



## **Streets and Walkways Sub (Planning and Transportation) Committee**

**Date:** MONDAY, 19 JANUARY 2015

**Time:** 1.45 pm

**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

**Members:** Marianne Fredericks (Chairman) Alderman Alison Gowman, Police Committee (Ex-Officio Member)  
Jeremy Simons, Open Spaces and City Gardens (Deputy Chairman) Brian Harris  
Randall Anderson Oliver Lodge  
Alex Bain-Stewart Sylvia Moys  
Deputy John Barker, Finance Committee (Ex-Officio Member) Graham Packham  
Revd Dr Martin Dudley Deputy Michael Welbank

**Enquiries:** Katie Odling  
tel. no.: 020 7332 3414  
katie.odling@cityoflondon.gov.uk

**Lunch will be served in Guildhall Club at 1pm**

**N.B: Part of this meeting could be subject to audio video recording**

**John Barradell  
Town Clerk and Chief Executive**

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES FOR ABSENCE**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**  
To agree the public minutes and summary of the meeting held on 17 November 2014.  

**For Decision**  
(Pages 1 - 6)
4. **OUTSTANDING REFERENCES**  
Report of the Town Clerk.  

**For Information**  
(Pages 7 - 8)
5. **SPECIAL EVENTS ON THE HIGHWAY**  
Report of the Director of the Built Environment.  

**For Decision**  
(Pages 9 - 32)
6. **MITRE SQUARE**  
Report of the Director of the Built Environment.  

**For Decision**  
(Pages 33 - 46)
7. **ALDGATE HIGHWAY CHANGES AND PUBLIC REALM ENHANCEMENT**  
Report of the Director of the Built Environment.  

**For Information**  
(Pages 47 - 58)
8. **ANNUAL ON-STREET PARKING ACCOUNTS 2013/14 AND UTILISATION OF ACCRUED SURPLUS ON HIGHWAY IMPROVEMENTS AND SCHEMES**  
Report of the Chamberlain.  

**For Information**  
(Pages 59 - 62)

9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
11. **EXCLUSION OF THE PUBLIC**  
MOTION – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business 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.

**Part 2 - Non-public Agenda**

12. **ST PAUL'S SECURITY**  
The City of London Police to be heard.
13. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**  

**For Decision**
14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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## **STREETS AND WALKWAYS SUB (PLANNING AND TRANSPORTATION) COMMITTEE**

**Monday, 17 November 2014**

Minutes of the meeting of the Streets and Walkways Sub (Planning and Transportation) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Monday, 17 November 2014 at 11.00 am

### **Present**

#### **Members:**

Marianne Fredericks (Chairman)  
Jeremy Simons (Deputy Chairman)  
Randall Anderson  
Deputy John Barker (Ex-Officio Member)  
Revd Dr Martin Dudley  
Alderman Alison Gowman (Ex-Officio Member)  
Sylvia Moys  
Graham Packham  
Deputy Michael Welbank

#### **Officers:**

Katie Odling	Town Clerk's Department
Olumayowa Obisesan	Chamberlain's Department
Anna Simpson	Comptrollers and City Solicitor's Department
Steve Presland	Department of the Built Environment
Ian Hughes	Department of the Built Environment
Patrick Hegarty	Open Spaces Department
Alan Rickwood	City Police
Norma Collicott	City Police

#### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Alex Bain-Stewart and Oliver Lodge.

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

There were no declarations of interest.

#### **3. MINUTES**

RESOLVED – That the Minutes of the meeting held on 20 October 2014 be approved.

#### **Matters arising:**

Item 9 – fatality at Ludgate Circus – The Transportation and Public Realm Director informed the Sub Committee that a statement had been prepared by

officers at the City of London Corporation and the City of London Police regarding the improvements to the safety of this junction should a question be asked at the Court of Common Council. In addition, consideration was being given to alternative signage and possible installation of 20mph signage in the lead up to the junction. Furthermore, a Road Danger Reduction meeting was due to take place in the next week where this matter would be discussion.

4. **OUTSTANDING ACTIONS**

The list of outstanding actions was noted.

5. **REPORTS OF THE DIRECTOR OF THE BUILT ENVIRONMENT :-**

5.1 **Highway maintenance: funding and effectiveness**

The Sub Committee received a report of the Director of the Built Environment which outlined the current funding situation regarding highway maintenance in the City, with a particular focus on road surfacing, where local risk budgets had considerably reduced in real terms over time, and where these further proposed savings would be most likely to impact.

The Assistant Director, Highways advised that part of the Department for Transport's funding for highway repairs was due to become incentive based, and that this was supplemented through monies from Transport for London.

It was agreed to circulate the formula for the condition index (Appendix 1 - UKPMS Carriageway condition survey 2012/13 and 2013/14) to Members and organise a briefing session to provide some context to the methodology for formulas.

The Sub Committee noted the City's responsibility for maintaining streets, footways and walkways, including inspecting them for defects, undertaking repairs and resurfacing, changing or enhancing streets through major projects, maintaining signs, bollards, street nameplates and drainage, and looking after all the powered & illuminated street furniture in the City, from road signs to street lights.

The Sub Committee specifically discussed the tracking of accurate survey data for highway condition, and the requirement from CIPFA to calculate the value of the highway and the backlog of work. The Sub Committee noted this had assisted Officers in their understanding of what funding might be required to reach a 'steady state'.

A general discussion took place regarding funding and the possibilities of obtaining other sources of revenue in the future. In addition, Members were informed that the developer was responsible for funding initial repairs of the highway caused by building site activities.

RESOLVED – That the report be noted.

## 5.2 **Gresham Street G7**

The Sub Committee considered a report of the Director of the Built Environment regarding the Gateway 7 Outcome report for Cheapside 4A – Gresham Street Scheme.

The Transportation and Public Realm Director advised that consideration would be given to further improvements to the crossing as part of the Cheapside and Guildhall Review; however, it was not the intention to replace the junction with an alternative because this would not have any proven advantages. Consideration would also be given to the provision of 20mph signage in the area.

RESOLVED - that the report be noted and authority given to close the project.

## 5.3 **Cycle Superhighways - City's formal response to the public consultation**

The Sub Committee considered a report of the Director of the Built Environment concerning the City's formal response to the public consultation.

RESOLVED – That the report be noted.

## 5.4 **Major Highway Works for 2015-16**

The Committee received a report of the Director of the Built Environment which provided details of the planning already underway to manage what was likely to be the largest concentration of major transport construction initiatives in the Square Mile for many years, due to begin next year.

The Sub Committee noted the comments made by the Planning and Transportation Committee that local road networks were close to capacity and therefore non-essential traffic should be discouraged, however this was outside the scope of the report. In addition, Crossrail would be a major focus for TfL and the Local Implementation Plan.

Members noted that Highway Officers worked closely with Transport for London (TfL) to reduce the impact of road works on bus routes and would remain vigilant of unclear signage for diversions and alternative bus stops.

The Sub Committee were informed that the Cannon Street Gas works would be undertaken at the same time as other works that were scheduled for January 2014. This type of information would be included in future Traffic Management Bulletins.

RESOLVED – That the report be noted.

## 5.5 **Street Works Update**

The Sub Committee considered a report of the Director of the Built Environment which provided an update on the volume of activity by utilities in the City, how their performance was regularly monitored and where the City was taking action to help them improve.

The Assistant Highways Director referred to the capacity of the City's streets and the importance of accommodating the needs of all users. The Sub Committee were informed that Officers were working with access groups to improve the facilities for wheelchair users and it was suggested to include an indicator on the performance dashboard to monitor this area of work more closely.

The Sub Committee congratulated Officers on an excellent report.

RESOLVED – That the report be noted.

## 5.6 **Items placed on the Highway (streets and pavements)**

The Sub Committee received a report of the Director of the Built Environment which considered the adoption of a policy to enable the safe management of footpaths and the street environment in a proportionate manner.

The Sub Committee were invited to comment on the report which would be received by the Port Health and Environmental Services Committee, the Policy and Resources Committee, the Health and Well Being Board and finally considered by the Planning and Transportation Committee for decision. Members noted that the comments made by each of the Committees/Board would be included in the final report to the Planning and Transportation Committee.

The Sub Committee commented on the report as follows –

- City of London Footway Guidance Note (Appendix 2) – The Sub Committee sought clarification regarding the stated minimum unobstructed footway width of 2m and whether this width would be sufficient in relation to the flow of pedestrians, especially during peak times.
- A co-ordinated approach needed to be taken and consideration given to the Street Trading Policy and Tables and Chairs Policy.
- Consideration should be given to users with disabilities and other obstacles that were necessary for the safety and health of the City.
- Businesses should be encouraged to advertise through social media/e-mail and other electronic methods.
- The Comptroller and City Solicitor agreed to further investigate the matter of liability.



The Sub Committee considered it would be useful to have a clear Licensing Policy in place and were informed that this would form part of a separate piece of work.

The Sub Committee discussed the obstruction caused by A-Boards, particularly when these were placed close to tube station entrances/exits and suggested a restriction ought to be placed on this. The Transportation and Public Realm Director agreed to reconsider as to whether there was a more simplified methodology for the use of an A-Board and this would be reported back in an update to a future meeting. It was noted that the Comptroller and City Solicitor had advised that licensing could only be considered appropriate if 'A' boards were considered to be a public amenity or for public benefit. Officers did not consider this to be the case in relations to advertising boards and therefore licences would not apply to such 'A' Boards.

The Sub Committee requested that the matter of obstructions on the public highway be revisited on a regular basis given the ever increasing footfall in the City.

RESOLVED – That the report be noted and the comments made submitted to the Planning and Transportation Committee.

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

There were no questions.

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

Prince Consort – The Deputy Chairman was pleased to inform the Committee that the conservation and restoration of the Prince Consort Statue, which was unveiled earlier this year in April, had won a Marsh Award for architecture and a booklet was being produced to commemorate the event.

The Sub Committee congratulated Officers on this excellent achievement.

**The meeting ended at 12.40 pm**

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Chairman

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**tel. no.: 020 7332 3414**  
**katie.odling@cityoflondon.gov.uk**

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Outstanding References - Streets and Walkways Sub Committee

<b>Date</b>	<b>Action</b>	<b>Officer responsible</b>	<b>To be completed/ progressed to next stage</b>	<b>Notes/Progress to date</b>
<b>22 September 2014 Item 6</b>	<b>Middlesex Street Estate</b> Information reports containing details of the use of the on-street Parking Reserve Fund to be submitted to the Streets and Walkways Sub Committee	Director of the Built Environment		<b>Report to:</b> <i>Planning and Transportation Committee – 24<sup>th</sup> February 2015</i> <i>Streets and Walkways Sub Committee – 16<sup>th</sup> February 2015</i>
<b>22 September 2014 Item 9</b>  <b>&amp;</b>  <b>20 October 2014 Item 3</b>	<b>Parking for Motorcyclists</b> As part of the review of fees and charges for car parks, consideration be given to the implications on motorcycle parking.  A further report to be submitted to the Sub Committee regarding the framework for charging, provision of more parking bays and theft of motorcycles	Director of the Built Environment  Director of the Built Environment		<b>Report to:</b> <i>Streets and Walkways Sub Committee 19 January 2015</i>  <b>Report to:</b> <i>Future meeting of the Sub Committee</i>
<b>20 October 2014 Item 9</b>	<u>20mph speed limit</u> – To receive regular updates on enforcement action.	City of London Police		
<b>19 November 2014 Item 4</b>	Following an incident involving a cyclist and a lorry on Ludgate Circus, a Member requested that consideration be given to	Director of the Built Environment		<ul style="list-style-type: none"> <li>A statement had been prepared by the CoL Corporation and the CoLP regarding the improvements to the</li> </ul>

Outstanding References - Streets and Walkways Sub Committee

	<p>immediate measures that could be put in place to improve the safety of this junction. The Transport and Public Realm Director assured Members he would engage with Transport for London on this matter.</p>			<p>safety of this junction for submission to the Court of Common Council.</p> <ul style="list-style-type: none"> <li>• Consideration was being given to alternative signage and possible installation of 20mph signage in the lead up to the junction.</li> <li>• A Road Danger Reduction meeting was taking place and this matter would be discussed</li> </ul>
<p><b>19 November 2014</b> <b>Item 5</b></p>	<p>It was agreed to circulate the formula for the condition index (Appendix 1 - UKPMS Carriageway condition survey 2012/13 and 2013/14) to Members and organise a briefing session to provide some context to the methodology for formulas.</p>	<p>Director of the Built Environment</p>		

<b>Committee(s)</b>	<b>Dated:</b>
Streets & Walkways Sub Committee – For Decision Policy & Resources Committee – For Decision Culture, Heritage and Libraries – For Information	<b>19 January 2015</b> <b>22 January 2015</b> <b>26 January 2015</b>
<b>Subject:</b> Special Events on the Highway	<b>Public</b>
<b>Report of:</b> Director of the Built Environment	<b>For Decision</b>

## Summary

This report updates Members on the latest developments in the planning of major on-street special events for 2015. In particular, this report focuses on negotiations with Transport for London, the Greater London Authority and Westminster City Council regarding the likely impact of the Cycle Super Highway (CSH) construction works on events this year.

In brief, of the 18 major events that had been expected to take place in the Square Mile in 2015:

- 8 are unaffected by the CSH construction
- 2 will now take place entirely outside the City
- 3 require new routes through the City
- 3 remain to be assessed
- 2 have been cancelled due to matters unrelated to the CSH

In particular, despite the British 10k, BUPA 10k and RideLondon each requiring new routes in different parts of the City, extensive discussion and robust negotiation has led to an anticipated reduction in the impact of each event for this year, either from reducing the extent of the route, or from reorganising the event to narrow its timing. These changes will also result in the City Corporation taking a greater role in planning these events, as they will take place largely on City streets, rather than those of Transport for London.

This report also covers:

- The difficulties with the 2014 Smithfield Nocturne, which have lead Smithfield Market to withdraw their support from hosting the event this year.
- A proposal for a new Go-Kart Grand Prix event, promoted as a private event by the Worshipful Company of Glovers for the City Livery and other City bodies, primarily in support of the Lord Mayor’s charity.
- An updated event assessment matrix which illustrates an improved position this year (compared to 2014) in terms of the balance between event benefits and disbenefits.

## **Recommendation(s)**

Members are asked to:

- Agree to support the retention of the British 10k, BUPA 10k and RideLondon events through the City with amended routes.
- Note the likely removal of the Smithfield Nocturne from this year's events calendar.
- Consider supporting the City Go-Kart Grand Prix, subject to the appropriate legal consents being in place, and the agreement of the City's Safety Advisory Group.

## **Main Report**

### **Background**

1. Following last year's report to your Committee regarding procedures for considering applications to hold major special events in the Square Mile, this is the first in a series of update reports covering major new event applications, and the general position regarding special event planning.
2. In particular, this report covers three particular issues:
  - The consequences of the likely construction of the Cycle Super Highway
  - The likely removal of the Smithfield Nocturne from this year's event calendar
  - The possibility of a go karting event, promoted by the Glovers Livery Company, on behalf of the Livery Companies and the Lord Mayor's Charity, around the Guildhall area in July.

### **Cycle Super Highway**

3. In parallel to Transport for London's consultation on its proposals for Cycle Super Highways (CSH), the City's Special Events team have been working with colleagues at TfL and Westminster to understand and mitigate the impact of the CSH's construction on the event calendar. In particular, over half of the events in the Square Mile last year used part of the Victoria Embankment / Upper Thames St / Lower Thames St corridor, which is now expected to form a major part of the East / West CSH.
4. The detailed impact and timing of TfL's CSH construction works are still unknown. However, it is anticipated that events of the scale of RideLondon couldn't use the same streets because it would lead to considerable Health & Safety concerns for participants and spectators, there would be insufficient roadspace to run the event, and there could be reputational and logistical impacts in terms of media coverage, commercial activity and sponsorship.
5. Therefore, in order to provide certainty for event organisers who need to plan well in advance, discussions have been taking place to divide events into one of three categories. They are:

- Those events that are unaffected by the CSH, either because they take place before TfL's anticipated start date in May 2015, or because they are unaffected by the CSH construction (highlighted **green** in the table below).
- Those events where it is proposed to move the route, albeit still going through the City of London (highlighted **amber**).
- Those events which will be diverted away from the City in their entirety (highlighted **red**).

6. In addition to the impact of the CSH, we also expect two planned events to be removed from the 2015 calendar, namely 'Walk a Mile in Her Shoes' and the Smithfield Nocturne (highlighted **grey** below). Overall, this will mean we currently expect there to be one less major special event in 2015 compared to 2014.

7. The following table summarises the way in which 2015's events are currently being assessed and managed. Those in **red text** will be discussed in more detail later in this report.

*Major Special Event Update, inc impact of CSH*

<b>Date</b>	<b>Event</b>	<b>Update for 2015</b>	<b>Detail</b>	<b>Cat.</b>
1 Feb	<b>London Winter Run</b>	Unaffected	Date before CSH construction starts	<b>G</b>
5 Mar (was)	<b>Walk a Mile in Her Shoes</b>	CANCELLED	Primary sponsor has withdrawn	Grey
26 Apr	<b>London Marathon</b>	Unaffected	Date before CSH construction starts	<b>G</b>
25 May	<b>BUPA 10K</b>	New route required	Previous route used Vic Embankment	<b>A</b>
June	<b>Smithfield Nocturne</b>	CANCELLED OR RELOCATED	Scale of event too large (see below)	Grey
14 June	<b>City Run Fast</b>	Unaffected	CSH routes not required	<b>G</b>
June (TBC)	<b>Children's parade</b>	Unaffected	CSH routes not required	<b>G</b>
9 July	<b>SC Great City Race</b>	Unaffected	CSH routes not required	<b>G</b>
July (TBC)	<b>British 10K</b>	New route required	Previous route used Vic Embankment	<b>A</b>
15 July	<b>Cart Marking</b>	Unaffected	CSH routes not required	<b>G</b>
26 July	<b>Go Karting (proposed)</b>	Unaffected	CSH routes not required	<b>G</b>
1 & 2 Aug	<b>RideLondon</b>	Two new routes required (Sat & Sun)	Previous route inc Vic Embank & Thames St	<b>A</b>
9 Aug	<b>Triathlon</b>	Outside the City	Route confined to LB Tower Hamlets	<b>R</b>
Sept (TBC)	<b>Tour of Britain</b>	Outside the City	Route confined to Westminster	<b>R</b>

Sept (TBC)	<b>Bloomberg Square Mile</b>	Unaffected	CSH routes not required	G
Oct (TBC)	<b>Royal Parks' Marathon</b>	New route likely to be required	Previous route used Vic Embankment	TBC
14 Nov	<b>Lord Mayor's Show</b>	Impact uncertain	Dependant on CSH programme	TBC
31 Dec	<b>New Year's Eve</b>	Impact uncertain	Dependant on CSH programme	TBC

8. In the table above, we are unable to assess the likely impact of the CSH on the last three events until TfL have released their detailed construction programme (expected to happen in the next month or so).

9. In addition, it is worth noting that with CSH construction expected to last until Spring 2016, the CSH is likely to have a similar and ongoing effect on the event calendar for next year and beyond, depending on both the construction programme and on whether these transformed streets will be suitable to hold large scale events in the long-term.

#### Consequences of CSH on Major Special Events

10. The CSH involves major highway works along the entire length of the respective east / west and north / south corridors. As a reminder, these routes in the City are expected to be:

- East / West CSH: Victoria Embankment, Blackfriars Underpass, Castle Baynard Street, Upper & Lower Thames Street, Byward Street, Tower Hill and Shorter Street.
- North / South CSH: Blackfriars Bridge, New Bridge Street, Ludgate Circus and Farringdon Street

11. Contra-flows, lane closures and side road closures are all anticipated, and assuming the scheme continues to construction, TfL's broad programme suggests that works will last from May 2015 until Spring 2016.

12. In assessing how to manage a major event along streets affected by the CSH construction, four options were considered:

- Still use the CSH streets for events during CSH construction. This would mean little change to the existing road closure 'footprint' for events, and the level of stakeholder impact would be much the same. However, as mentioned earlier, there would be considerable Health & Safety concerns, a lack of sufficient roadspace to hold and watch events, and there would be commercial and logistical impacts. As a result, TfL and Westminster have made it clear that this is not their preferred option.
- Altering routes but keeping events in Central London. This would retain the iconic sites wanted by event organisers, participants and the media, as well as the key transport hubs for logistical purposes, and the experience of Westminster and the City in supporting such events. However, to do this, appropriate and manageable routes must be found, as different parts



of the highway network and different stakeholders will be affected. On balance, this is the preferred option, provided suitable routes can be identified.

- Move events to Outer London. This is not the preferred option of event organisers as it would remove London's iconic locations from events, which in turn would impact TV coverage, marketing, sponsorship and potentially make events less attractive to entrants. It would also impact parts of London that are not used to staging events and affect new communities. Central London's streets and parks are used to holding events (and are often ideally suited to do so), whereas those further out typically are not.
- Cancel the event. This would obviously resolve the problem, but the GLA and TfL have contractual commitments to deliver certain high profile events, and cancelling would have a considerable impact on London's position as an event host City. There would also be secondary economic and visitor attraction implications, both in the short and long term, as event promoters might choose to permanently move away from London. As a result, this option is not preferred by the GLA and TfL.

#### Approach to Identifying New Routes for Events

13. On balance, the second option above has been considered to be the most appropriate to progress, provided suitable alternative routes can be found in Central London. As a result, the City of London's event planning team have sought to agree a joint approach with Westminster City Council, namely:

- Although it is understood that events bring economic, promotional and financial positives to London and the City, the impact that new routes have on the road network, businesses and major residential areas across both authorities must be identified and mitigated.
- In considering new route proposals, land locking areas must be prevented when crossing or access cannot be facilitated on a very regular basis.
- It is not acceptable to propose using certain streets just to establish a particular distance for an event with no thought to the local impact.
- Using new streets for events will require a very high level of public engagement.

14. One of the consequences of this approach is that Westminster and the City (rather than TfL) become the primary approving authority for many such events, as local authority roads will be used more often than the Transport for London Road Network (ie the 'Red Routes'). This increases the importance of the City's role considerably, and in particular, it will mean that the GLA will have to request the use of City Corporation streets for events, rather than just notifying us that events will be taking place on TfL's roads in the Square Mile.

## Discussions So Far

15. City and Westminster officers have already rejected a number of event route proposals that would otherwise have had a disproportionate effect on the City's road network, its residential population (particularly the Barbican) and other stakeholders. At first, it was somewhat surprising to realise how little event organisers, TfL and the GLA understood the practical issues of using particular routes beyond just seeing London as a series of lines on the map linking point A to point B, and the limited appetite of local communities to have repeated road closures imposed on them for little appreciable localised benefit.
16. In some instances, where it has not been possible to resolve some of these practical issues, a more radical alteration of the event route has been required eg the Tour of Britain, where event promoters wanted a route through the City that would have shut most of the Square Mile all day. Officers felt this was a substantial and excessive escalation of the event footprint, and partly as a result, the current event plan now restricts the 2015 Tour to a circuit in the Westminster area.
17. Following several rounds of discussions, particularly in relation to the BUPA 10k, the British 10k and RideLondon, officers now feel the proposals are sufficiently balanced between the needs of the event and the impact on traffic and local stakeholders that they are workable and can be developed in detail. In particular, although different streets will be used, we believe the overall impact of each event will be no worse than before, and in some cases, it may in fact be better.
18. Finally, although the Director of the Built Environment has delegated authority to authorise road closures for special events, officers have indicated to TfL, the GLA and event managers that approval for new event routes will still be subject to officers seeking the views of Members first, followed by agreement from the City's Safety Advisory Group. This includes representation from the Emergency Services, as well as the City's Highways, Cleansing, Environmental Health, Public Relations, Emergency Planning, Health & Safety, Open Spaces and Licencing teams.
19. (Note that in terms of Committee oversight, responsibility for special events is shared. Streets and Walkways Sub Committee has oversight in terms of an event's traffic impact and road closures, Policy and Resources Committee has oversight over whether an event is suitable for the City in general, and Culture, Heritage & Libraries Committee has an interest in terms of visitor development and how an event might meet the City's visitor or cultural strategies. This report deals mainly with sporting events, so in this instance, the report is to Culture, Heritage & Libraries for information rather than for decision.)

## Event Route Corridors Linking the City to Westminster

20. On a final note of detail, it is worth appreciating that there are only three viable routes that a major event can use if it wants to connect the City with Westminster, namely:
  - Victoria Embankment to Upper Thames Street

- The Strand & Fleet Street to Ludgate Hill
- Holborn & Holborn Viaduct to Newgate Street

21. Whereas most special events that link the City with Westminster currently use Victoria Embankment, moving away from this because of the CSH requires the other two corridors to be considered. The respective impacts of using these three routes are as follows.

*City of London / City of Westminster Available Event 'Corridors'*

	<b>Victoria Embankment</b>	<b>Fleet St / Ludgate Hill</b>	<b>Holborn / Holborn Viaduct</b>
<b>Network impact</b>	A 'Red Route', and significant for east / west through traffic, but it can be closed easily. North / south routes can be kept open at Blackfriars & London Bridges.	Part of the Strategic Road Network & a major east / west bus route. Events can close the key Farringdon St north / south corridor if they cross Ludgate Circus.	Part of the Strategic Road Network & a bus route (albeit quieter than Fleet St). Farringdon St north / south corridor unaffected.
<b>Local access impacts</b>	Closures restrict access to Tower of London, Dowgate Fire Station and Cleansing depot. Significant residential impact at High Timber St.	Closures cause significant residential impact south of Ludgate Hill & both sides of Fleet St, plus they restrict access to St Pauls.	Closures cause minimal residential impact. Amended access can be maintained to Barts Hospital and the Smithfield area.
<b>CSH construction impact</b>	Unsuitable to use for events due to significant highway works from May 2015 to Spring 2016	Likely to be unsuitable during CSH construction at Ludgate Circus, plus traffic displaced from Upper Thames St.	No direct impact from CSH, except from the wider impact of displaced traffic from Upper Thames St.

22. The Victoria Embankment corridor has typically been used as the primary link for events between Westminster and the City because it is the most direct route to Parliament Square and Trafalgar Square, plus it can easily be closed whilst keeping Blackfriars and London Bridges open. More recently, as the GLA have sought to bring more events into Central London, using the 'Red Route' network has also kept the primary approval authority within the GLA / TfL 'family'.

23. However, repeated use of this corridor has had an undoubted impact on residents in the High Timber Street area and caused complications for key premises along the route. By contrast, there are benefits to using the other corridors, and doing so in 2015 is a worthwhile trial to understand their impact. If used on a limited basis, they may even become preferable to using Victoria Embankment in the long-term.

## Assessment Criteria

24. In the following notes on the BUPA 10k, British 10k and RideLondon, the assessment matrix below is used to establish the relative benefits and disbenefits of each event. This framework was outlined and approved by Members in the 'Review of Guidelines for Special Events' report last year.

25. Usually, this framework is used to illustrate comparisons between different events, but in the context of the CSH construction programme, the following notes use this framework to compare the relative impacts of the same event between the arrangements in 2014 and those proposed for 2015.

### *Assessment Matrix Criteria*

<b>Disbenefit</b>		<b>Benefit</b>	
<b>Disruption &amp; Impact</b>	<b>Past / Likely Complaints</b>	<b>Policy Aims &amp; Objectives</b>	<b>Charitable / Community Support</b>
Daytime major road closures / Major impact (-5)	Serious, numerous & political (-5)	City heritage / cultural 'difference' / Corporate Plan (inc visitor & cultural strategies) (5)	Not for Profit' / Large charitable contribution / Overwhelming stakeholder support (5)
Evening major road closures (-4)	Numerous & political (-4)	London / National / International significance (4)	Charitable contribution (4)
Extensive weekend road closures / Medium impact (-3)	Numerous non-political (-3)	CoL Partner / City stakeholder (3)	Significant City community non-charitable benefit (3)
Limited weekend road closures (-2)	Some political (-2)	CoL Community Strategy (2)	Small charitable contribution (2)
Traffic holds / bubble / minor road closures (-1)	Small number (-1)	Member-only support (1)	Small community benefit (1)
No road closures No impact (0)	None (0)	No policy objective / No Member support (0)	Fully commercial (0)

BUPA 10k (Bank Holiday Monday 25 May)

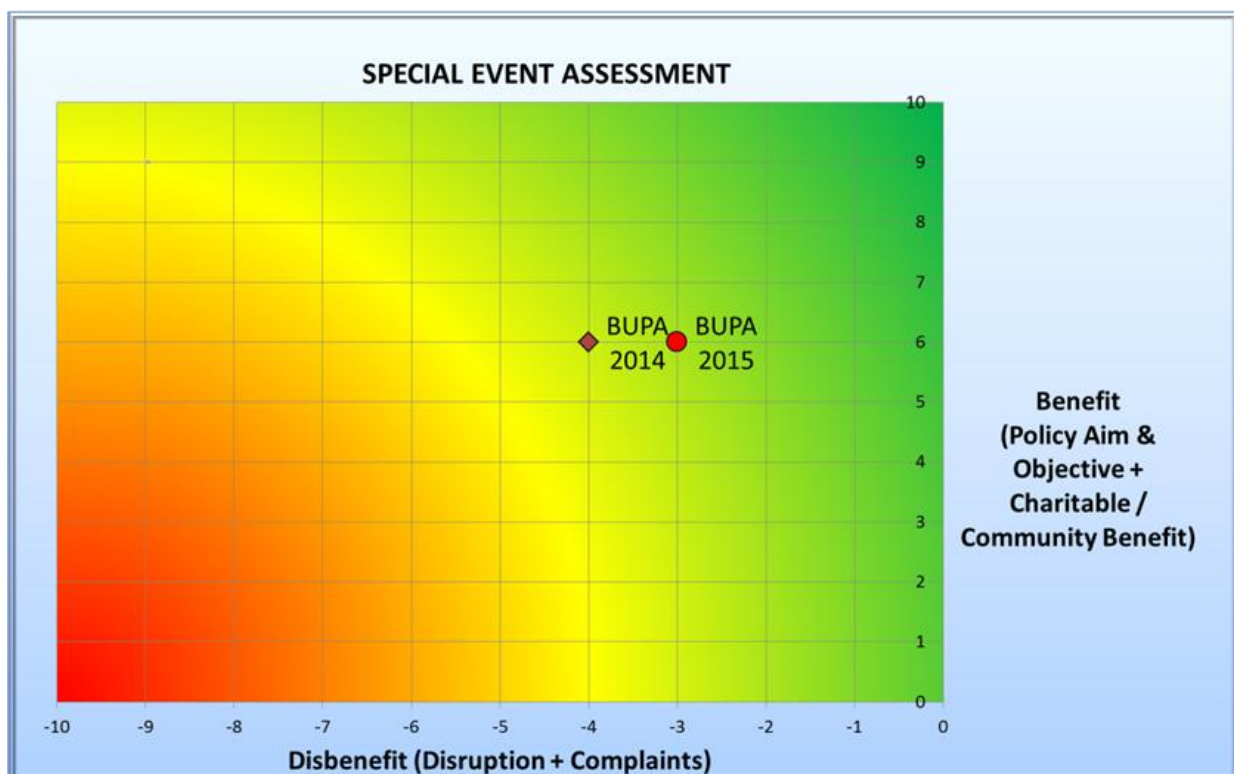
26. The BUPA 10k Road Race, with around 10,000 participants, will be in its 7th year in May this year, and takes place over four hours on the morning of a Sunday (2014) or Bank Holiday Monday (2015).

27. For this event, there will be two key changes between 2014 and 2015:

- The Holborn Viaduct corridor will be used instead of Victoria Embankment
- The 2015 route will only go as far east as Bank, instead of Leadenhall Market

28. This second change will mean Bishopsgate is kept open, which is a major improvement, allowing us to reduce the impact score in the table below.

Benefit / Disbenefit	Criteria	2014 Event		Revised 2015 Proposal	
		Rating	Score	Rating	Score
Benefit	Policy Aims & Objectives	Community strategy	+2	Community strategy	+2
	Charity / Community	Charitable contribution	+4	Charitable contribution	+4
<b>Total Benefit</b>			<b>+6</b>		<b>+6</b>
Disbenefit	Disruption & Impact	Extensive w/end road closures	-3	Limited w/end road closures	-2
	Likely Complaints	Small number	-1	Small number	-1
<b>Tot. Disbenefit</b>			<b>-4</b>		<b>-3</b>

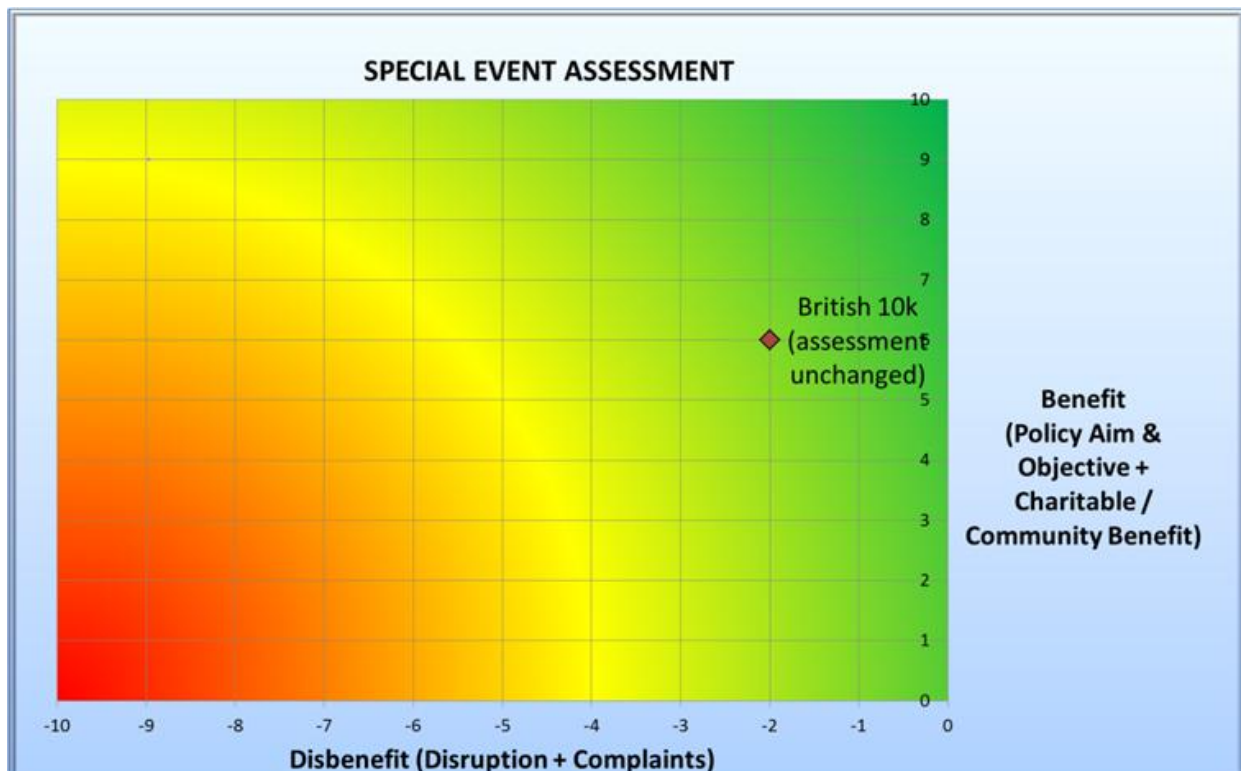


British 10k (July – Date TBC)

29. With a simple reorientation of the route, July’s British 10k event is expected to have a minimal impact on the City in 2015. This community fun run will be in its 7th year in 2015, and takes place on a Sunday morning.

30. The route in 2014 entered the City via Victoria Embankment and turned around at Puddle Dock, before returning to Westminster. For 2015, it will enter the City from the Strand into Fleet Street, turn prior to Ludgate Circus, and then return the same way. If anything, the impact may be slightly less than the previous route which closed Victoria Embankment, but for now our assessment remains unchanged.

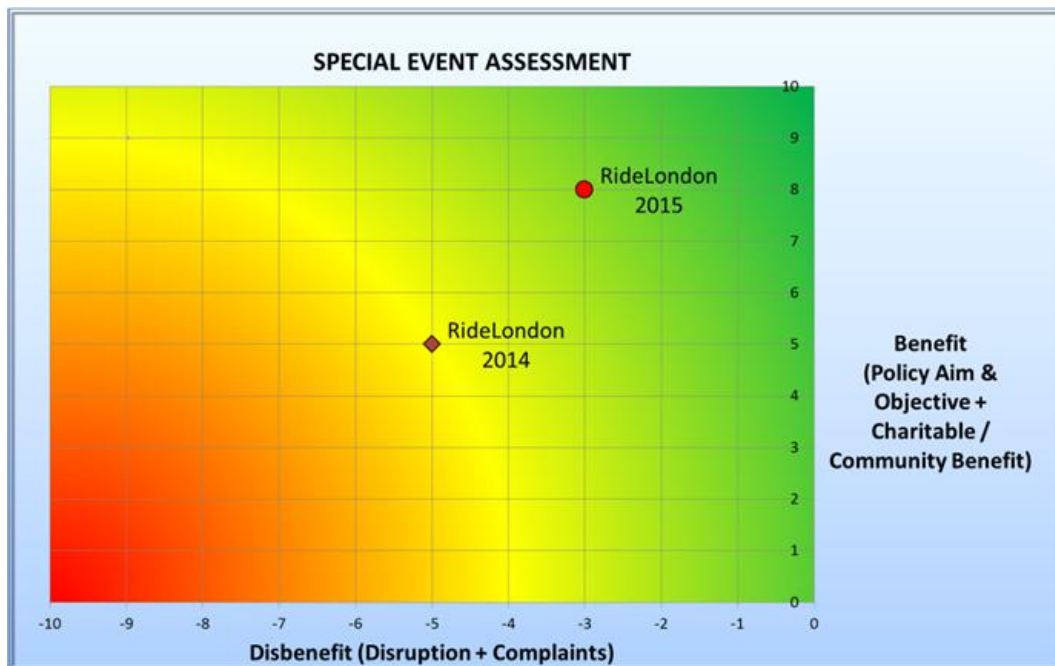
Benefit / Disbenefit	Criteria	2014 Event		Revised 2015 Proposal	
		Rating	Score	Rating	Score
Benefit	Policy Aims & Objectives	Community strategy	+2	Community strategy	+2
	Charity / Community	Charitable contribution	+4	Charitable contribution	+4
<b>Total Benefit</b>			<b>+6</b>		<b>+6</b>
Disbenefit	Disruption & Impact	Limited w/end road closures	-2	Limited w/end road closures	-2
	Likely Complaints	None	0	None	0
<b>Tot. Disbenefit</b>			<b>-2</b>		<b>-2</b>



## RideLondon Two Day Cycling Event (1 & 2 Aug)

31. Saturday's 'free cycle' all day public participation event closes streets in the centre of the City around Guildhall and Bank, as well as a large number of streets across Central London, connecting London's iconic locations and buildings.
32. Instead of using Victoria Embankment again, this year's event will also use the Holborn Viaduct corridor to reach the City, before closing much the same area around Guildhall and Bank. Given this event is promoted across London as a cycle-friendly event, and through traffic is discouraged from entering Central London completely, Saturday's event will have much the same impact as in previous years.
33. In terms of Sunday's semi-professional and club rider race, it is proposed that the route from Stratford to Surrey will also move away from the Embankment, and instead use a brand new route through the City, namely Tower Hill, Eastcheap, Cannon Street, New Change, Holborn Viaduct, Fetter Lane and Fleet St to Westminster. However, there is another key change this year in that the professional riders will now start in Westminster rather than Stratford. This will mean the City's streets will reopen much earlier than before ie by 10am instead of 3pm, well before traffic starts to build, and leading to significantly less impact.
34. This, together with a lack of complaints, better managed access arrangements, a greater volume of charitable donations from individual sponsorship, a robust communications plan in place and greater public buy-in to the event, means the 2015 assessment is much improved, both in terms of benefit and disbenefit.

<b>Benefit / Disbenefit</b>	<b>Criteria</b>	<b>2014 Event</b>		<b>Revised 2015 Proposal</b>	
		<b>Rating</b>	<b>Score</b>	<b>Rating</b>	<b>Score</b>
Benefit	Policy Aims & Objectives	London significance	+4	London significance	+4
	Charity / Community	Small community benefit	+1	Charitable contribution	+4
<b>Total Benefit</b>			<b>+5</b>		<b>+8</b>
Disbenefit	Disruption & Impact	Extensive w/end road closures	-3	Extensive w/end road closures	-3
	Likely Complaints	Some political	-2	None	0
<b>Tot. Disbenefit</b>			<b>-5</b>		<b>-3</b>



### Summary

35. In summary, it is thought that the proposals for each of these events are sufficiently balanced that they should be supported. Each has a record of being well attended, well managed, and of helping to support charitable fund raising, with RideLondon in particular having a significant London-wide profile.
36. Each event will require significant further discussions to finalise matters of access to premises, noise control and public communications, but as noted earlier, it is thought that the overall impact of each event will be no worse than before, and in some cases, it may in fact be better.
37. It is therefore recommended that Members agree to support the retention of the British 10k, BUPA 10k and RideLondon events through the City with these amended routes.

### **Smithfield Nocturne**

38. In terms of the Smithfield Nocturne, this annual cycling event took place for the seventh time in 2014, and as in previous years, it proved to be well supported and popular, attracting significant numbers of participants, spectators and (for the first time in 2014) licenced street trading.
39. However, the scale of the event had grown considerably in recent years, leading to some disquiet from Smithfield Market and the Traders' Association about the Smithfield area's continued agreement to host the event. In turn, this year's event attracted criticism from a number of other City sources, including:
- Noise complaints from as far away as the Barbican
  - Inadequate medical support
  - Crowds and participants too large in number for the space available
  - Anti-social behaviour



- Illegal (as opposed to licenced) street trading
- Problems of maintaining access

40. These problems were raised with the organisers (Face Partnership) to address, but the Smithfield Market Traders' Association and the Markets Department have since confirmed they do not want the event taking place at the Market. Without their support, the event becomes unsustainable at Smithfield, and a new location would have to be identified.

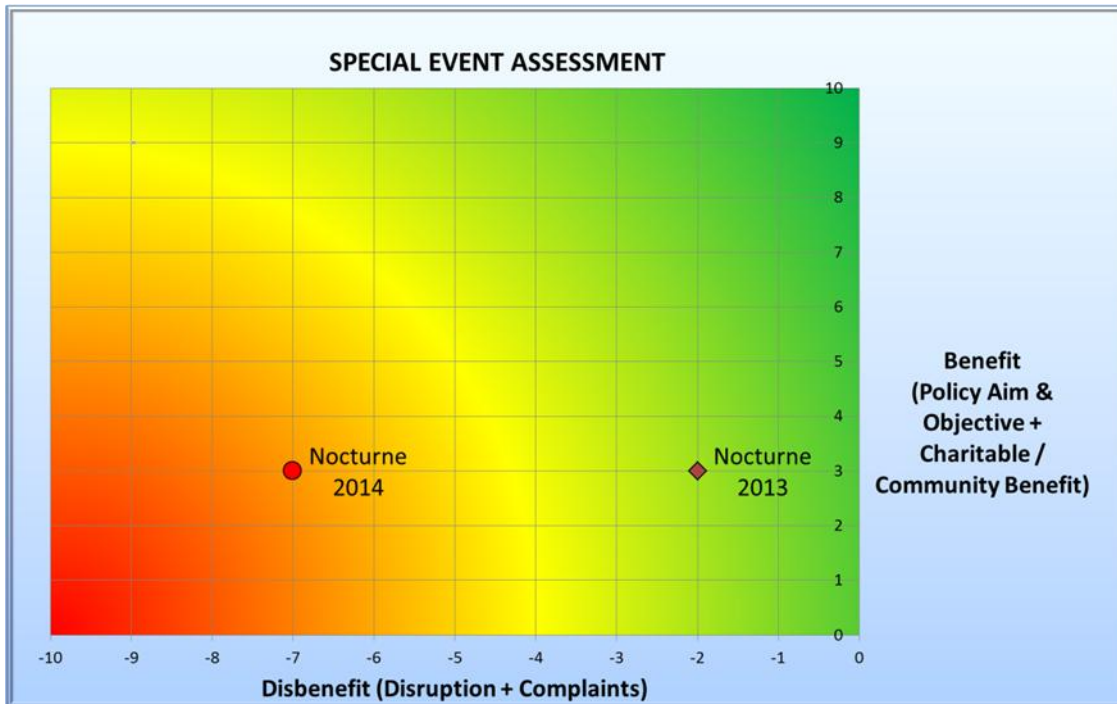
41. Face Partnership have made some suggestions to City officers, but so far they typically require making use of a much larger road closure 'footprint' to account for the large numbers who have previously attended. Not only would such a 'footprint' significantly increase the disruptive impact on traffic, but it would also overlap with other streets used regularly for other events. One of the positive aspects of the Nocturne taking place at Smithfield had been that it was relatively self-contained, and impacted an area not otherwise affected by special events (except the Lord Mayor's Show).

42. As a result, these outline proposals have not sufficiently satisfied our 'test of reasonableness' in order for officers to propose them to Members, particularly given the wider impact that CSH will have in 2015. Therefore, there is every expectation that the event will not take place in the Smithfield area (or the City) this year, and in fact may have to be cancelled.

43. It is appreciated that the Nocturne was seen to contribute to the City's visitor offer, and its cancellation or relocation outside the Square Mile would have a significant and negative impact, contrary to the priorities and aims of the visitor strategy. However, with the Market now unwilling to host the Nocturne, and without a viable alternative circuit, it is unlikely to happen this year. There remains a short window for the organisers to propose a workable plan, but time is extremely limited. If this position changes, a further report or briefing note will be brought to Members.

44. In the case of the Smithfield Nocturne, the event assessment framework below shows the event's assessment for previous years, and how this changed to the point where Smithfield Market has since withdrawn its support for the event.

Benefit / Disbenefit	Criteria	2013's Event		2014's Event	
		Rating	Score	Rating	Score
Benefit	Policy Aims & Objectives	CoL Partner	+3	CoL Partner	+3
	Charity / Community	Fully Commercial	0	Fully Commercial	0
<b>Total Benefit</b>			<b>+3</b>		<b>+3</b>
Disbenefit	Disruption & Impact	Limited w/end road closures	-2	Limited w/end road closures	-2
	Likely Complaints	None	0	Serious, numerous & political	-5
<b>Tot. Disbenefit</b>			<b>-2</b>		<b>-7</b>



## Go Kart Event – 26 July 2015

### Background

45. The City Go-Kart Grand Prix is proposed as a private event on the public highway, involving a day of parades and go-kart races, aimed particularly at the Livery Companies and City businesses.

46. The event's aims are:-

- To raise funds for the Lord Mayor's Appeal;
- To raise funds for the participating Livery Companies and other entrants;
- To raise funds for the Glovers' Company (including cost recovery as the lead promoters of the event);
- To create a successful annual outdoor event at which participating City organisations and their Members can meet and enjoy 'good fellowship'.

47. The circuit would surround the Guildhall (Gresham St, Aldermanbury, Basinghall Ave and Basinghall St), with Aldermanbury Square being used as a pit area. In addition, access to Guildhall for hospitality purposes has been proposed. The event organisers have employed accredited experts from the National Karting Association and the Motorsports Association, and they have suggested the event is technically feasible and can be run in a safe manner.

48. The organisers are hoping to attract around 7,000 ticketed spectators, and nearly 100 go kart entries, with multiple drivers per entry. They have already approached the Lord Mayor (who would act as Grand Marshall for the event) and a number of Aldermen, receiving their 'in principle' support. The Lord Mayor's diary has also been considered when selecting the proposed date.

## Legal Consent

49. In terms of assessing this event, the key consideration has been the legal basis on which such an event can be held on the public highway. The law prohibits motor races or trials of speed for motor vehicles on the public highway under the Road Traffic Act 1988, which includes offences based around dangerous and careless driving that would otherwise interfere with legitimate sporting events. The Road Traffic Regulation Act 1984 also states that road closure traffic orders cannot be used for races that fall under the Road Traffic Act 1988 definition. (By contrast, off-road events are outside the scope of these powers, resulting in motor sport events and races always being held off the public highway.)
50. Clarification is still being sought as to whether the law applies to go-karts in the same way as it would 'normal' road worthy motor vehicles, but as it stands, it would appear that permission to hold the proposed event would depend on the City Police and City Corporation's ability or willingness to suspend the Road Traffic Act.
51. To help us understand whether or how this might be possible, the Go-Kart organisers have cited examples of similar events held elsewhere. However, on further investigation, these have either been found to have taken place on private land, or were processions rather than races, or even been authorised by specific Private Members Bill through Act of Parliament.
52. As a result of persistent lobbying by the motor sports industry to amend these restrictions, the Government is coincidentally expected to introduce new legislation later this year that will allow motor racing events to take place on the highway, subject to the support of their sport's governing body. These powers are proposed under the Deregulation Bill which is currently in the Committee stage in the House of Lords, but there is no indication yet as to when this will come into force. As a result, it is not expected to be available in relation to this event, although it could legitimise future event applications.
53. Clearly, if the City is unable to legally allow such an event to take place on the highway, the consent will be withheld. Notwithstanding this, an early view is sought from Members regarding the appropriateness of holding such an event in the City, as even if the consent is withheld for the moment, this event may be proposed again once the new legislative powers come into force. In addition, once one event is authorised, it may be seen to set a precedent for other similar events in future.

## Benefits: Policy Aims & Objectives

54. The event organisers have sounded out a number of Livery Companies and have suggested the event would attract significant interest and support. As a result, they believe the event could be run effectively and safely, while raising a considerable amount for the Lord Mayor's Appeal and the Livery movement. **Therefore, this is assessed as +3 out of 5 (ie CoL Partner / Stakeholder) for Policy Aims & Objectives on the Event Assessment Matrix due to its proposed linkage to these key City stakeholders.**

### Benefits: Charity / Community Benefit

55. It is not intended to publicise the race as a public event, but organisers are confident they can sell sufficient tickets and driver places to ensure the event is commercially viable. Their target is to aim for 30% of turnover to be allocated to the Lord Mayor's appeal, various livery 'good causes' and other charitable contributions. **Therefore, this is assessed as +4 (ie Charitable contribution) for Charitable Benefit on the Event Assessment Matrix.**

**Therefore, the Total Benefit assessment is +7 (out of 10).**

### Disbenefits: Disruption & Impact

56. The event will require the streets around Guildhall to be closed for the duration of Sunday, with parking suspended from the day before. This will cause disruption, but it is likely to be localised to this immediate area. No strategic roads or bus routes will be affected, and currently there are no other major activities or works planned for that day. However, appropriate pedestrian access to premises on or around the route must be maintained. **Therefore, this is assessed as -2 (ie Limited weekend road closures) for Disruption & Impact on the Event Assessment Matrix.**

### Disbenefits: Likely Complaints

57. The event organisers have proposed that the race set up begins as early as 5am, with practice sessions from 7am, and full competitive racing between 10.15am and 5pm. As the proposed date is a Sunday, there are significant concerns regarding the level of noise and the start time, but the organisers have said they are open to looking at changing this timing. **Therefore, this is currently assessed as -3 (ie numerous non-political) for Likely Complaints. There is scope for this to be reduced if the organisers modify their start time or satisfy officers on the noise of the karts themselves, or equally for this to increase if Members felt it would lead to significant problems that could not be resolved.**

**Therefore, the Total Disbenefit assessment is -5 (out of -10).**

### 2015 Event Calendar

58. The choice of July is understandable given the likely weather, but this is the weekend prior to TfL's established RideLondon cycle event that will affect much of the City for both Saturday and Sunday.

### Risks & Issues

59. Briefly, other issues that will need further consideration include:

- Insurance and indemnities
- Event management, stewarding, security and spectator control
- Cleansing, including litter and the potential for diesel spills

- Road surface and damage
- Emergency services' roles & responsibilities
- Licensing & catering
- Grandstands

#### Summary: Current Event Status

60. The event organisers have presented a well-balanced, in depth and coherent proposal, but approval for an event this year is now dependent on the City's legal ability to authorise it. Notwithstanding this, the above assessment is still relevant, and is summarised in the table below.

<b>Benefit / Disbenefit</b>	<b>Criteria</b>	<b>Rating</b>	<b>Score</b>
Benefit	Policy Aims & Objectives	CoL Partner / Stakeholder	3
Benefit	Charity / Community Benefit	Charitable contribution	4
Disbenefit	Disruption & Impact	Limited weekend road closures	-2
Disbenefit	Likely Complaints	Numerous non-political	-3

61. Using the Event Assessment Matrix, this places the event clearly in the **Amber** category (see paragraph 63 below), where the combination of benefits and disbenefits place it on a par with the Great City Race.

62. At this point in the event assessment process, it is now appropriate to ask Members whether they would consider supporting the Go-Kart Grand Prix. As with all events, support by Members would not preclude the need for the event to satisfy the City's Safety Advisory Group on matters of noise control, access to premises and Health & Safety. In this instance, any support or agreement by officers, the police or Members must also be subject to the organisers satisfying the legal requirements regarding the power to allow such events to take place on the public highway.

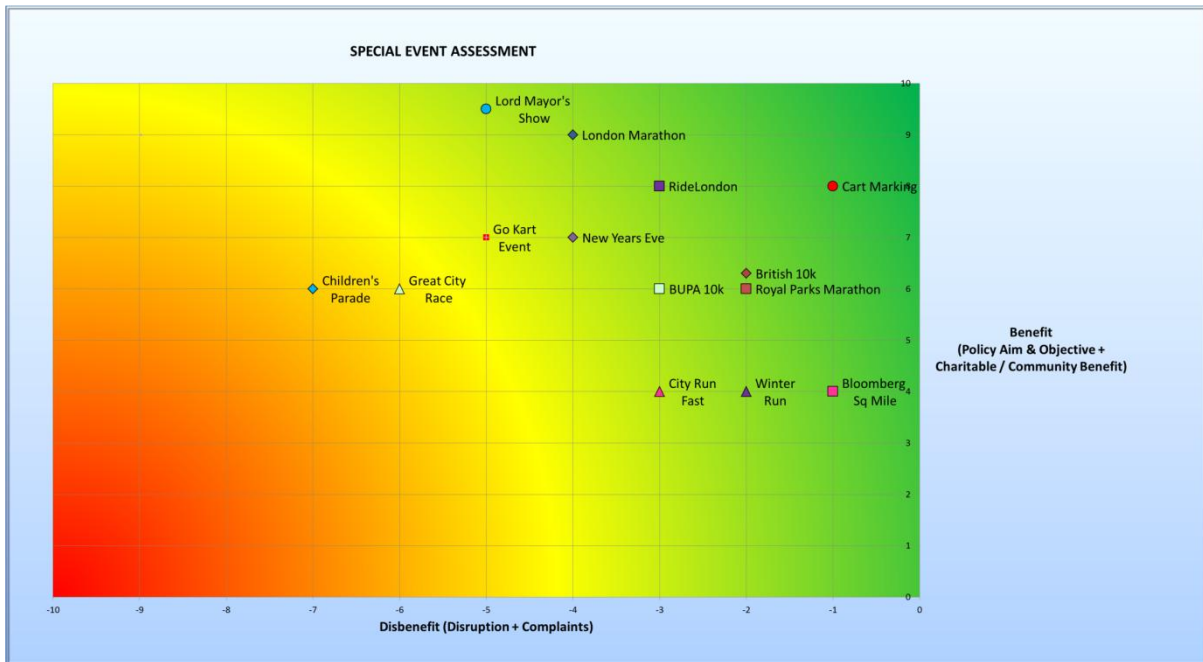
#### **Overall Event Programme for 2015**

63. Using the Event Assessment Matrix to reflect on events planned for this year compared to 2014, the vast majority are now clearly in the **'green'** zone. Events such as RideLondon and the Great City Race having taken significant steps towards improving the benefits they offer, and / or address the problems they create, and the inaugural Run Fast event last year was sufficiently well organised for officers to positively reassess it for this year.

64. In addition, some events that were located in the **'red'** or **'amber'** zones last year have either been cancelled, diverted out of the City or were one-off events for 2014 only. Nevertheless, this improved overall position reflects the positive steps taken by officers and event organisers to demonstrate better 'value' to the

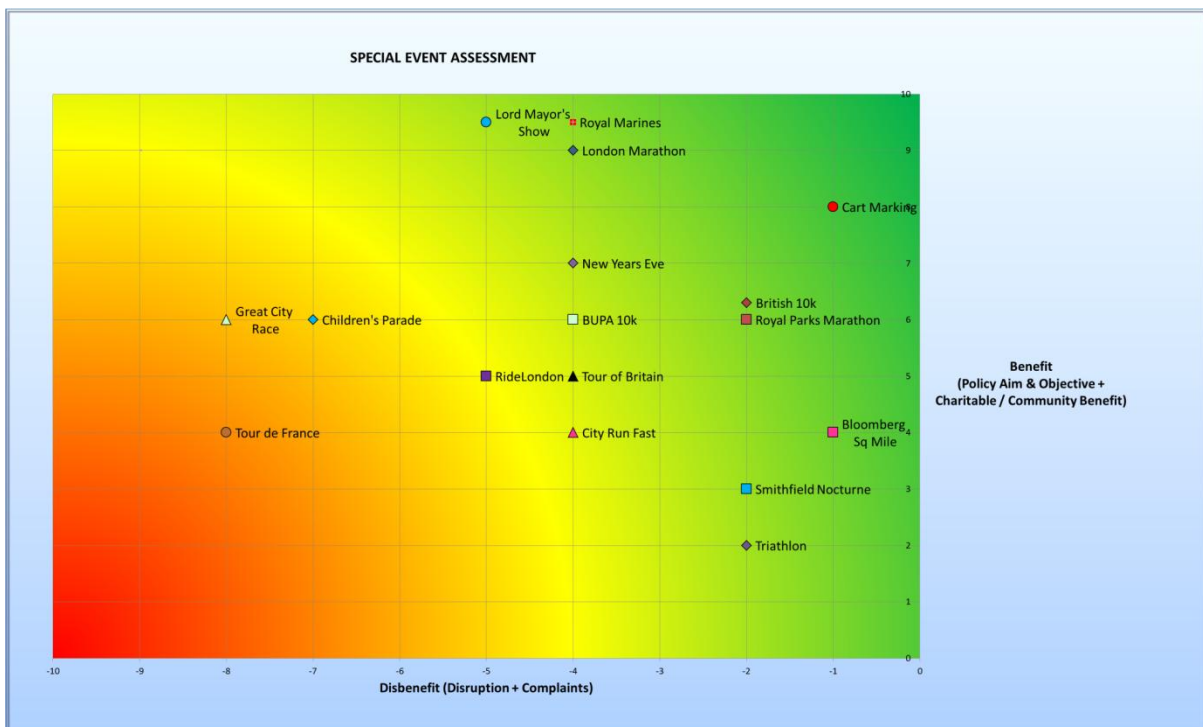
community of these events, and a willingness to take action in order to address past problems.

*Event Assessment Matrix, 2015*



65. For comparison purposes, the same matrix is repeated below for events in 2014.

*Event Assessment Matrix, 2014*



## **Conclusion**

66. Events in the City continue to be generally well run, with professional event organisers co-operating with City officers to deliver successful events, and finding ways to minimise the disruption they cause. Effective communications to Members, businesses and residents remains essential to every proposed event, from direct letter drops and using the City's Twitter feed (@squarehighways), to Committee reports such as this one.
67. The Event Assessment Matrix demonstrates that further progress has been made in developing the event plan for 2015, and that although TfL's Cycle Super Highway construction will present new challenges, a robust defence of the needs of City stakeholders has led to a number of positive outcomes.
68. In the meantime, the City remains an attractive location for event promoters, despite the increasing demand for the City's roadspace in terms of utility works, street scene enhancements and major transportation projects such as Crossrail. Further Committee reports will look to inform Members of the range of network management issues being addressed, where special events overlap with these other aspects of activity on the streets of the City.

## **Appendices**

- Appendix 1 – Special Event Timeline (2015)
- Appendix 2 – Summary of Events for 2015

## **Background Papers**

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## Appendix 1: Special Event Timeline (2015)

Special Event Timeline: 2015			Cumulative Disruption									
Date	Event	Disruption	Month	Week	1	2	3	4	5	6	7	8
01/02/2015	London Winter Run	-2	Jan	1								
26/04/2015	London Marathon	-4	Jan	2								
25/05/2015	BUPA 10k	-3	Jan	3								
14/06/2015	City Run Fast	-3	Jan	4								
June (TBC)	Children's Parade	-7	Feb	5	Winter Run							
09/07/2015	SC Great City Race	-5	Feb	6								
July (TBC)	British 10k	-2	Feb	7								
15/07/2015	Cart Marking	-1	Feb	8								
26/07/2015	Go Kart Event	-5	Mar	9								
1&2/08/2015	RideLondon	-3	Mar	10								
Sept (TBC)	Bloomberg Sq Mile	-1	Mar	11								
Oct (TBC)	Royal Parks Marathon	-2	Mar	12								
14/11/2014	Lord Mayor's Show	-5	Mar / Apr	13								
31/12/2014	New Years Eve	-4	Apr	14								
			Apr	15								
			Apr / May	16	London Marathon							
			May	17								
			May	18								
				19								
				20								
				21	BUPA 10k							
			June	22								
				23								
				24								
				25	Run Fast							
			June / July	26	Children's Parade							
			July	27								
				28	Great City Race							
				29	Cart Marking							
				30	Go Kart							
			Aug	31	RideLondon							
				32								
				33								
				34								
			Aug / Sept	35								
			Sept	36								
				37								
				38	Sq Mile							
			Sept / Oct	39								
			Oct	40	Royal Parks							
				41								
				42								
				43								
			Nov	44								
				45	Lord Mayor's Show							
				46								
				47								
			Nov / Dec	48								
			Dec	49								
				50								
				51								
			Dec / Jan	52	New Year's Eve							

	Embankment / Thames St only (w/e)
	Embankment / Thames St (Mon daytime)
	City (w/e)
	City (Mon-Fri, evening)
	City (Mon-Fri, daytime)



**APPENDIX 2 - SUMMARY OF EVENTS FOR 2015**

<b>EVENT</b>	<b>DAY &amp; DATE</b>	<b>TIMES</b>	<b>ORGANISER</b>	<b>APPROVAL AUTHORITY</b>	<b>BENEFIT OF EVENT</b>	<b>NO.</b>	<b>EVENT HISTORY</b>	<b>CITY OF LONDON ROUTE</b>
London Winter Run	1 February Sunday	7am-2pm	Human Race Ltd	TfL / City of London	Charity fund raising plus local sporting initiatives	15,000	1 <sup>st</sup> Year (agreed previously)	Embankment, Upper Thames St, Queen Vic St to St Pauls
London Marathon	26 April Sunday	7am-6pm	London Marathon Limited	Transport for London	Significant charity fund raising, plus surplus used to support specific sporting projects.	35,000	Established event of more than 22 years	Embankment & Upper / Lower Thames St
BUPA 10K Road Race	25 May Bank Holiday Monday	10am-12.30pm	London Marathon	Westminster / City of London	Funds from this race promote sporting initiatives to the City's resident and workforce population	10,000	7th year	Holborn, Holborn Viaduct, Cheapside to Bank area
City of London Mile – Run Fast	14 June Sunday	8am-midday	Run Fast Ltd	City of London	Raising money for local and national charities.	2,000	2nd year	St Paul's, Cannon Street, Queen Victoria Street, Bank, Cheapside

Children's Parade	June (TBC) Weekday lunchtime	1 hour (lunch time)	City of London Festival	City of London	Carnival Procession for local schools.	1,000	5th year	Gresham St, Bank/Cheapside to St Pauls
Standard Chartered Great City Race	9 July Thursday evening	7pm- 8.30pm	London Marathon Ltd	City of London	Highly popular with City institutions & sponsored by a City company.	6,000	9th year	City Road, London Wall, Bank area & Cheapside.
British 10K Road Race	July (TBC) Sunday	7am-2am	BUPA	Westminster / City of London	Raising funds for charitable organisations.	5,000	7th year	Fleet St
Cart Marking	15 July Wednesday	7am-2am	Worshipful Company of Carmen	City of London	Historical City event to mark trade vehicles	1,000	Annual event	London Wall, Gresham St, Guildhall area
Go Kart Grand Prix (proposed)	26 July Sunday	All day with 5am start	Worshipful Company of Glovers	City of London	Raising funds for the Lord Mayor's charity	7,000	Proposed new event	Gresham St, Guildhall area
RideLondon	1/2 August Saturday /Sunday	7am-6pm	GLA/TfL	Transport for London, City of London & other highway authorities	Mass participation event to promote cycling, inc Mayoral initiatives.	75,000	3rd year	Central CoL & Holborn, Holborn Viaduct
Bloomberg Square Mile Run	September (TBC) Thursday	5pm- 8.30pm	London Marathon Ltd	City of London	Participants drawn from City institutions raising money for	5,000	More than 6 years	Gresham St only (rest of route on f/w)

	evening				charity.			
Royal Parks Half Marathon	October (TBC) Sunday	9am-midday	Royal Parks	Royal Parks and Transport for London	Charitable event for Royal Parks Foundation.	5,000	7 <sup>th</sup> year	Victoria Embankment west of Blackfriars.
Lord Mayor's Show	14 Nov Saturday	7am-4pm	City of London	City of London / Westminster and Transport for London	Procession to facilitate the Lord Mayor's obligations to the Sovereign.	6,000	Historical event.	City area west of Bishopsgate.
Lord Mayor's Show Fireworks	14 Nov Saturday	5pm-6pm	City of London	Transport for London, Westminster & City of London	Fireworks to support the Lord Mayor's Show event	2,500	3rd Year (in new format)	Blackfriars, Victoria Embankment & Waterloo Bridge
New Year's Eve Fireworks	31 Dec Thursday	From b/w 2-10pm until after midnight	GLA	Transport for London, Westminster & City of London	Focus of the UK's End of Year celebrations	10,000	Annual Event	Blackfriars area

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<b>Committees:</b>	<b>Dates:</b>	
Streets and Walkways Sub-Committee	19/01/2015	
Projects Sub-Committee	21/01/2015	
<b>Subject:</b> Mitre Square – EE086	Gateway 3 Outline Options Appraisal	<b>Public</b>
<b>Report of:</b> Director of the Built Environment		<b>For Decision</b>

## Summary

### Dashboard

**Project status:** Green

**Timeline:** Gateway 3

**Project estimated cost:** £1m - £1.5m

**Spend to date:** £17,568 (as of 30 November 2014)

**Overall project risk:** Green

### Progress to date

In July 2014 Members approved the initiation of a project to enhance the public realm in the vicinity of Mitre Square. The project ties into the redevelopment of the International House site and the associated Section 106 agreement.

In accordance with the obligations of the Section 106 agreement, the City has established a Working Party to guide the environmental enhancement project. The Working Party comprises key local stakeholders, namely the developer of the site and the Sir John Cass school, and City officers. The Working Party has met twice and has established a series of objectives that are set out in Appendix 1 and form the basis of the project direction and the Gateway 3 approval.

Owing to the need to work with stakeholders in this way and to establish an early understanding to define the scope of the project, it was not considered appropriate to produce design options at this stage, but rather to provide a clear agreement with all parties on what the project should seek to achieve. Options that deliver on the agreed objectives will therefore be developed for consideration at Gateway 4.

Alongside this process, a Section 278 agreement has been drafted in liaison with the developer. This agreement will cover highway works necessary to accommodate the development, and any other remedial or reparation works. It is anticipated that this agreement will be concluded in January 2015.

### Proposed way forward

The Working Party has unanimously agreed the objectives for the project and the scope of the survey and information gathering work that needs to be carried out before design work commences. Members' agreement of these is now sought in order to move forward.

To ensure that proposals meet the needs of the area, the Working Party will continue to provide local input and guidance on the options as they are developed.

Once options have been drafted a wider public consultation is planned to ensure that stakeholders in the wider area are given an opportunity to consider and comment on the proposals. This will be carried out ahead of a Gateway 4 report being presented to Members.

### **Procurement Approach**

The works are proposed to be implemented in coordination with the developer's programme. At this stage, the preferred approach for implementation of the works is to utilise the City's highways term contractor, who was appointed under a competitive tendering process. However, this will be confirmed at the next gateway.

### **Financial Implications**

To date, £17,568 of staff costs have been incurred; this has involved drafting of the Section 278, consultation with local stakeholders, and the coordination of Working Party meetings. The Fees allocation approved at the previous Gateway has not yet been utilised; this is owing to the change in approach to the design process, meaning that any required survey work will be undertaken as part of the next tranche of work.

It is anticipated that the full project costs will be met through the same Section 106 agreement, and also through the Section 278 agreement relating to the development.

### **Recommendation**

It is recommended that Members:

- Approve the Scheme Objectives as detailed in Appendix 1;
- Authorise the progression of the project and the release of funds, as set out in Section 16 and Appendix 4 (Table 2) of this report.

### **Appendices**

<b>Appendix 1</b>	Scheme Objectives and Next Steps agreed by the Project Working Party
<b>Appendix 2</b>	Gateway 2 Project Proposal Report
<b>Appendix 3</b>	S106 plan of the project area
<b>Appendix 4</b>	Financial summary

### **Contact**

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<i>Proposal</i>															
<b>1. Brief description</b>	<p>Options are to be developed based on the project objectives that have been agreed by the Working Party (see Appendix 1).</p> <p>These objectives stem from an analysis of local needs that have been identified by officers through initial consultation with key local stakeholders, namely the developer of the International House site and Sir John Cass's Foundation School.</p> <p>The next steps to reach Gateway 4 include a transport assessment that will assess existing and future needs, design development that will address key objectives and further consultation with the Working Party and local occupiers.</p>														
<b>2. Scope and exclusions</b>	<ul style="list-style-type: none"> <li>• The core design proposals are restricted to the areas of public highway within the boundary of the plan in Appendix 3 that forms part of the Section 106 agreement;</li> <li>• Any remedial or reparation works, or those which are required to facilitate the development, will be funded through a separate Section 278 agreement, but the design and implementation of these works will dovetail with the wider enhancement works;</li> <li>• Any implications of adjacent works (i.e., the Aldgate Major Scheme and the expansion of the School) will be taken into detailed consideration at the next gateway.</li> </ul>														
<i>Project Planning</i>															
<b>3. Programme and key dates</b>	<table border="1"> <thead> <tr> <th>Task</th> <th>Target date</th> </tr> </thead> <tbody> <tr> <td>Design development</td> <td>Spring 2015</td> </tr> <tr> <td>Public consultation</td> <td>Summer 2015</td> </tr> <tr> <td>Gateway 4</td> <td>Autumn 2015</td> </tr> <tr> <td>Detailed design</td> <td>Winter 2015 – 2016</td> </tr> <tr> <td>Gateway 5</td> <td>Early 2016</td> </tr> <tr> <td>Start on site</td> <td>Summer 2016</td> </tr> </tbody> </table>	Task	Target date	Design development	Spring 2015	Public consultation	Summer 2015	Gateway 4	Autumn 2015	Detailed design	Winter 2015 – 2016	Gateway 5	Early 2016	Start on site	Summer 2016
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	Gateway 4	Autumn 2015													
	Detailed design	Winter 2015 – 2016													
	Gateway 5	Early 2016													
Start on site	Summer 2016														
<b>4. Risk implications</b>	<ul style="list-style-type: none"> <li>• <b>Objections from local occupiers and residents</b> Mitigate by developing design options that take account of local needs and carry out public consultation. Continue to use the project Working Party already established.</li> <li>• <b>Design options do not meet the aspirations of the Working Party members</b> Mitigate through agreement of design options by the Working Party.</li> </ul>														

	<ul style="list-style-type: none"> <li>• <b>Other works in the area impact on the project programme</b> Manage by liaising closely with colleagues, assessing site access requirements and sharing relevant programmes.</li> <li>• <b>Relevant Traffic and Parking Orders cannot be made</b> Mitigate by discussing any necessary Orders during the next stage of design.</li> </ul>
<b>5. Stakeholders and consultees</b>	<p>The Working Party is a requirement of the Section 106 for the development. The remit of the Working Party is set out in the Section 106 as follows:</p> <p>“The Working Party shall consider and agree the proposed design of the Enhancement Works (or part thereof) and shall also consider any changes arising thereto once the design has been signed off save that the design in respect of the Enhancement Works (or part thereof) will also need to be agreed by the relevant committee of the City Corporation”.</p> <p>The Working Party is chaired by the City of London, and comprises representatives from the developer and their professional advisory team, and Sir John Cass’s Foundation School.</p> <p>As part of the next stage of design work, and before the next Gateway report, residents and other stakeholders (e.g., Ward Members, School Governors) will be consulted on the emerging proposals.</p>
<b>Resource Implications</b>	
<b>6. Total Estimated cost</b>	£1m - £1.5m
<b>7. Funding strategy</b>	The project is to be entirely funded through the relevant Section 106 and Section 278 agreements.
<b>8. Ongoing revenue implications</b>	To be confirmed at the next Gateway.
<b>9. Affordability</b>	The estimated cost of the project is fully funded under the terms of the existing Section 106 agreement and the associated Section 278 agreement.
<b>10. Procurement strategy</b>	The City’s highways term contractor is likely to be recommended to implement the scheme. This is to be confirmed at the next gateway. Any other consultants that are deemed to be necessary shall be appointed by competitive tender (where appropriate) through the City of London Procurement Service.
<b>11. Legal implications</b>	There a no specific legal implications at this stage. Any emerging implications will be reported at the next Gateway.



<p><b>12. Transport implications</b></p>	<p>Officers have identified several transport issues related to parking, loading and vehicle access that will need to be taken into account in the development of options. These are set out in Appendix 1.</p> <p>It is proposed that a transport study is carried out as part of the development of options in order to ensure that the design meets local needs and also takes account of the impact of the new development and other developments in the area.</p>
<p><b>13. Equality Impact Assessment</b></p>	<p>Officers have carried out an initial equalities impact assessment as part of the project initiation.</p>
<p><b>14. <u>Recommendation</u></b></p>	<p>It is recommended that Members approve the Scheme Objectives as set out in Appendix 1, and also approve the resources required to reach the next Gateway as set out in section 16 of this report.</p>
<p><b>15. Next Gateway</b></p>	<p>Gateway 4 – Detailed Options Appraisal</p>
<p><b>16. Resource to reach next Gateway</b></p>	<p><b>Total - £45,000</b></p> <p>Staff costs (Environmental Enhancement) - £15,000 (S106)</p> <p>Staff costs (City Transportation) - £12,000 (S278)</p> <p>Staff costs (Highways) - £3,000 (S278)</p> <p>Fees - £15,000 (S278)</p> <p>These figures are inclusive of funds already approved at the previous Gateway (see Appendix 4).</p>

## Appendix 1 - Scheme Objectives and Next Steps agreed by the Project Working Party

<b>Mitre Square – Issues, Objectives &amp; Next Steps</b>			
<b>ID</b>	<b>Issue</b>	<b>Objective</b>	<b>Next steps</b>
<b>Transport</b>			
T1	Car-based pick up / drop off of pupils in the morning and afternoon	TO1: To provide formal / informal waiting facilities at suitable locations to meet local needs.	Commission a transport study to identify current and future levels of parking, waiting and loading  Liaise with Sir John Cass's School regarding updating their School Travel Plan, to encourage more sustainable and active modes of travel
T2	On-street parking facilities for users of the area		
T3	Accounting for parking potentially displaced from the school		
T4	Loading and servicing for the new pavilion in the Aldgate western space	TO2: To provide adequate space on-street for loading and servicing to meet local needs	
T5	Vehicle dominance of the eastern space	TO3: To provide adequate facilities for all future vehicle uses of the space, including cyclists and emergency access	
T6	Cyclists moving through Creechurch Lane		
T7	Ensuring that the future growth in cyclists, particularly amongst schoolchildren, is catered for		
<b>Community</b>			
C1	Achieving a balance between users of the space, particularly office workers and school children	CO1: To create a design that best fits the space with consideration towards (various) user needs and times of day, and which incorporates sufficient design flexibility to meet those needs	Commission a survey of pedestrian numbers and activity in the area, particularly to understand the different uses and peaks of activity at various times of day, and also to identify any 'hot-spots' in terms of noise and anti-social behaviour, including at night time
C2	Peaks of tourists for short periods, especially in the early evening		
C3	Children playing in the space		
C4	Parents waiting to collect children		
C5	The public realm caters for the increase in office workers in the area		

C6	Use of the retail unit within the development		
<b>Security</b>			
S1	Users of the space feeling safe and secure, particularly at night time	SO1: To ensure that users of the area feel safe and the public realm is designed to limit opportunities for anti-social behaviour, taking into account the evening and night-time use of the area and residential amenity  SO2: To ensure that any necessary security measures and the implications thereof are identified and fully understood	Analyse the security assessment for the development, with follow-up meetings with the City of London Police and / or security consultants where necessary  Commission a lighting survey which takes into account the proposed lighting levels elsewhere in the development and in surrounding areas, to inform the final lighting design
S2	School children being as safe as possible while using the space		
S3	Anti-social behaviour, including drinking and drug-related activities		
S4	General noise from people in the space late at night		
S5	Sufficient lighting		
S6	Hostile Vehicle Mitigation measures may be needed (dependent on outcome of assessment)		
<b>Environment</b>			
E1	Understanding the clear 'activity' areas in the space and designing accordingly	EO1: To provide defined 'activity' areas for the various users of the space, and ensure that the function, design and material palette of the public realm is coordinated	Investigate the heritage value of the area through desktop research and meetings with relevant officers
E2	Coordinating the design with the Aldgate scheme		
E3	Potential heritage value of the existing cobbles, and their possible reuse	EO2: To understand the heritage value of the area and the desirability or otherwise of their use in the public realm scheme	Continue to monitor developments with the School and the Aldgate project, including scrutiny of Committee reports and meetings with relevant officers, and with any updates fed into the design process via the Working Party
E4	Heritage considerations regarding the school railing		
E5	Future pedestrian access to the school from the north and west		
E6	Future vehicle access to the school	EO3: To ensure that future developments are considered in the design of the public realm as far as possible	

## Appendix 2 - Gateway 2 Project Proposal Report – FOR INFORMATION ONLY

<b>Project Gateway 2 (July 2014)</b>	
<b>Project:</b> Mitre Square	<b>Public</b>
<b>Report of:</b> Director of the Built Environment	<b>For Decision</b>

### Overview

#### **1. Spending Committee**

Streets & Walkways Sub-Committee

#### **2. Project Board**

A Project Board is not recommended given the scale and nature of this project. However, the Section 106 agreement requires the setting up of a Working Party comprising representatives of the Developer, City Corporation and any other party the Corporation deems necessary.

#### **3. Area Strategy Authorising Committee and date of Authorisation**

The project area sits on the boundary of two strategy areas, these being the Aldgate & Tower Area Strategy (approved by Court of Common Council in 2012) and the Eastern City Cluster Area Strategy (approved in 2005). However, no specific proposals were included for the project area.

#### **4. Brief description of project**

The project involves public realm enhancements in the vicinity of the redevelopment site at Mitre Square. Specifically, the Section 106 agreement states that the Local Community Facilities & Environmental Improvement Works are to be directed to “the area surrounding the Site, including Mitre Street, Creechurch Lane, Mitre Square, Duke’s Place and Creechurch Place and the Open Space area within which the Enhancement Works are to be carried out”; a map of the proposed project area is shown in Appendix 1. The scheme is fully externally funded through the Section 106 Agreement connected to this development.

The design development will be progressed through the project Working Party, as described in Section 2 above, in accordance with the terms of the Section 106 agreement.

The project objectives are:

- Re-landscaping Mitre Square to create a more attractive and useable public space;
- Delivering an enhanced public realm;
- Enhancing the street environment to reflect the special historic interest of Mitre Square;
- Exploring measures to reduce anti-social behaviour / night time noise in the area;
- Improving the function of local streets in the area, including an assessment of waiting, loading and parking;
- Improving accessibility for all throughout the area;
- Providing increased facilities for cultural/leisure activities for workers and visitors in the public realm;

- Increasing greenery and biodiversity.

The project scope will include:

- Liaison and design integration with the developer, internal and external stakeholders, particularly residents and Sir John Cass's Foundation Primary School;
- Developing and consulting on design options;
- Collection of all necessary pre design information such as surveys;
- Construction planning and traffic management.

**5. Do materials used comply with 'material review' approved use?**

Yes.

**6. Success Criteria**

- Rejuvenation of Mitre Square, enhancement of the public realm and improvements to surrounding streets associated with the development of International House;
- Pedestrian improvements to enhance the immediate setting of Mitre Square and the public realm on streets including Mitre Street, Creechurch Place, St James's Passage, Creechurch Lane, Aldgate and Duke's Place;
- Improve the quality and consistency of surface materials in the public space and surrounding areas with the introduction / extension / retention of appropriate paving treatments;
- Show a clear design link with other improvements such as new public spaces and public realm improvements related to the Aldgate Highway Changes & Public realm project;
- Mitigation of late night noise / anti-social behaviour wherever possible;
- Improving accessibility for all people and particularly those with mobility impairment;
- Improving air quality in the immediate vicinity of the site;
- Increasing biodiversity in the immediate vicinity of the site;
- Increasing the sense of health and wellbeing for people using the area.

**7. Key options to be considered**

The key options to be considered will include north-south routes through the site, via St James's Passage and Creechurch Lane; these will be guided by the existing planning permissions. Options relating to linkages with Sir John Cass's Foundation Primary School will also be considered, as will local parking, loading and waiting arrangements. These options and their prioritisation will be developed at the options appraisal stage and will be in accordance with the relevant area strategies.

**8. Links to other existing strategies, programmes and/or projects**

The project will link with the relevant local area strategies as noted above. Although not included as a specific project within the strategy document, Mitre Square is adjacent to the major project being delivered at Aldgate, and so options will take these designs into consideration.

**9. Within which category does this project fit?**

Fully reimbursable.

Asset enhancement/ improvement (capital).

**10. What is the priority of the project**

Advisable.

## **Financial Implications**

### **11. Likely capital/supplementary revenue cost range**

£250k – £2m (anticipated value of project being £800,000 - £850,000).

### **12. Potential source (s) of funding**

The project will be fully funded through the relevant planning obligation (section 106 agreement). The total Local Community & Environmental Improvement Works contribution of £866,007 will be split as follows:

- £50,000 for air quality monitoring;
- £816,007 for Enhancement Works.

The LCEIW pre-payment of £91,450 (10% of the total contribution) has already been received and will be utilised for preliminary design and initial consultation. Any funds remaining from this allocation at the completion of preliminary design will be put towards the main implementation budget.

### **13. On-going revenue requirements and departmental local risk budget (s) affected**

The majority of the area is currently maintained as City highway. The new landscaping will result in a change in the design of the public realm which may in turn result in additional revenue costs dependent on the design options recommended.

The specific additional revenue costs over a five year period will be identified and considered at the options appraisal stage and built into the project implementation budget

### **14. Indicative Procurement Approach**

It is anticipated that all works will be undertaken by the City's term contractor, J.B. Riney. The use of J.B. Riney will be confirmed in future Gateway reports.

### **15. Major risks**

Overall Project - Low Risk

#### **Risk breakdown:**

#### **1. Full cost of works unknown**

As the design options are identified the likely cost of the scheme will be established. The scope of the project will be tailored to ensure delivery within the available Section 106 funding.

#### **2. Project exceeds budget**

Monitor costs closely and phase expenditure based on essential and optional elements of the scheme to ensure the budget is not exceeded.

#### **3. Key stakeholders – (School, residents, businesses) oppose the proposed enhancement works**

Officers will provide detailed information and briefings to stakeholders throughout the design and evaluation stages, including wider consultation with local residents. As part of the S106 conditions, a stakeholder steering group will be established at project inception to guide the design development between project gateways.

#### **4. School expansion works impact on the project design and implementation**

Maintain close contact with the School to ascertain their expansion proposals, primarily through the project Working Group as described in Section 2 above.

#### **16. Anticipated stakeholders and consultees**

Anticipated external stakeholders:

- Developer of International House site;
- Sir John Cass's Foundation School;
- Local residents;
- St Botolph without Aldgate Church;
- Owners / occupiers of adjacent buildings;
- Transport for London;
- City of London Police.

#### **17. Sustainability Implications**

It is anticipated that all materials will be sustainably sourced where possible and be suitably durable for construction purposes. This will be confirmed as design options are refined.

#### **18. Resources requirements to reach next Gateway**

Total - £45,000.

Staff allocation - £20,000. This will allow the City to progress the project to Options Appraisal at Gateway 3, conduct consultation work including liaison with local stakeholders and to prepare necessary reports back to Members. This represents around 200 hours, including input of the Assistant Director.

Fees allocation - £25,000. This will allow the commissioning of all necessary topographical and utility surveys and a landscape design consultant to develop a robust outline design concept to inform the option appraisal at Gateway 3.

All costs and fees will be funded from the Local Community and Environmental Improvement Works contribution from the Mitre Square S106 agreement.

#### **19. Standard or streamlined approval track**

Streamlined.

Appendix 3 - S106 plan of the project area





## Appendix 4 – Financial summary

*Table 1 - Expenditure to date*

<b>Description</b>	<b>Approved</b>	<b>Spend</b>	<b>Balance</b>
Fees	25,000.00	-	25,000.00
P&T staff cost	17,000.00	17,567.53	(567.53)
Highways staff cost	3,000.00	-	3,000.00
<b>Total</b>	<b>45,000.00</b>	<b>17,567.53</b>	<b>27,432.47</b>

*Table 2 - Proposed revised budget*

<b>Description</b>	<b>Amount</b>
Fees	15,000
P&T staff cost	44,568
Highways staff cost	3,000
<b>Total</b>	<b>62,568</b>

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<b>Committees:</b>	<b>Dates:</b>	
Streets and Walkways Sub-Committee	19 January 2015	
Projects Sub-Committee	21 January 2015	
<b>Subject:</b> Aldgate Highway Changes and Public Realm Enhancement	<b>Gateway 6 Progress Report</b>	<b>Public</b>
<b>Report of:</b> Director of the Built Environment		<b>For Information</b>

## Summary

### Dashboard

- Project Status: Green
- Timeline: Gateway 6, first progress report for construction phase
- On programme
- Total Project Cost: £21.4m, of which £18.35m is the target construction cost
- Spend and commitments to date £7.8m\*
- Target spend for 2014/15: £6m
- 2014/15 spend to date (construction stage only): £4.5m\*

\* Includes commitments of £3.1m

Since Gateway 5 approval was received, detailed design and construction have proceeded in parallel.

Scheme delivery is going well, although difficulties have occurred in coordinating activities with National Grid, who are attempting to complete their renewal programme in the Aldgate area at the same time as our works. In order to accommodate their works we have revised various phases within our construction programme, whilst ensuring that our scheduled completion date remains unchanged.

## **Main Report**

<b>1. Reporting period</b>	June '14 to November '14 inclusive
<b>2. Progress to date</b>	The Aldgate project is by far the largest project that the DBE has undertaken in terms of its complexity, its cost, and the sheer number of stakeholders that are involved. In spite of these challenges, the project is still on-programme.  Owing to the size of the project, it is being constructed in a

phased manner as set out in the Gateway 4/5 Report. Because of this approach, it is possible to complete the detailed design of future phases in parallel with the construction.

A summary of the position with regards to each of the current streams of work is given below, with an overall summary of progress and risks at the conclusion.

### **Programming**

It was always recognised that it is extremely challenging to progress so many work packages in parallel.

In addition, there are numerous external factors that impact upon our works programme. Primarily these involve works being undertaken by third parties, such as developers or utilities companies. Our works programme can also be affected by day to day activities as we seek to meet operational needs of businesses in the area.

In recognition of the complexity of the programming of the works, a specialist programmer was appointed. The programmer initially captured the existing detailed baseline programme, and produced a detailed programme covering a three month construction period. This three month forecast is updated on a fortnightly basis.

The programmer provides a monthly progress report summarising actual progress against the baseline programme. In addition to the above, the programmer's commission has been extended to include production of a graphical representation of forecasted activity, which shows the exact location of road/footway closures.

In doing the above, the programmer is using programming tools that enable third parties to appreciate the complexity and interdependencies between the various works taking place in the Aldgate area. By mapping out the activities of third parties in the Aldgate area and identifying possible clashes between our works and the third party works we are better able to enter discussions with the third parties to find methods by which the works programmes for the various schemes can be coordinated.

We have also been communicating this information to TfL, which has allowed them to plan and manage traffic signal timings in the area to mitigate the impact of the works.

### **Construction Package Design**

As the project is being constructed in a phased manner, production of the construction package is being phased such that the relevant sections of the construction package are prepared in time for delivery of each respective construction phase.

Having identified that the structural engineering consultant, WSP, was not performing to the standard required by the project, that consultant has been replaced. This has led to some delay in the design of the structural engineering elements of the scheme; however, the new consultant is making good progress on bringing this element of the design back on-programme.

It has also been necessary to review utilities locations in the Western and Eastern spaces, as it has become evident that these were not adequately accounted for within the cost estimates provided at Gateway 4/5. The designs of these spaces are currently being reviewed and amended where possible to manage the overall cost of the project. Additional staff cost and design fee allocations have been required to cover this additional design work, the costs of which have been offset by reduced utility costs.

Subject to the final design, there remains a risk that the costs of these spaces will increase as the designs are finalised. In the event that the costs associated with these spaces do increase above budget, Members will be presented with a report setting out a series of options to mitigate these increases in order to stay within the construction cost ceiling of £18.35m.

### **Highway Construction**

In accordance with the high level programme set out at Gateway 4/5, construction is underway on Minorities between Goodman's Yard and India Street. Whilst this element of construction has progressed well, the construction team had much difficulty working in parallel with the National Grid gas main replacement works in the area. National Grid require extensive excavations to locate their underground apparatus, which is delaying our construction.

It had originally been hoped that by coordinating our works with National Grid, disruptions to local businesses and occupiers could have been minimised. However, National Grid had underestimated the complexity of the works that they would require, and so did not communicate to the City just how disruptive their activities would turn out to be.

In order to minimise the disruption caused by the National Grid on future works phases, we have re-programmed our works to ensure that we do not work in the same areas that National Grid plan to work. This has been achieved without undue disruption to our overall works programme.

### **Planning Application**

Planning permission is required in order for us to make various changes required by the scheme. Primarily, the planning application deals with the design of the Western Space and the

Pavilion building.

As part of this process, English Heritage has been consulted regarding the section of the London Wall that runs under the scheme. Whilst the scheme does not physically change the London Wall in any way, English Heritage must be consulted regarding how the setting around the London Wall will change. English Heritage have advised that a scheduled monument consent will be required.

All of the planning issues are to be dealt with within a single planning application. The planning application has been submitted, and was validated on 24 November '14. It is anticipated that the application will be determined (under delegation to the Director of the Department of the Built Environment) on 3 February '14.

### **The Pavilion**

A contractor (Kier) has been appointed via the SCAPE framework. Kier has submitted a feasibility report, and is currently undertaking a cost review.

It was originally intended that Kier would commence on-site in February 2015. However their commencement date has been delayed in order to accommodate key National Grid gas works. It is currently anticipated that they will commence in July '15. In order for this element of the project to stay on programme, consideration is being given to early procurement of certain key components.

### **Communications**

Following on from the successful communications strategy employed on the Holborn Circus scheme, the communications strategy for Aldgate has adopted a similar approach.

Communication across the wider Aldgate area has been achieved through the use of a weekly e-bulletin. This gives all stakeholders a regular update on progress of the scheme, and provides advance notice of which streets may be subject to disruption. The e-bulletin is distributed using the Mailchimp software, which allows us to monitor how many people are reading the e-bulletin and is therefore a useful indicator of how useful the public find this form of communication. To date, 401 people have signed up to receive the e-bulletin.

In areas where construction is about to begin, letter-drops are carried out to give affected stakeholders detailed information about the specifics of the works phase that is about to begin. These letters contain contact details of the construction team, so if a stakeholder has specific concerns, we are able to arrange to meet with them to find ways to mitigate the impacts of construction upon that stakeholder.

In addition to the above, a representative of JB Riney regularly

visits stakeholders affected by the construction, allowing us to address any day-to-day issues that may arise.

The Launch Event for the scheme was held on 9 September '14. This gave the project team the opportunity to express our gratitude to the many supporters of the project, and to engender goodwill during the construction phase.

A small event is also planned for 15 December '14. This event will mark the successful completion of one of the major project milestones, the opening of the Minories / Goodmans Yard junction. This will offer an opportunity to thank the public for their patience during this phase of the works.

In addition to our communications with the public regarding the works, there are numerous regular liaison meetings with various other key stakeholders. Of particular importance are the various departments under the wider TfL umbrella. We are currently liaising with various parts of TfL regarding:

- The on-going Cycle Superhighway 2 (Whitechapel to Stratford) upgrade;
- The new East-West Cycle Superhighway route;
- Bus operations/diversions during the works period; and
- London Underground's major Aldgate Station upgrade works.

Other regular liaison meetings are held with:

- National Grid;
- Crossrail; and
- Property developers/owners that lie within the scheme's zone of influence.

#### **Finance**

- Spend/Commitments to Gateway 5: £3.3m
- Spend/Commitments since Gateway 5: £4.5m (this includes £3.1m commitments, most of which will be expended within the 2014-15 financial year)

Since the Gateway 4/5 report was approved, TfL have committed an additional £2.6m to the project, £1.2m to be spent in this financial year, and £1.4m to be spent in the 2015-16 financial year.

In total, TfL have provided £6m for this financial year, of which £4.5m is currently either spent or committed. The project is currently on target to spend £5.5m, meaning that there is a possibility of an underspend in the region of £0.5m. Officers are mindful of the importance of expending the entire £6m allocation this year, and have a number of contingency plans to ensure that the entire allocation is expended.

The first contingency plan is to use the funds for the advance purchase of materials. This is already underway and has been

	<p>approved by TfL.</p> <p>Any underspend that cannot be utilised for advanced purchase of materials will be committed on a scheme which is currently S106 funded, with a view to the Aldgate scheme drawing down an equivalent sum from the appropriate S106 in the 2015-16 financial year. It has been identified that the Riverside Walk Enhancement Strategy has projects which are currently S106 funded, on which the underspend could be utilised.</p> <p>Officers are actively monitoring and managing the programme to ensure that the amount of underspend is identified as early as possible.</p> <p>A breakdown of project budgets and expenditure is given in Appendix A.</p> <p><b>Funding</b></p> <p>The funding strategy for the scheme proposed a combination of funding sources. A significant proportion of the funding would come from TfL, with the City seeking to match the TfL funds with S106 funds. It may be necessary to draw upon the Parking Reserve – but this is only envisaged in instances where there are temporary shortfalls in S106 funding.</p> <p>As the first year of construction was to be entirely funded by TfL, this afforded Officers time to review the precise status of the various potential S106 funds identified for use at Aldgate in parallel with scheme construction. It should be noted that subsequent to the Gateway 4/5 report, TfL has committed a further £1.2M to the project for the 2014-15 financial year, and a further £1.4m for the 2015-16 financial year, bringing the total additional funding since Gateway 5 to £2.6m.</p> <p>Officers have just completed a review of the S.106 contributions, generated by completed developments, identified as potential funding sources for the Aldgate project. Advice has been received as to where possible planning grounds exist to potentially justify reallocation of S.106 contributions towards Aldgate. The advice includes covenants on the City restricting how and where each contribution may be applied, and any time limits for expenditure. This advice will inform negotiations (where required) with various developers and TfL to reallocate S.106 contributions to the Aldgate project. Work will now begin to establish a strategy for approaching developers to discuss reallocation of funds. These negotiations will begin in early 2015. If reallocation is agreed by developers and TfL, in some cases (depending on the terms of each S.106 agreement) the reallocation will be subject to a deed of variation to vary the terms of the original S.106 agreement. Where this step is necessary Comptroller and City Solicitors will negotiate and complete deeds with developers through their solicitors.</p> <p>A number of S106 contributions that have been identified as</p>
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part of the above process are currently allocated to other TfL projects, however, we believe they would be more appropriately allocated to the Aldgate scheme. Officers are meeting with TfL in December '14 to discuss the reallocation of these S106 funds.

Members will be advised in due course which funds will be allocated to the project.

### **Key Risks**

The key risks are set out below:

#### ***Design delays***

Certain construction phases have had to be re-profiled as the detailed design of that phase was incomplete. However, it has been possible to accommodate these within the overall programme in such a way that the completion date for the overall scheme is unchanged. However, any further delay in the design stage is likely to impact upon the construction programme.

The following risk factors were discussed earlier in this report:

- Underperformance of the structural engineering consultant;
- Problems with Levels design; and
- Inadequate utilities information.

The following actions have been taken to mitigate the risk of design delays resulting from these factors:

- The structural engineering consultant has been replaced. Roughly half of the structures design elements are now complete, and the remaining structures design will be completed without impacting on the construction programme;
- A dedicated resource was appointed to revise the levels design. This redesign is now complete; and
- Initial design and budget estimates enquiries (C3) have been sent out to utility companies with apparatus in the Eastern and Western Spaces. Whilst waiting for responses, detailed discussions took place with each impacted utility to inform the design process ahead of receiving the detailed design cost estimates (C4).

#### ***National Grid Gas Works***

Our attempts to minimise disruption to road users and local occupiers by coordinating our works with National Grid's gas works in the area have been hampered by National Grid's lack of knowledge of where their equipment is located. It has become apparent that the only way for National Grid to locate their equipment is by digging numerous trial holes. Once located, National Grid inserts a camera into the main to

	<p>investigate its condition. However, this camera cannot pass through bends or valve connections, so when these are encountered further excavations are required. This makes it virtually impossible for them to properly programme their works, and very difficult for us to coordinate our works with them.</p> <p>To mitigate this risk, we have revised our forward works programme to avoid working in areas where National Grid may need to do works. This has been achieved without serious disruption to our overall works programme. However, it should be noted that a residual risk remains in the event that National Grid's works overrun.</p> <p><b><i>Pavilion Procurement</i></b></p> <p>It has been identified that there may be difficulties getting an appropriate contractor to fabricate the exterior steel shell of the Pavilion within the required timescale. This problem arises from a current high market demand for works of this nature – the relevant suppliers can afford to be extremely selective about the types of project they undertake. This could introduce delay to the Pavilion construction programme.</p> <p>To mitigate this, it is proposed to bring forward the procurement of this contractor such that this appointment is committed from this financial year's funding. A first stage appointment will allow early contractor involvement in both informing the design and programme.</p>
<p><b>3. Next steps</b></p>	<p>Detailed design and works are on-going. In addition, the following will have taken place in time for the next update report in six months' time:</p> <ul style="list-style-type: none"> <li>• Design and build of the Eastern Space, the walkway between Aldgate House and the Underground Station, and the subway ramp infill either side of Middlesex Street;</li> <li>• Design of the Western Space, the Church Gardens, the Pavilion and all of the highway elements; and</li> <li>• The S106 negotiations will be well underway.</li> </ul> <p>Whilst another update report will be submitted to Members in six months, an interim report will be submitted if any significant new issues arise.</p>

**Appendices**

<b>Appendix 1</b>	Finance Summary Table
<b>Appendix 2</b>	
<b>Appendix 3</b>	

**Contact**

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## Appendix 1

Aldgate Highway and Public Realm				
Description	Approved (£)	Spend (£)	Balance (£)	Comments/ Notes
<b>Evaluation</b>				
Fees	1,851,810	1,800,687	51,123	Includes commitments of £142,682
Staff Cost	952,256	951,494	762	
Aldgate Experiment	52,218	52,218	0	Includes commitments of £1,401
<b>Total Evaluation</b>	<b>2,856,284</b>	<b>2,804,399</b>	<b>51,885</b>	
<b>Supplementary Revenue</b>				
Staff Cost	166,500	22,260	144,240	
<b>Total Supplementary Revenue</b>	<b>166,500</b>	<b>22,260</b>	<b>144,240</b>	
<b>Construction</b>				
Contingency	(1,150,000)	-	(1,150,000)	
Fees	491,810	259,396	232,414	
Staff Costs	1,413,092	318,875	1,094,217	
Works	17,354,082	4,382,241	12,971,841	Includes commitments of £2,911,119
Communication and Events (Supplementary Revenue)	239,582	4,303	235,279	Includes commitments of £1,895
<b>Total Construction</b>	<b>18,348,566</b>	<b>4,964,815</b>	<b>13,383,751</b>	
<b>Total Project Sum</b>	<b>21,371,350</b>	<b>7,791,473</b>	<b>13,579,877</b>	

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# Agenda Item 8

Committee(s):	Date(s):	Item no.
Finance	9 <sup>th</sup> December 2014	
Planning & Transportation	1 <sup>st</sup> December 2014	
Streets and Walkways Sub	19 <sup>th</sup> January 2015	
Court of Common Council	15 <sup>th</sup> January 2015	
<b>Subject:</b> Annual On-Street Parking Accounts 2013/14 and Utilisation of Accrued Surplus on Highway Improvements and Schemes		For Information
<b>Report of :</b> The Chamberlain		Public

## Summary

1. The City of London in common with other London authorities is required to report to the Mayor for London on action taken in respect of any deficit or surplus in its On-Street Parking Account for a particular financial year.
2. The purpose of this report is to inform Members that:
  - the surplus arising from on-street parking activities in 2013/14 was £5.290m;
  - a total of £4.137m, was applied in 2013/14 to fund approved projects; and
  - the surplus remaining on the On-Street Parking Reserve at 31st March 2014 was £15.653m, which will be wholly allocated towards the funding of various highway improvements and other projects over the medium term.
3. It is recommended that Members note the contents of this report for their information before submission to the Mayor for London.

## MAIN REPORT

### Background

1. Section 55(3A) of the Road Traffic Regulation Act 1984 (as amended), requires the City of London in common with other London authorities (i.e. other London Borough Councils and Transport for London), to report to the Mayor for London on action taken in respect of any deficit or surplus in their On-Street Parking Account for a particular financial year.
2. Legislation provides that any surplus not applied in the financial year may be carried forward. If it is not to be carried forward, it may be applied by the City for one or more of the following purposes:

- a) making good to the City Fund any deficit charged to that Fund in the 4 years immediately preceding the financial year in question;
- b) meeting all or any part of the cost of the provision and maintenance by the City of off-street parking accommodation whether in the open or under cover;
- c) the making to other local authorities, or to other persons, of contributions towards the cost of the provision and maintenance by them, in the area of the local authority or elsewhere, of off-street parking accommodation whether in the open or under cover;
- d) if it appears to the City that the provision in the City of further off-street parking accommodation is for the time being unnecessary or undesirable, for the following purposes, namely:
  - meeting costs incurred, whether by the City or by some other person, in the provision or operation of, or of facilities for, public passenger transport services;
  - the purposes of a highway or road improvement project in the City;
  - meeting the costs incurred by the City in respect of the maintenance of roads at the public expense; and
  - for an “environmental improvement” in the City.
- e) meeting all or any part of the cost of the doing by the City in its area of anything which facilitates the implementation of the Mayor’s Transport Strategy, being specified in that strategy as a purpose for which a surplus can be applied; and
- f) making contributions to other authorities, i.e. the other London Borough Councils and Transport for London, towards the cost of their doing things upon which the City in its area could incur expenditure upon under (a)-(e) above.

### **2013/14 Outturn**

3. The overall financial position for the On-Street Parking Reserve in 2013/14 is summarised below:

	£m
Surplus Balance brought forward at 1st April 2013	(14.500)
Surplus arising during 2013/14	(5.290)
Expenditure financed during the year	4.137
<b>Funds remaining at 31<sup>st</sup> March 2014, wholly allocated towards the funding of future projects</b>	<b>(15.653)</b>



4. Total expenditure of £4.137m in 2013/14 was financed from the On-Street Parking Reserve, covering the following approved projects:

<b>Revenue Expenditure :</b>	<b>£000</b>
Highway Resurfacing and Maintenance	1,892
Concessionary Fares and Taxi Card Scheme	495
Parking Enforcement Plan	56
Special Needs Transport	37
Cheapside Area Strategy/Stage 4A	29
Beech Street Tunnel	27
Barbican Area Strategy	26
Planting Maintenance	18
New Roads and Transport	10
Off Street Parking Surplus	(74)
<b>Total Revenue Expenditure</b>	<b>2,516</b>
<b>Capital Expenditure :</b>	
Farringdon Street Bridge	551
Barbican Podium Waterproofing	418
Transport Improvements – Milton Court	271
Holborn Circus Area Enhancement	168
Silk Street	107
St Giles Terrace	54
Cheapside Stage 4A	52
<b>Total Capital Expenditure</b>	<b>1,621</b>
<b>Total Expenditure Funded in 2013/14</b>	<b>4,137</b>

5. The surplus on the On-Street Parking Reserve brought forward from 2012/13 was £14.500m. After expenditure of £4.137m funded in 2013/14, a balance of £1.153k was carried forward to future years to give a closing balance at 31st March 2014 of £15.653m.
6. Currently total expenditure of some £34.4m is planned over the medium term up to 31st March 2018, by which time it is anticipated that the existing surplus plus those estimated for future years will be fully utilised. This total includes expenditures of £13.7m, £11.6m, £4.6m and £4.5m planned from 2014/15 until 2017/18 respectively, which are anticipated to reduce significantly the surpluses arising in those years. The total programme covers a number of major schemes including funding towards the Barbican Podium Waterproofing and Highwalks, Aldgate Gyrotory Scheme, repairs to Farringdon Street Bridge and Snow Hill Bridge, Barbican Area Strategy, Holborn Circus Area Enhancement, Holborn Viaduct, Minories car park building monitoring work and various street scene projects (e.g. around Milton Court) as well as ongoing funding of highway resurfacing and road maintenance projects. The progression of each individual scheme is, of course, subject to the City's normal evaluation criteria and Standing Orders.

7. A forecast summary of income and expenditure arising on the On-Street Parking Account and the corresponding contribution from or to the On Street Parking Surplus, over the medium term financial planning period, is shown below:

<b>On-Street Parking Account Reserve Projections 2013/14 to 2017/18</b>	<b>2013/14 Actual £m</b>	<b>2014/15 Forecast £m</b>	<b>2015/16 Forecast £m</b>	<b>2016/17 Forecast £m</b>	<b>2017/18 Forecast £m</b>	<b>Total £m</b>
Income	(8.3)	(8.1)	(7.4)	(7.4)	(7.5)	(38.7)
Expenditure ( <i>Note 1</i> )	3.0	2.9	2.9	2.9	3.0	14.7
<b>Net Surplus arising in year</b>	<b>(5.3)</b>	<b>(5.2)</b>	<b>(4.5)</b>	<b>(4.5)</b>	<b>(4.5)</b>	<b>(24.0)</b>
Capital, SRP and Revenue Commitments	4.1	13.7	11.6	4.6	4.5	38.5
<b>Net in year contribution from/(to) the surplus</b>	<b>(1.2)</b>	<b>8.5</b>	<b>7.1</b>	<b>0.1</b>	<b>0</b>	<b>14.5</b>
Deficit/(Surplus) carried forward at 1 <sup>st</sup> April	(14.5)	(15.7)	(7.2)	(0.1)	0	
<b>Deficit/(Surplus) carried forward at 31<sup>st</sup> March</b>	<b>(15.7)</b>	<b>(7.2)</b>	<b>(0.1)</b>	<b>0</b>	<b>0</b>	

*Note 1: On-Street operating expenditure relates to direct staffing costs, repair & maintenance of meters, VINCI contractor costs, fees & services (covering cash collection, pay by phone, postage & legal), IT software costs for enforcement systems, provision for bad debts for on-street income and central support recharges.*

8. There is now a combined service for 'Civil Parking & Traffic Enforcement, including the Cash Collection Contract' which has resulted in on-going savings to the operating costs of the On-Street Parking Account.

### **Conclusion**

9. So that we can meet our requirements under the Road Traffic Regulation Act 1984 (as amended), we ask that the Court of Common Council notes the contents of this report, which would then be submitted to the Mayor of London.

### **Consultees**

10. The Comptroller & City Solicitor has been consulted in the preparation of this report and his comments have been included.

### **Background Papers**

11. Road Traffic Regulations Act 1984; Road Traffic Act 1991; GLA Act 1999 sect 282.
12. Final Accounts 2013/14

### **Contact Officer**

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