEMENT - REQUEST FOR DELEGATED AUTHORITY**  
The Sub Committee considered a report of the City Surveyor and the Executive Director of Environment.
19. **CITY OF LONDON OPERATIONAL TENANTS - ARREARS UPDATE AND RENTAL SUPPORT\***  
The Sub Committee received a report of the City Surveyor.
20. **REPORT OF ACTION TAKEN\***  
The Sub Committee received a report of the Town Clerk.
21. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**  
There were questions.
22. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
There was no other business.

**The meeting ended at 11.36 am**

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Chair

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