

CORPORATE ASSET SUB (FINANCE) COMMITTEE
Wednesday, 22 November 2017

Draft Minutes of the meeting of the Corporate Asset Sub (Finance) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 22 November 2017 at 1.45 pm

Present

Members:

Nicholas Bensted-Smith (Chairman)
Dominic Christian (Deputy Chairman)
Randall Anderson
Mark Bostock
John Chapman
Alderman Alison Gowman
Deputy Edward Lord
Deputy Jamie Ingham Clark
Jeremy Mayhew
Deputy John Tomlinson
Deputy Philip Woodhouse

Officers:

John Cater	-	Town Clerk's Department
Paul Wilkinson	-	City Surveyor
Peter Young	-	City Surveyor's Department
Andrew Crafter	-	City Surveyor's Department
Mansi Sehgal	-	City Surveyor's Department
Dorian Price	-	City Surveyor's Department
Alison Hurley	-	City Surveyor's Department
Chris Hartwell	-	City Surveyor's Department
Pascale Yart	-	City Surveyor's Department
Mike Kettle	-	Community and Children's Services Department
Jonathon Poyner	-	Barbican Centre
Jim Turner	-	Barbican Centre
Hannah Bibbins	-	Guildhall School of Music and Drama

1. APOLOGIES

Apologies were received from Karina Dostalova and Michael Hudson.

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

Jamie Ingham Clark declared a non-pecuniary interest in respect of item 22 due to him being a Church Warden for St Lawrence Jewry.

3. **MINUTES**

RESOLVED – that the public minutes of the previous meeting held on 5th October were approved as an accurate record.

4. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**

Members received a report of the Town Clerk which provided information of outstanding actions from previous meetings.

RESOLVED – that Members noted the report.

5. **CITY SURVEYOR'S DEPARTMENTAL RISK REGISTER QUARTER 2**

Members received a Report of the City Surveyor regarding the Departmental Risk Register. The following point was made.

A Member expressed concern that the July 2017 target date for SMT005 (Recruitment and Retention) and the March 2017 target date for CB003 (Vessel strikes) and CB007 (Tunnelling for the Thames Tideway Tunnel) did not offer a current perspective on these risks. The City Surveyor confirmed that officers would review and come back to Members in early 2018 with an update.

RESOLVED – that Members noted the Report.

6. **ENERGY TEMPERATURE POLICY & SUB-METERING UPDATE**

Members received a Report of the City Surveyor on the temperature policy and sub-metering. The following points were made.

A Member queried the reasoning behind the target temperature of 21C, asking whether officers had considered a lower target, officers responded that this was a widely held guideline across the industry.

Officers reassured Members that further consultation at local levels would be carried out to ensure implementation, and confirmed that the policy would apply across all major operational buildings.

In terms of the sub-metering study, officers would return in February 2018 with the Gateway 2 report before it goes to Projects Sub Committee.

RESOLVED – that Members approved the following:

- Noted the contents of the report;
- Adopted the Temperature policy;
- Supported the recommendation to deliver the sub-metering works, noting a gateway 1/2 report will be prepared to initiate a new project.

7. **BARBICAN - TURRET AND CONTRACTOR'S OFFICE DISPOSAL REPORT**

Members received a report of the Director of Community & Children's Services regarding the declaration of surplus properties on the Barbican Estate.

RESOLVED – that Members approved both the former Contractor’s office at Andrewe’s House and the Turret at John Wesley Highwalk were surplus to the City’s operational requirements.

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

In response to a question about the status of outsourced staff at the City Corporation, the City Surveyor confirmed that all outsourced staff, employed via external contractors were paid the London Living Wage. Officers would, however keep the upcoming legal challenge (University of London’s outsourced staff) monitored.

9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There were no urgent items.

10. **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.

11. **NON-PUBLIC MINUTES**

Members received the non-public minutes of the previous Committee meeting on 5th October.

12. **OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS**

Members noted a report of the Town Clerk which provided information of outstanding actions from previous meetings.

13. **CITY SURVEYOR’S BUSINESS PLAN 2017-18 QUARTER 2**

Members received a Report of the City Surveyor.

14. **ADDITIONAL WORKS PROGRAMME PROGRESS REPORT**

Members received a Report of the City Surveyor.

15. **CYCLICAL WORKS PROGRAMME PROGRESS REPORT**

Members received a Report of the City Surveyor.

16. **REVIEW OF FM AND ASSET MANAGEMENT SERVICE BASED REVIEW PROGRESS REPORT**

Members received a Report of the Town Clerk.

17. **ADDITIONAL CAPITAL FUNDS FOR CITY FUND PROPERTIES**

Members received a Report of the City Surveyor.

18. **ACCOMMODATION AND WAYS OF WORKING PROGRAMME - PROGRESS REPORT - VERBAL UPDATE**

Members received a verbal Report of the City Surveyor.

19. **CYCLICAL WORKS PROGRAMME (CWP) - PRIORITISATION OF PROJECTS**
Members received a Report of the City Surveyor.
20. **BARBICAN CENTRE CAPITAL PROJECTS PROGRESS REPORT**
Members received a Report of the Director – Operations and Buildings, Barbican Centre.
21. **GSMD PROJECTS UPDATE**
Members received a Report of the Director – Operations and Buildings, Barbican Centre
22. **ST. LAWRENCE JEWRY CHURCH - ISSUES REPORT**
Members received a Report of the City Surveyor.
23. **BARBICAN TURRET - GATEWAY REPORT**
Members received a Report of the Director of Community and Children's Services.
24. **BARBICAN CONTRACTOR'S OFFICE - GATEWAY REPORT**
Members received a Report of the Director of Community and Children's Services.
25. **30/34 MOORGATE, LONDON EC2 - HIGHWAY DISPOSAL**
Members received a Report of the City Surveyor.
26. **DELEGATED AUTHORITY REQUEST - HIGHWAY DISPOSAL 22 BISHOPSGATE EC2**
Members received a Report of the City Surveyor.
27. **PORT HEALTH TILBURY OFFICE - DISPOSAL**
Members received a Report of the Director – Port Health & Public Protection, Markets and Consumer Protection.
28. **RABBITS ROAD BRIDGE PLOT**
Members received a Report of the City Surveyor.
29. **CHEVENING ROAD DISPOSAL**
Members received a Report of the City Surveyor.
30. **CITIGEN 2016/17 ANNUAL REPORT**
Members received a Report of the City Surveyor.
31. **POLICY ON LANDLORD & TENANT ACT EXCLUSION - VERBAL UPDATE**
Members received a Report of the City Surveyor.
32. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
There were no questions.

**33. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT
AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED
WHILST THE PUBLIC ARE EXCLUDED**

There were two items of urgent non-public business.

The meeting ended at 3.30 pm

Chairman

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