

PROJECTS AND PROCUREMENT SUB-COMMITTEE
Tuesday, 18 November 2025

Minutes of the meeting of the Projects and Procurement Sub-Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Tuesday, 18 November 2025 at 3.45 pm

Present

Members:

Deputy Benjamin Murphy (Chairman)
Philip Woodhouse (Deputy Chairman)
Simon Burrows
Deputy Timothy Butcher
Deputy Anne Corbett
Stephen Hodgson

Officers:

Genine Whitehorne	- Commercial Director
Nadhim Ahmed	- Chamberlain's Department
James Carter	- Chamberlain's Department
Oliqur Chowdhury	- Chamberlain's Department
Michael Curtis	- Chamberlain's Department
Tom Gillings	- Chamberlain's Department
Sandra Milburn	- Chamberlain's Department
Daniel Peattie	- Chamberlain's Department
Charlene Ulett-Fakolujo	- Chamberlain's Department
Matt Baker	- City Surveyor's Department
Emma Bushell	- City Surveyor's Department
Mark Donaldson	- City Surveyor's Department
Adam Fjaerem	- City Surveyor's Department
Joanne Hunneybell	- City Surveyor's Department
Daniel Tyler	- City Surveyor's Department
Adrian Kelly	- Community & Children's Services Department
Jagdeep Bilkhu	- Environment Department
Tom Noble	- Environment Department
John Cater	- Town Clerk's Department

1. APOLOGIES

An apology for absence was received from Deputy Andrien Meyers.

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

There were no Declarations under the Code of Conduct.

3. MINUTES

RESOLVED: - that the public minutes and non-public summary of the meeting of the Sub-Committee held on 14th October were approved as an accurate record.

4. **OUTSTANDING (PUBLIC) ACTIONS LOG**

The Sub-Committee received a Report of the Town Clerk concerning public actions from previous meeting.

Officers confirmed that, had the new £20m threshold been in place, 39 contract awards would have gone to the Court of Common Council for approval from 1st January 2020 – 2025; this contrasts with the actual number of 67 awards approved by Court under the old threshold of £5m during that time.

RESOLVED: - that the Sub-Committee noted the Report.

5. **ANNUAL REVIEW OF COMPOSITION AND TERMS OF REFERENCE**

The Sub-Committee considered a Report of the Town Clerk concerning the annual Review of the Sub-Committee's own Terms of Reference.

The Chairman informed the Sub-Committee that he had asked the Commercial Director to amend the wording under paragraph C to reflect the revised project tiering.

He also asked that references to the Procurement Code were replaced by Procurement Policy to take effect from the beginning of the next civic year.

In addition, he asked that, going forward, the composition of the Sub-Committee be expanded to include the Chairman of the Capital Buildings Board.

Members reflected on the occasional low attendance at recent meetings of the Sub-Committee and resultant risk to meeting quoracy. Acknowledging these concerns, the Chairman hoped that with the new appointments from the City of London Police Authority Board and the Capital Buildings Board the attendance levels at future meetings would stabilise and the risk to quoracy would be reduced.

RESOLVED: - that the Sub-Committee:

- Agreed that the Sub-Committee's Terms of Reference set out at Appendix A sufficiently encapsulates the responsibilities of the Sub-Committee;
- Agreed that the Chair of the Capital Buildings Board should be added to the Composition as an automatic appointment of the Sub-Committee going forward (effective immediately).
- Agreed that Delegated Authority be given to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to consider the final wording of the revised terms of reference, for onward consideration and approval by the Finance Committee.

6. INTEGRATED FACILITIES MANAGEMENT (IFM) FORWARD STRATEGY TO 2033

The Sub-Committee received a Report of the City Surveyor concerning the proposed approach to the Integrated Facilities Management (IFM) Strategy to 2033.

RESOLVED: - that the Sub-Committee:

- Supported the continuation of the 6 Integrated Facilities Management (IFM) contracts and not utilise the break clause.
- Approved the further consolidation strategy, and associated increase in contract value, of outlying facilities management contracts (BMS and Lifts) into the relevant IFM contract to deliver financial and operational efficiencies. Enable the City Surveyor to identify further efficiencies by taking advantage of additional economies of scale.

7. *GW3: CROSSRAIL LIVERPOOL STREET URBAN INTEGRATION (PHASE 2)

The Sub-Committee received a Report of the Executive Director, Environment concerning the Liverpool Street public realm.

The Chairman informed the Sub-Committee that the proposed planning application for the significant remodelling of the entrances and concourse to Liverpool Street Station may have a material impact on this project. Officers would keep the Sub-Committee updated on this matter.

RESOLVED: - that the Sub-Committee noted the Report.

8. *GW4: AIR SOURCE HEAT PUMP AND PHOTOVOLTAIC INSTALLATION AT THE MANSION HOUSE

The Sub-Committee received a Report of the City Surveyor concerning the installation of air source heat pumps and photovoltaic panels on the roof of the Mansion House.

The Sub-Committee noted that there was a delay to planning permission for the installation due to the requirement for some additional drawings to be finalised and submitted; a final planning approval decision was due before Christmas.

Members encouraged officers to look at the recurring theme of planning application related delays in projects and seek to build in contingency within the timeline to allow for these eventualities; in addition, they were keen for planning colleagues to review and consider ways in which the planning process could be streamlined when the City of London Corporation itself was the planning authority.

RESOLVED: - that the Sub-Committee noted the Report.

9. *GW4: PIPE SUBWAYS OF HOLBORN VIADUCT AND SNOW HILL OVER THAMESLINK

The Sub-Committee received a Report of the Executive Director, Environment concerning the pipe subways of Holborn Viaduct and Snow Hill.

RESOLVED: - that the Sub-Committee noted the Report

10. *GW6: DECENT HOMES CALL-BACKS 2020-22

The Sub-Committee received a Report of the Executive Director of Community and Children's Services concerning works for a number of City of London tenanted properties.

RESOLVED: - that the Sub-Committee noted the Report.

11. *GW6: RENEWAL OF FLAT ROOF COVERINGS AT PETTICOAT SQUARE, MIDDLESEX STREET

The Sub-Committee received a Report of the Executive Director of Community and Children's Services concerning the replacement of flat roof coverings at Petticoat Square, Middlesex Street.

RESOLVED: - that the Sub-Committee noted the Report.

12. *GW6: RENEWAL OF ROOF COVERINGS AT DRON HOUSE, TOWER HAMLETS

The Sub-Committee received a Report of the Executive Director of Community and Children's Services concerning the replacement of roof coverings at Dron House, Tower Hamlets.

RESOLVED: - that the Sub-Committee noted the Report.

13. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE

There were no public questions.

14. ANY URGENT BUSINESS

There was one additional item of urgent public business.

The Chairman reminded the Sub-Committee that Members of PPSC were invited to join the new Portfolio Management Launch Event from 10:30 to 12:30 on the 25th November, where the Enterprise Programme Management Office (EPMO) team will be covering the framework from the perspective of decision makers and holding a Q&A. The event would take place in the Livery Hall at Guildhall.

15. 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.

16. NON-PUBLIC MINUTES

RESOLVED: - that the non-public minutes of the meeting of the Sub-Committee held on 14th October were approved as an accurate record.

17. OUTSTANDING (NON-PUBLIC) ACTIONS LOG

The Sub-Committee received a Report of the Town Clerk concerning non-public actions from previous meeting.

18. PAN LONDON SEXUAL HEALTH PROGRAMME ESERVICE (SHL.UK)

The Sub-Committee considered a joint Report of the Chamberlain and the Executive Director of Community and Children's Services concerning the Pan-London Sexual Health Programme eService (SHL.UK).

19. HEAT NETWORK ZONING (PHASE 1) PROCUREMENT STAGE 1

The Sub-Committee considered a Report of the City Surveyor concerning Phase 1 of the Heat Networking Zoning across the City of London.

20. UPDATED CORPORATE RISK 33

The Sub-Committee considered a Report of the Chamberlain concerning Corporate Risk 33 (Project Portfolio strategic impact and/or financial value).

21. CITY OF LONDON ENTERPRISE PORTFOLIO REPORTING (OCTOBER 2025)

The Sub-Committee received a Report of the Chamberlain providing an overview of the Enterprise Portfolio of projects and programmes.

22. UPDATE ON THE IMPLEMENTATION AND IMPLICATIONS OF THE PROCUREMENT ACT 2023

The Sub-Committee received a Report of the Chamberlain concerning the implementation of the Procurement Act 2023 and its implications on how the City of London Corporation undertakes its procurement and commercial activities.

23. *GW5: GUILDHALL COOLING PLANT REPLACEMENT

The Sub-Committee received a Report of the City Surveyor concerning the cooling needs of the Guildhall Complex.

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

There were no non-public questions.

25. NON-PUBLIC ANY URGENT BUSINESS

There were no additional items of urgent non-public business.

The meeting ended at 4.25 pm

Chairman

Contact Officer: John Cater
John.Cater@cityoflondon.gov.uk