

OPERATIONAL PROPERTY AND PROJECTS SUB COMMITTEE
Monday, 13 February 2023

Minutes of the meeting of the Operational Property and Projects Sub Committee held
at Committee Rooms, West Wing, Guildhall on Monday, 13 February 2023 at 3.30
pm

Present

Members:

Alderman Timothy Hailes (Chair)
Deputy Keith Bottomley
Deputy Shravan Joshi
Deputy Edward Lord
Anett Rideg

Officers:

Emma Moore	- Chief Operating Officer
Genine Whitehorne	- Chief Operating Officer's Department
Rohit Paul	- Chief Operating Officer's Department
Sarah Baker	- Chief Operating Officer's Department
Lisa Moore	- Chief Operating Officer's Department
Darran Reid	- Chief Operating Officer's Department
Aga Watt	- Chief Operating Officer's Department
Tanna Beena	- Chief Operating Officer's Department
Paul Double	- Remembrancer
James John	- Chamberlain's Department
Peter Young	- City Surveyor's Department
Ola Obadara	- City Surveyor's Department
Dorian Price	- City Surveyor's Department
Peter Collinson	- City Surveyor's Department
John Galvin	- City Surveyor's Department
Graeme Low	- City Surveyor's Department
Stefania Horne	- Environment Department
Alistair Cook	- City of London Police
Rob Atkin	- City of London Police
Hayley Williams	- City of London Police
Omkar Chana	- Innovation and Growth
Polly Dunn	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Deputy Rehana Ameer (observing online), Deputy Madush Gupta, Deputy Randall Anderson, Deputy Christopher Hayward and Paul Martinelli.

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

There were none.

3. **MINUTES**

a) **16 January 2023**

RESOLVED, that the note of the inquorate meeting be received.

b) **26 January 2023**

It was noted that Anett Rideg was in attendance and that this was not reflected in the list of those Members present.

RESOLVED, that the public minutes and non-public summary of the meeting held on 26 January 2023, be approved as an accurate record subject to the addition of Anett Rideg to the attendee list.

4. **DEPARTMENT OF THE CHIEF OPERATING OFFICER BUSINESS PLANS 2023/24**

Members considered a report of the Chief Operating Officer regarding their Departmental Business Plans for 2023/24.

At this point the Chief Operating Officer gave a brief update on the ongoing project governance review, which was due to report to the Sub-Committee in April 2023.

It was noted that there was no funding at present for the Project Management Academy. When asked if there was a continuing training need, it was concluded that this would be determined subject to the outcome of the projects governance review.

The Chief Operating Officer was invited raise the funding issues for the Programme Management Office with Resource Allocation Sub-Committee and Policy & Resources. Members suggested that there should be a clear case for value for money given the likely return on investment that a well-performing PMO would deliver across the Corporation's portfolio of projects.

The Chair remarked that some updates to various procurement procedures may be needed in the coming year, but that this could wait until after the delivery of the Operational Property review and Projects Governance review.

RESOLVED, that Members

1. Note the direction of travel within the Department of the Chief Operating Officer (COO) and the associated transformation planning within the team Business Plans.
2. Approve the Department of the COO Business Plan for 2023/24 (**Appendix 1**).
3. Approve the 2023/24 Business Plans for the following COO divisions:

- a) Commercial Service (**Appendix 2**)
- b) Project Governance (**Appendix 3**)

5. **ROYAL COMMONWEALTH SOCIETY AND 65 BASINGHALL STREET**

Members considered a report of the Remembrancer and City Surveyor regarding the Royal Commonwealth Society and 65 Basinghall Street.

Noting that there was no issue with the partnership with the Royal Commonwealth Society, the report did give rise to a more general discussion on the City Corporation's monitoring of benefits-in-kind.

Aware that the locus of the Sub-Committee was specifically on operational property, Members were concerned that there was no mechanism to consider benefits-in-kind and partnerships in a cross-cutting way. This function was performed historically by a sub-committee of Finance that was dissolved in April 2022.

It was agreed that this was a matter for the Policy & Resources Committee to consider.

RESOLVED, that Members agree:-

- a) to offer the RCS working space at 65 Basinghall Street, as set out in appendix 1, joining the Corporation's other strategic and community partners accommodated at the complex.
- b) To instruct the Comptroller and City Solicitor, if the offer is made, to settle the terms of occupation in the form of a 5 year Lease in the terms referred to in the proposals noted in this report and the draft heads of terms set out in appendix 2.
- c) To note the accommodation is offered rent free and that such occupation costs as arise in consequence of the arrangement, if agreed, will be met from the City Surveyor's local risk budget for Guildhall.
- d) To note the proposed terms include flexibility for the City to regain occupation upon 6 months' notice at any time should the accommodation be required for other purposes.

6. **INNOVATION AND GROWTH (IG) OCCUPATION OF IRISH CHAMBER**

Members considered a report of the Director of Innovation and Growth (IG) and the City Surveyor regarding the occupation of Irish Chamber by the IG Department.

RESOLVED, that Members approve that the Irish Chamber be occupied by Innovation & Growth, enabling Senior Members to fully access the space they requested in the Mezzanine Floor of West Wing, Guildhall.

7. **GW3-4: PARLIAMENT HILL ATHLETICS TRACK RESURFACING**

Members considered a Gateway 3-4 report of the Executive Director Environment regarding the Parliament Hill Athletics Track Resurfacing.

It was agreed by Members that the discussion be taken in non-public on the basis that questions may be raised in relation to the non-public appendix.

8. ***GW5 PROGRESS: SYDENHAM HILL REDEVELOPMENT, LEWISHAM**
Members received a Gateway 5 progress report regarding the Sydenham Hill Redevelopment, Lewisham.

RESOLVED, that the report be noted.
9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
There were none.
10. **ANY OTHER BUSINESS THE CHAIR CONSIDERS URGENT**
There was none.
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 Schedule 12A of the Local Government Act or relates to functions of the Court of Common Council which are not subject to the provisions of Part VA and Schedule 12A of the Local Government Act 1972.
12. **NON-PUBLIC MINUTES**
RESOLVED, that the non-public minutes of the meeting held on 26 January 2023, be approved as an accurate record.
13. **CITY OF LONDON POLICE RAIL DELIVERY GROUP CONTRACT AWARD**
Members considered a report of the Commissioner regarding the City of London Police and Rail Delivery Group Contract Award.
14. **HOUSING RESPONSIVE REPAIRS, MAINTENANCE, AND VOIDS SERVICE - PROCUREMENT STAGE 1**
Members considered a joint report of the Chamberlain and Director of Community and Children's Services regarding the Housing Responsive Repairs, Maintenance and voids service (Procurement Stage 1).
15. **GW1-4: CITY OF LONDON SCHOOL FOR GIRLS 2023 IMPROVEMENT AND REVENUE WORKS**
Members considered a report of the City Surveyor regarding the City of London School for Girls 2023 Improvement and Revenue Works.
16. **GW3-4: PARLIAMENT HILL ATHLETICS TRACK (APPENDIX 4)**
Members noted the non-public appendix to item 7.

17. ***CITY FUND AND ESTATE REVENUE WORKS PROGRAMME - PROGRESS REPORT**

Members received a progress report of the City Surveyor regarding the City Fund and Estate Revenue Works Programme.

18. ***REPORT OF ACTION TAKEN BETWEEN MEETINGS**

Members received a report of the Town Clerk regarding action taken between meetings.

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

There were no questions.

20. **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 4.11 pm

Chairman

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