

PROJECTS AND PROCUREMENT SUB-COMMITTEE
Monday, 6 November 2023

Minutes of the meeting of the Projects and Procurement Sub-Committee held at
Committee Rooms, 2nd Floor, West Wing, Guildhall on Monday, 6 November 2023
at 1.45 pm

Present

Members:

Alderman Timothy Hailes (Chairman)
Deputy Shravan Joshi (Deputy Chairman)
Deputy Charles Edward Lord
Paul Martinelli
Anett Rideg
Deputy Philip Woodhouse

Officers:

Genine Whitehorne	- Chief Operating Officer's Department
Sarah Baker	- Chief Operating Officer's Department
Daniel Peattie	- Chamberlain's Department
Matthew Stickley	- Town Clerk's Department

1. **APOLOGIES**

Apologies for absence were received from Deputy Keith Bottomley, Deputy Christopher Hayward, Deputy Henry Colthurst, and Caroline Haines, who joined online.

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

There were none.

3. **MINUTES**

RESOLVED, that the public minutes of the Project and Procurement Sub Committee meeting held on 16 October 2023 be agreed as an accurate record.

4. **PROJECT PROCEDURE REVISION**

Members received a report of the Chief Operating Officer concerning the revision of the Project Procedure.

The committee agreed that routine purchases should not be subject to a full project governance procedure, but that it was needed for such spends to still be appropriately governed, which officers explained should be strengthened through the unification of the project and procurement teams and the £100,000 threshold at which all procurements were processed through the procurement

team. The committee noted that the review of project governance had been prioritised over a review of the Corporation's procurement arrangements.

In response to a question about institutional spends which would be funded by institutional income, officers confirmed that the same thresholds and governance of spends applied to all Corporation spends regardless of the source of funding to ensure consistency across the Corporation's policies, but that the governance of the spending would vary depending on whether the spend was classified as a procurement activity or project.

RESOLVED, that Members:

1. Approve the Projects Procedure changes described in the report and shown in Appendices 1 and 2.
2. Note that a revised Projects Procedure will be forthcoming as part of the Project Governance Review Implementation.
3. Delegate authority to the Town Clerk in consultation with the Chairmen and Deputy Chairmen, to finalise the project procedure subject to any changes agreed at Committee.

5. **PORTFOLIO MANAGEMENT IMPLEMENTATION – MEMBER ENGAGEMENT**

Members received a report of the Chief Operating Officer regarding the Portfolio Management Implementation.

It was noted that the Chairman would invite members of the Court of Common Council to join the member engagement group and discussed how members of the Court of Common Council might be enticed to join such a group. Members also noted the engagement would be based on reviewing and improving the Corporation's project governance procedures but not on individual projects.

RESOLVED, that Members note the updates provided in the report.

6. ***GW5 ISSUE: BANK JUNCTION IMPROVEMENTS PROJECT: ALL CHANGE AT BANK- TRAFFIC AND TIMING REVIEW**

Members received the Gateway 5 report of the Chief Operating Officer concerning the Bank Junction Improvements Project.

RESOLVED, that Members note the report.

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

There were no questions.

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

There was no other business.

9. **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 1972 or relates to functions of the Court of Common Council that are not subject to the provisions of Part VA and Schedule 12A of the Local Government Act 1972.

10. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the Project and Procurement Sub Committee meeting held on 16 October 2023 be agreed as an accurate record.

11. **THE NPCC CYBERCRIME PROGRAMME NATIONAL FRAMEWORK AGREEMENT FOR THE PROVISION OF CRYPTOCURRENCY STORAGE AND REALISATION SERVICES - EXTENSION OF CONTRACT TERM**

Members considered a report of the Chief Operating Officer concerning the NPCC Cybercrime Programme National Framework Agreement.

12. **EXTENSION OF THE MANAGED SERVICE TEMPORARY AGENCY RESOURCE CONTRACT**

Members considered a report of the Chief Operating Officer concerning the extension of the Managed Service Temporary Agency Resource Contract.

13. **COMPLIANT COMMITTEE WAIVER REPORT FOR A COMBINED IN-PATIENT DETOXIFICATION (IPD) AND STABILISATION SERVICE FOR LONDON**

Members received a report of the Executive Director of Community and Children's Services concerning a waiver for a combined In-Patient Detoxification (IPD) and stabilisation service for London.

14. ***GW2: CLSG SATELLITE/EXPANSION SPACE IMMEDIATE NEEDS**

Members received a report of the Headmistress of the City of London School for Girls (CLSG) regarding the CLSG satellite space immediate needs.

RESOLVED, that the report be noted.

15. ***GW1-4: CITY OF LONDON SCHOOL FOR GIRLS - 2024-27 IMPROVEMENT AND REVENUE WORKS**

Members received a joint report of the Headmistress of the City of London School for Girls and the City Surveyor, regarding the CLSG 2024-27 improvement and revenue works.

RESOLVED, that the report be noted.

16. ***GW3 ISSUES: CITY OF LONDON SCHOOL MASTERPLAN**

Members received a report of the City Surveyor regarding the City of London School Masterplan.

RESOLVED, that the report be noted.

17. ***GW4-5: BARBICAN FIRE SAFETY PROJECT**
Members received a report of the City Surveyor regarding the Barbican Fire Safety Project.

RESOLVED, that the report be noted.
18. ***GW5: GUILDHALL COOLING PLANT REPLACEMENT**
Members received a report of the City Surveyor regarding the Guildhall Cooling Plant Replacement.

RESOLVED, that the report be noted.
19. ***GW5 ISSUE: ORACLE PROPERTY MANAGER (OPN) REPLACEMENT**
Members received a report of the City Surveyor regarding the Oracle Property Management Replacement.

RESOLVED, that the report be noted.
20. ***GW5 ISSUE: ISELDEN HOUSE INFILL PROJECT**
Members received a report of the Executive Director of Community and Children's Services, regarding the Iselden House Infill Project.

RESOLVED, that the report be noted.
21. ***GW5 ISSUE: MIDDLESEX STREET COMMUNAL HEATING REPLACEMENT**
Members received a report of the Executive Director of Community and Children's Services, regarding the Middlesex Street Communal Heating Replacement

RESOLVED, that the report be noted.
22. ***GW5 ISSUE: WINDOW REPLACEMENT AND COMMON PARTS REDECORATIONS: HOLLOWAY ESTATE**
Members received a report of the Executive Director of Community and Children's Services, regarding the window replacement and common parts redecorations of the Holloway Estate.

RESOLVED, that the report be noted.
23. ***GW5 ISSUE: SYDENHAM HILL WINDOW REPLACEMENT AND COMMON PARTS REDECORATIONS**
Members received a report of the Executive Director of Community and Children's Services, regarding the Sydenham Hill window replacements and common parts redecorations.

RESOLVED, that the report be noted.
24. ***GW5 ISSUE: WINDSOR HOUSE WINDOW REPLACEMENT AND COMMON PARTS REDECORATIONS**

Members received a report of the Executive Director of Community and Children's Services, regarding the Windsor House window replacements and common parts redecorations.

RESOLVED, that the report be noted.

25. ***GW6: CENTRAL CRIMINAL COURT PLANT REPLACEMENT: PHASE 4**
Members received a report of the City Surveyor regarding the Central Criminal Court Plant Replacement (Phase 4) project closure.

RESOLVED, that the report be noted.

26. **NON-PUBLIC QUESTIONS RELATING TO THE WORK OF THE SUB COMMITTEE**

There were no questions.

27. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no questions.

The meeting ended at 2.14 pm

Chairman

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