



Planning and Transportation Committee

Date: TUESDAY, 4 OCTOBER 2016

Time: 10.30 am

Venue: LIVERY HALL - GUILDHALL

Members:

Christopher Hayward (Chairman)	Deputy Henry Jones
Deputy Alastair Moss (Deputy Chairman)	Gregory Jones QC
Randall Anderson	Alderman Vincent Keaveny
Alex Bain-Stewart	Oliver Lodge
David Bradshaw	Paul Martinelli
Henry Colthurst	Brian Mooney
Revd Dr Martin Dudley	Sylvia Moys
Peter Dunphy	Graham Packham
Emma Edhem	Judith Pleasance
Sophie Anne Fernandes	Deputy Henry Pollard
Deputy Bill Fraser	James de Sausmarez
Marianne Fredericks	Tom Sleigh
George Gillon	Graeme Smith
Alderman David Graves	Angela Starling
Deputy Brian Harris	Patrick Streeter
Graeme Harrower	Deputy James Thomson
Alderman Peter Hewitt	Michael Welbank (Chief Commoner)
Alderman Robert Howard	

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Lunch will be served in Guildhall Club at 1PM
NB: Part of this meeting could be the subject of audio or video recording

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
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 13 September 2016.

For Decision
(Pages 1 - 6)

4. **DELEGATED DECISIONS OF THE CHIEF PLANNING OFFICER AND DEVELOPMENT DIRECTOR**
Report of the Chief Planning Officer and Development Director.

For Information
(Pages 7 - 16)

5. **VALID APPLICATIONS LIST FOR COMMITTEE**
Report of the Chief Planning Officer and Development Director.

For Information
(Pages 17 - 20)

6. **REPORTS RELATIVE TO PLANNING APPLICATIONS**

- a) 1-3, 4, 5, 7 & 8 Fredericks Place & 35 Old Jewry London EC2R 8AE (Pages 21 - 112)

Refurbishment of 1-3, 4, 5, 7 and 8 Fredericks Place and 35 Old Jewry including change of use from office (Class B1) to restaurant (Class A3) and flexible Shop (Class A1)/Office (Class B1) use at part ground and part lower ground floors at 1-3 Frederick's Place; and change of use from office (Class B1) to flexible Shop (Class A1)/Office (Class B1) use at part ground and part lower ground floors at 35 Old Jewry. Rationalisation of roof plant and other associated works.

For Decision

- b) 1-3,4,7 And 8 Fredericks Place And 35 Old Jewry London EC2R 8A (Pages 113 - 122)

Refurbishment and alteration of 1-3, 4, 7 and 8 Fredericks Place and 35 Old Jewry to enable a change of use from office to restaurant and flexible Shop/Office use at part ground and part lower ground floors at 1-3 Frederick's Place and from office to flexible Shop/Office use at part ground and part lower ground floors at 35 Old Jewry.

For Decision

7. REPORTS OF THE DIRECTOR OF THE BUILT ENVIRONMENT

- a) Historic Environment Strategy: Public Consultation (Pages 123 - 206)

For Decision

- b) Cultural Hub - Look and Feel Strategy (Pages 207 - 220)

For Decision

- c) Pay & Display Upgrade (Pages 221 - 226)

For Decision

- d) Major Highway Works for 2016/17 (Pages 227 - 254)

For Information

8. FUNDING FOR A LOW EMISSION NEIGHBOURHOOD

Report of the Director of Markets and Consumer Protection.

For Information
(Pages 255 - 282)

9. PUBLIC LIFT UPDATE

Report of the City Surveyor.

For Information

(Pages 283 - 284)

10. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

11. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

12. EXCLUSION OF THE PUBLIC

MOTION – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

Part 2 - Non-public Agenda

13. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 13 September 2016.

For Decision
(Pages 285 - 286)

14. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

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

Any drawings and details of materials submitted for approval will be available for inspection by Members in the Livery Hall from Approximately 9:30 a.m.

PLANNING AND TRANSPORTATION COMMITTEE

Tuesday, 13 September 2016

Minutes of the meeting of the Planning and Transportation Committee held at Livery Hall - Guildhall on Tuesday, 13 September 2016 at 11.00 am

Present

Members:

Christopher Hayward (Chairman)	Deputy Brian Harris
Deputy Alastair Moss (Deputy Chairman)	Alderman Robert Howard
Randall Anderson	Deputy Henry Jones
David Bradshaw	Gregory Jones QC
Henry Colthurst	Alderman Vincent Keaveny
Revd Dr Martin Dudley	Paul Martinelli
Peter Dunphy	Sylvia Moys
Emma Edhem	Graham Packham
Deputy Bill Fraser	Judith Pleasance
Marianne Fredericks	Deputy Henry Pollard
Alderman David Graves	Patrick Streeter

In Attendance

Officers:

Amanda Thompson	-	Town Clerk's Department
Simon Owen	-	Department of the Built Environment
Deborah Cluett	-	Comptrollers and City Solicitor
Alison Hurley	-	Assistant Director Corporate Property Facilities Management
Carolyn Dwyer	-	Director of Built Environment
Annie Hampson	-	Department of the Built Environment
Paul Beckett	-	Department of the Built Environment
Iain Simmons	-	Department of the Built Environment
Simon McGinn	-	City Surveyor's
Simon Glynn	-	Department of the Built Environment
Steve Presland	-	Transportation & Public Realm Director
Richard Steele	-	Department of the Built Environment

1. APOLOGIES

Apologies for absence were received from Sophie Anne Fernandes, George Gillon, Graham Harrower, Alderman Peter Hewitt, Brian Mooney, James de Sausmarez, Tom Sleigh and Michael Welbank.

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

The Deputy Chairman declared a personal interest in agenda item 5 – Valid Applications List for Committee (16/00590/FULL Cripplegate – Bernard Morgan House) by virtue of having been asked to give advice on the issue.

3. **MINUTES**

RESOLVED – That the minutes of the meeting held on 26 July 2016 be agreed as a correct record.

4. **DELEGATED DECISIONS OF THE CHIEF PLANNING OFFICER AND DEVELOPMENT DIRECTOR.**

The Committee received a report of the Chief Planning Officer and Development Director in respect of development and advertisement applications dealt with under delegated authority.

RESOLVED – That the report be noted.

5. **VALID APPLICATIONS LIST FOR COMMITTEE**

The Committee received a report of the Chief Planning Officer and Development Director which provided details of valid planning applications received by the department since the last meeting.

RESOLVED – That the report be noted

In response to a question concerning planning notices in respect of Applications 16/00773 and 16/00774 and 16/00768 and 16/00770 in relation to the Turret in the Barbican, the Chief Planning Officer advised that if these had been removed prior to the end of the period these would be displayed again, and that people were aware as there had been a substantial number of objections already received.

In response to a question concerning the type of application that was subject to decision by the Secretary of State, the Chief Planning Officer advised that listed building consent applications would be determined by him where relevant bodies raised objection.

6. **REPORTS OF THE DIRECTOR OF THE BUILT ENVIRONMENT**

6.1 **Moorgate Area Enhancement Strategy**

The Committee received a report concerning the development of a Moorgate Enhancement Strategy and for the Moorgate area in order to provide a framework for future public realm enhancements and address the needs of the changing area.

RESOLVED - That Officers be authorised to undertake the production of a Moorgate Area Enhancement Strategy at a total estimated cost of £80,000,

funded from the 2016/17 TfL Local Implementation Plan allocation (£40,000) and the River Plate House (7-11 Finsbury Circus) Section 106 Agreement (£40,000).

6.2 **ATTRO Consultation**

The Committee received a report detailing the outcome of the public consultation concerning the City of London Anti-Terrorism Traffic Order.

The Committee noted that the issues raised in the two responses received had now been addressed and TfL had provided authorisation to proceed to make the Order.

RESOLVED - That

- (1) The making of the ATTRO be authorised; and
- (2) The Indemnity provided to Transport for London in the Section 101 Agreement be authorised.

6.3 **Quarterly Risk Management Report**

The Committee received a report of the Director of the Built Environment updating on the current risks that existed in relation to the operations of the Department of the Built Environment and, therefore, Planning & Transportation Committee and/or Port Health and Environmental Services Committee.

The Committee raised a number of questions in relation to controls over the risks relating to traffic collisions caused by contractors employed by the CoL who were unfit to drive, whether or not the CoL's credibility in relation to Tudor Street had been affected, and the possible impact of Brexit.

RESOLVED – That the report and the actions taken in the Department of the Built Environment to monitor and manage effectively risks arising from the department's operations be noted.

6.4 **Quarter 1 Progress Report**

The Committee received a report setting out the progress made during Q1 (April – June) against the 2016/17 Business Plan detailing what had been achieved, and the progress made against departmental objectives and key performance indicators.

The Committee raised questions in relation to recruitment and retention and the impact of the outstanding invoices for agency staff on contracts. Officers explained that the recent recruitment exercise had only been partially successful and that the City Transportation service was still carrying a number of vacant posts and that a strategy to resolve this problem was currently being worked on which may include Market Factor supplements for some posts.

RESOLVED - That the report be noted

7. **PUBLIC LIFT UPDATE**

The Committee received a report of the City Surveyor in relation to the public lifts service.

A Member expressed concern regarding the recent experience of a Barbican resident wheelchair user and asked if those reporting a fault could be given feedback on what was happening and how long the lift was likely to be out of service. The 'Out of Order' notice on the lift itself could also be regularly updated.

It was also suggested that if persistent problems occurred with the same lift then perhaps an alternative maintenance company should be considered.

The Committee were supportive of a suggestion from the Deputy Chairman that a site visit be arranged for those Members interested in seeing how some of the public lifts and escalators worked.

RESOLVED – That the report be noted.

8. **TOWER BRIDGE - REPLACEMENT OF HEATING SYSTEM SERVING THE HIGH LEVEL WALKWAYS AND TOWERS**

The Sub-Committee considered a report of the Director of Culture, Heritage & Libraries proposing a project for the replacement of the heating distribution system at Tower Bridge.

RESOLVED – That the project proceeds to the next Gateway on the Regular route.

9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

Questions were asked in relation to the following:

Eastern Cluster

The impact on air pollution and pressures on the transport system in relation to the demand for more buildings in the eastern cluster was acknowledged by the Committee and the Chairman advised that the Local Plan Consultation would be launching the following week and would provide an opportunity for people to express their views on the issue.

It was agreed that all Members of the Court of Common Council should be sent details of the Local Plan Consultation.

Street Resurfacing Works

A Member expressed concern regarding the number of resurfacing works currently taking place between the Guildhall and Smithfield and asked if they could be better co-ordinated to enable better traffic movement through the streets.

The Director of the Built Environment advised that the works were co-ordinated but often affected by utility companies undertaking urgent work which don't require approval. The Director agreed to look into the specific works referred to write to the Member concerned setting out the details around the planning that had gone into them

A Member referred to the road closures and the ban on deliveries at peak times during the London 2012 Olympics and asked if something similar could be explored.

It was noted that special laws had been in place for the Olympics but other alternatives, for example use of the river, should be explored.

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

The Chairman reported that the Department of the Built Environment were facilitating a training/open session in relation to the Streets and Walkways Sub-Committee to be held immediately after the November Planning & Transportation Committee. The Chairman urged all Members to attend as a lot of Planning and Transportation work was delegated to the Sub-Committee.

11. **EXCLUSION OF THE PUBLIC**

RESOLVED - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

12. **WIRELESS CONCESSION & CITY WIFI NETWORK REPORT**

The Committee considered and agreed a joint report of the City Surveyor and the Chamberlain concerning arrangements the City of London Wireless Concession and City WiFi Network project and the use of City Corporation street furniture and building assets to support the deployment of comprehensive mobile telecommunications infrastructure.

13. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

In response to a question concerning whether or not all Members of the Electorate should receive details of the local plan in order to maximise stakeholder engagement, it was agreed that this could be considered.

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

None

The meeting ended at 12.20 pm

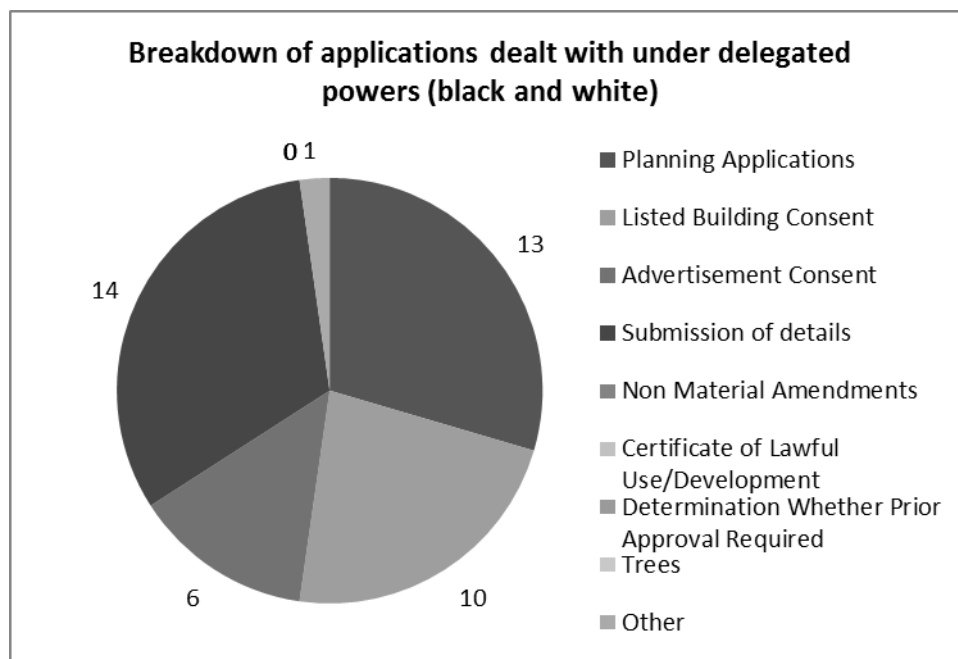
Chairman

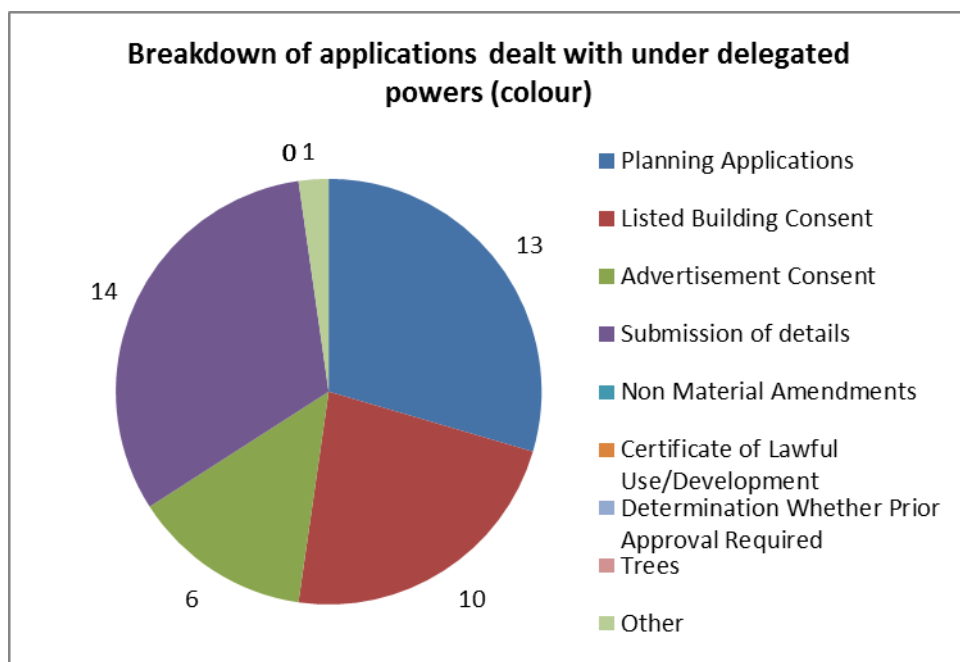
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Agenda Item 4

Committee:	Date:	Item no.
Planning and Transportation	4 th October 2016	
Subject:		
Delegated decisions of the Chief Planning Officer and Development Director		
Public		

1. Pursuant to the instructions of your Committee, I attach for your information a list detailing development and advertisement applications determined by the Chief Planning Officer and Development Director or those so authorised under their delegated powers since my report to the last meeting.
2. In the time since the last report to Planning & Transportation Committee forty four (44) matters have been dealt with under delegated powers. Thirteen (13) full applications for development have been approved with no floor space created and Three (3) applications for change of use. Ten (10) listed building consents have been granted and one (1) for the welcome refurbishment of an office building at the junction of Lombard Street and Birchin Lane. There has been one (1) refusal under delegated powers for an advertisement at a Bus Shelter.





3. Any questions of detail arising from these reports can be sent to plans@cityoflondon.gov.uk.

DETAILS OF DECISIONS

Registered Plan Number & Ward	Address	Proposal	Decision & Date of Decision
16/00520/MDC Billingsgate	Sugar Quay Lower Thames Street London EC3R 6EA	Submission of revisions to the scheme for the provision of sewer vents pursuant to condition 4 of planning permission dated 11/05/2016 (14/01006/FULMAJ).	Approved 31.08.2016
16/00539/MDC Billingsgate	Sugar Quay Lower Thames Street London EC3R 6EA	Details of an Addendum to the Written Scheme of Investigation for an Archaeological Investigation, protection of the Roman wall and revised piling configuration pursuant to conditions 10 (part 2) and 12 of planning permission dated 11th May 2016 (application number 14/01006/FULMAJ).	Approved 30.08.2016
16/00736/FULL	The Guild Church of St Margaret	Change of use of the wellbeing centre (Class D1)	Approved

Billingsgate	Pattens Eastcheap London EC3M 1HS	use within Guild Church to office (Class B1) use (15.5sq.m).	31.08.2016
16/00582/FULL Bishopsgate	Dashwood House 69 Old Broad Street London EC2M 1QS	Creation of a stepped entrance and archway to the eastern outdoor external seating area	Approved 31.08.2016
16/00788/PODC Bishopsgate	5 Broadgate London EC2	Submission of the Interim travel plan pursuant to schedule 1 paragraph 16.1 of S106 agreement dated 29 July 2011 planning application reference 10/00904/FULEIA.	Approved 30.08.2016
16/00705/ADVT Bread Street	Retail Unit 4 St Paul's Churchyard London EC4M 8AY	Installation and display of: i) one internally illuminated fascia sign measuring 1.9m wide by 0.38m high located at a height of 3.6m above ground floor level on the St Pauls Churchyard elevation, ii) one internally illuminated fascia sign measuring 1.9m wide by 0.38m high located at a height of 4m above ground floor level on the Deans Court elevation, iii) one internally illuminated fascia sign measuring 1.2m wide by 0.5m high located at a height of 2.9m above ground floor level at the corner of St Pauls Churchyard and Deans Court, iv) one internally illuminated projecting sign with illumination to the lettering only measuring 0.6m wide by 0.6m high located at a height of 3.7m above ground floor level on the St Pauls Churchyard elevation, v) one internally illuminated menu board measuring 0.37m wide by 0.5m high located at a height of 1.2m above ground floor level on the St Pauls Churchyard elevation	Approved 02.09.2016
16/00132/MDC	11 - 19 Monument	Details of photo-voltaic	Approved

Bridge And Bridge Without	Street, 46 Fish Street And 1 - 2 Pudding Lane London EC3R	panels, green roofs, mechanical plant mountings and showers/changing facilities pursuant to conditions 11, 20, 23 and 31 of planning permission (application no. 13/00049/FULMAJ) dated 23rd September 2013.	13.09.2016
16/00737/MDC Bridge And Bridge Without	11-19 Monument Street , 46 Fish Street Hill And 1-2 Pudding Lane London EC3R	Details of an acoustic report pursuant to condition 21 of planning permission (application no. 13/00049/FULMAJ) dated 23rd September 2013.	Approved 31.08.2016
16/00772/MDC Bridge And Bridge Without	11 - 19 Monument Street 46 Fish Street Hill & 1 - 2 Pudding Lane London	Details of a post-construction BREAAAM Report pursuant to condition 19 of planning permission (application no. 13/00049/FULMAJ) dated 17th June 2014.	Approved 02.09.2016
16/00479/FULL Broad Street	27 Austin Friars London EC2N 2QP	Installation of replacement louvered plant screen around existing plant on roof	Approved 02.09.2016
16/00538/LBC Candlewick	1 King William Street London EC4N 8DH	Application under section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to vary the approved drawings listed under condition 4 of the listed building consent 15/00661/LBC dated 23 December 2015 in order to reflect an amended junction detail on the St Swithin's Lane elevation.	Approved 02.09.2016
16/00530/TTT Castle Baynard	St Pauls Walk Blackfriars Pier London	Partial discharge of schedule 3 requirements relating to details of works to pipe subway pursuant to BLABF24 of the Thames Water Utilities Limited (Thames Tideway Tunnel) Order 2014 as amended.	Approved 01.09.2016
16/00766/FULL	7 Ludgate Circus	Installation of a new shopfront.	Approved

Castle Baynard	London EC4M 7LF		15.09.2016
16/00623/FULL Cheap	Becket House 36- 37 Old Jewry London EC2 8EY	Alteration of windows at 4th floor level to provide access to the existing flat roof terrace area on the Ironmonger Lane elevation. Installation of a glazed balustrade.	Approved 02.09.2016
16/00011/PODC Coleman Street	21 Moorfields Highwalk London EC2P 2HT	Submission of Local Training Skills and Job Brokerage Strategy pursuant to schedule 3 paragraph 4.2 of the section 106 agreement dated 25 November 2015 planning application reference 14/01179/FULEIA.	Approved 09.09.2016
16/00334/LBC Coleman Street	69 Moorgate London EC2R 6BH	Refurbishment of retail unit including installation of hanging sign on existing bracket, removal/relocation of existing internal joinery and installation of new internal lighting, AC units and other associated minor works.	Approved 09.09.2016
16/00757/LDC Coleman Street	Basildon House 7 - 11 Moorgate London EC2R 6AF	Samples of Portland Stone wall cladding and Domus Porcelain floor tiles pursuant to condition 2 of Listed Building Consent dated 21 June 2016 (ref: 16/00443/LBC).	Approved 09.09.2016
16/00758/MDC Coleman Street	Basildon House 7 - 11 Moorgate London EC2R 6AF	Samples of Portland Stone wall cladding and Domus Porcelain floor tiles pursuant to condition 2 of planning permission dated 21 June 2016 (ref: 16/00430/FULL).	Approved 09.09.2016
16/00697/FULL Cordwainer	62 - 63 Cheapside London EC2V 6BP	Alterations to the existing shopfront including: (i) replacement of the entrance recess panelling with glazing; (ii) removal of applied lattice work to the entrance doors; and (iii) repainting of existing infill panels.	Approved 09.09.2016
16/00698/ADVT	62 - 63 Cheapside London	Installation and display of: (i) one internally illuminated	Approved

Cordwainer	EC2V 6BP	fascia sign measuring 0.25m high, 2m wide, situated at a height above ground of 3.6m; (ii) one internally illuminated projecting sign measuring 0.6m high, 0.6m wide, at a height above ground of 3.59m.	09.09.2016
16/00509/FULL Cornhill	68 Cornhill London EC3V 3QX	Change of use of part of the lower ground floor from Offices (Class B1(a)) to Chiropractic Clinic (Class D1) (Total floorspace 78 sqm GIA).	Approved 09.09.2016
16/00707/FULL Cornhill	39 Cornhill London EC3V 3ND	Removal of existing solid frontage and replacement with full height glazed panels and replacement of the existing entrance door with glazed sliding doors on the St Michael's Alley elevation and associated internal alterations.	Approved 30.08.2016
16/00708/LBC Cornhill	39 Cornhill London EC3V 3ND	Internal alterations to include the removal of non-structural partitions at ground floor level and associated alterations in the finishes and lighting basement floor level.	Approved 30.08.2016
16/00764/FULL Cornhill	22 Old Broad Street London EC2N 1DP	Installation of rooftop plant equipment and associated works including plantscreen and ductwork.	Approved 02.09.2016
16/00780/FULL Cornhill	55 Bishopsgate London EC2N 3AS	Installation of extractor fan at sixth floor roof level.	Approved 02.09.2016
16/00729/LBC Cripplegate	182 Cromwell Tower Barbican London EC2Y 8DD	Proposed installation of suspended ceilings.	Approved 30.08.2016
16/00744/LBC Cripplegate	6 Wallside Barbican London EC2Y 8BH	Alterations to the utility room and installation of shower room.	Approved 30.08.2016
16/00746/LBC Cripplegate	174 Andrewes House Barbican London	The proposed removal of the existing glazed timber sliding door between the kitchen and	Approved 30.08.2016

	EC2Y 8BA	living room.	
16/00783/LBC Cripplegate	401 Willoughby House Barbican London EC2Y 8BN	Removal of several sections of non-structural internal wall.	Approved 30.08.2016
16/00718/MDC Farringdon Within	Site Bounded By 34-38, 39-41, 45-47 & 57B Little Britain & 20, 25, 47, 48-50, 51-53, 59, 60, 61, 61A & 62 Bartholomew Close London EC1	Window frame details for Phase 2 (Office B) pursuant to conditions 33 (a) (in part) and (c) (in part) of planning permission dated 24 July 15 (app ref: 15/00417/FULMAJ).	Approved 09.09.2016
16/00151/ADVT Farringdon Without	Bus Shelter Outside Atlantic House 50 Holborn Viaduct London EC1A 2FG	Internally illuminated advertisement measuring 2.37m high by 1.34m wide by 0.35m deep on bus shelter outside Atlantic House, 50 Holborn Viaduct (REFUSE).	Refused 15.09.2016
16/00641/PODC Langbourn	Land Bounded By Fenchurch Street, Fen Court, Fenchurch Avenue & Billiter Street (120 Fenchurch Street) London EC3	Submission of a Travel Plan pursuant to schedule 2 paragraph 9 of Section 106 agreement dated 30 March 2012 planning application reference 11/00854/FULEIA.	Approved 30.08.2016
16/00650/FULL Langbourn	60 Lombard Street London EC3V 9EA	Refurbishment of existing B1(a) office building including removal of existing rooftop lift/stair enclosure, plant and railings; construction of rooftop lift/stair enclosure and works facilitating the formation of a roof terrace; installation of replacement windows and doors; associated external/internal alterations including cycle storage/shower facilities.	Approved 13.09.2016
16/00651/LBC	60 Lombard	Refurbishment of existing	Approved

Langbourn	Street London EC3V 9EA	B1(a) office building including removal of existing rooftop lift/stair enclosure, plant and railings; construction of rooftop lift/stair enclosure and works facilitating the formation of a roof terrace; installation of replacement windows and doors; associated external/internal alterations including cycle storage/shower facilities.	13.09.2016
16/00748/MDC Langbourn	Land Bounded By Fenchurch Street, Fen Court, Fenchurch Avenue & Billiter Street (120 Fenchurch Street) London EC3	Details of a demolition method statement pursuant to condition 5 of planning permission dated 08/02/2016 (14/00237/FULMAJ).	Approved 13.09.2016
16/00769/MDC Langbourn	21, 21A Lime Street, 8, 10, 10A, 11A & 11B Ship Tavern Passage London EC3	Details of an acoustic report pursuant to condition 11 of planning permission 15/00089/FULL dated 16.04.2015.	Approved 15.09.2016
16/00713/FULL Lime Street	Hasilwood House 60 Bishopsgate London EC2N 4AW	(i) Replacement of the windows at ground floor level (ii) Change of use from a storage facility to a sports facility (Use Class D2) at lower ground floor level (12sqm).	Approved 31.08.2016
16/00714/LBC Lime Street	Hasilwood House 60 Bishopsgate London EC2N 4AW	Internal and external alterations including replacement of the windows at ground floor level in association with the proposed change of use from a storage facility (Use Class B8) to sports facility (Use Class D1) of 12sq.m of lower ground floor space.	Approved 30.08.2016
16/00734/ADVT	25 St Mary Axe London	Installation and display of: (i) internally illuminated fascia	Approved

Lime Street	EC3A 8AA	advertisement measuring 0.18m(h) x 3.82m(w), displayed at a height of 2.73m above ground floor level; (ii) internally illuminated fascia advertisement measuring 0.18m(h) x 2.18m(w), displayed at a height of 2.73m above ground floor level; (iii) externally illuminated projecting sign, with advertisement measuring 0.33m(h) x 0.52m(w), displayed at a height of 2.4m above ground floor level, (iv) two non-illuminated menu boxes measuring 1.05m(h) x 0.37m(w), displayed at a height of 0.85m above ground floor level.	02.09.2016
16/00731/LDC Tower	10 Trinity Square London EC3N 4AJ	Submission of a methodology of works for the installation of new sprinklers and smoke detectors and the removal and replacement of plaster columns and coving pursuant to conditions 2 (in part] of listed building consent (application no. 14/00778/LBC) dated 16th January 2015.	Approved 09.09.2016
16/00741/FULL Tower	Minories Public House 64 - 73 Minories London EC3N 1JL	Installation of a new kitchen extract flue.	Approved 31.08.2016
16/00557/ADVT Vintry	71 Queen Victoria Street London EC4V 4AY	Installation and display of i) one internally illuminated projecting sign measuring 0.6m wide by 0.9m high located at a height of 2.75m above ground floor level on the Garlick Hill elevation ii) individual internally illuminated lettering measuring 3m wide by 1.4m high located at a height of 5.1m above ground floor level on the Little Trinity Lane elevation.	Approved 31.08.2016

15/01369/LBC Walbrook	111 Cannon Street London EC4N 5AR	Removal and reinstatement of the London Stone within the building facade on Cannon Street.	Approved 30.08.2016
16/00607/ADVT Walbrook	27 - 32 Old Jewry London EC2R 8DQ	Installation and display of: (i) one fascia sign measuring 0.6m(h) by 1.99m (w), displayed at a height of 4.06m above ground floor level; (ii) one projecting sign measuring 0.54m(h) by 0.7m(w) displayed at a height of 3.91m above ground floor level.	Approved 09.09.2016

Agenda Item 5

Committee:	Date:	Item no.
Planning and Transportation	04/10/2016	
Subject: Valid planning applications received by Department of the Built Environment		
Public		

1. Pursuant to the instructions of your Committee, I attach for your information a list detailing development applications received by the Department of the Built Environment since my report to the last meeting.
2. Any questions of detail arising from these reports can be sent to plans@cityoflondon.gov.uk.

DETAILS OF VALID APPLICATIONS

Application Number & Ward	Address	Proposal	Date of Validation
16/00874/FULL Aldgate	Holland House, 1 - 4 Bury Street, London EC3A 5AW	Installation of a glass balustrade, decking at roof level and replacement of existing external doors at fifth floor level in association with the use of the flat roof as an external amenity terrace.	25/08/2016
16/00918/FULL Bassishaw	The Chartered Insurance Institute, 20 Aldermanbury, London EC2V 7HP	Demolition of existing stainless steel clad entrance and its associated access arrangements and replacement with a new single storey entrance extension (56.3sqm).	12/09/2016
16/00852/FULL Bishopsgate	17-18 Widgate Street, London E1 7HP	Application under Section 73 to vary condition 9 (Approved Plans) of planning permission (application no. 15/00141/FULL) dated 30th June 2015 to enable an increase in the roof ridge height of 0.6m.	23/08/2016
16/00881/FULL Bishopsgate	New Chapter House, 14 New Street, London EC2M 4TR	Demolition of existing plant room and erection of a new sixth floor level to provide additional B1(a) office accommodation (232sqm); formation of a 42sqm roof terrace; erection of a plant store at seventh floor level; alterations to the fenestration and entrance doors; associated internal alterations.	31/08/2016

16/00850/FULL Bread Street	St Paul's Cathedral School , 2 New Change London EC4M 9AD	(i) Erection of a three storey boarding house elevated on piers above ground floor level to the south of the site; (ii) demolition of existing 1980s dining room extension and erection of new dining room extension at ground floor level; (iii) erection of new access link bridge and steps between playground areas; and (iv) associated enabling and refurbishment works to St Augustine's Tower, St Augustine's House and the south playground (Total increase in floorspace 461sq.m GIA).	30/08/2016
16/00873/FULL Candlewick	70-72 King William Street, London EC4N 7HR	Change of use of basement premises from B1(a) office to flexible B1(a) office / D1 (sports medicine and therapy practice). Installation of ventilation grilles and condensing unit to lightwell.	30/08/2016
16/00842/FULL Coleman Street	25 Copthall Avenue, London EC2R 7BP	Replacement of the existing splayed entrance curtain walling system, access door and revolving door; handrail and balustrade; existing cream coloured wall tiles and existing glass floor panels with new vertical curtain wall system, new full height access door (with associated bollard for access) and revolving door, new textured plaster finish side walls, new white coloured soffit and new floor paving to match the existing paving.	18/08/2016
16/00883/FULEIA Coleman Street	21 Moorfields, Land Bounded By Moorfields, Fore Street Avenue, Moor Lane & New Union Street, London EC2P 2HT	Application under section 73 of the Town & Country Planning Act 1990 to vary condition 56 (Approved Plans) of planning permission (application no. 14/01179/FULEIA) dated 25th November 2015 to enable minor material amendments to the approved scheme including: (1) retention of the west building piles; (2) alterations to the external envelope including a reduction in the massing of the west building and an additional storey to the east building; and (3) alterations to the internal layout. [Revised GEA 62,543sq.m]	31/08/2016

		This application is accompanied by an Environmental Statement which is available for inspection with the planning application. Copies of the Environmental Statement may be obtained from Stephen Bridle at Waterman Energy, Environment & Design, Pickfords Wharf, Clink Street, London, and SE1 9DG, for £300, CD's are free of charge, and other formats at cost.	
16/00841/FULL Cordwainer	1 Poultry, London, EC2R 8EJ	Change of use of part of the ground and concourse levels from shops (class A1) use, restaurant and cafe (class A3) use and drinking establishment (class A4 use) to create a single unit for flexible uses (use classes A1, A3, A4 and D2) and associated external works.	02/09/2016
16/00825/FULL Cordwainer	Queens House, 8 - 9 Queen Street, London EC4N 1SP	Change of use of the first floor from office (class B1) to restaurant (class A3). External alterations including the replacement of windows, installation of a canopy and new plant.	15/09/2016
16/00510/FULL Farringdon Within	96 - 97 New Bridge Street, London, EC4V 6JJ	Replacement of the glazed double doors with a single glazed panel.	30/08/2016
16/00863/FULL Farringdon Without	322 High Holborn, London WC1V 7PB	Alterations to office entrance including, alterations to existing columns and replacement lighting.	23/08/2016
16/00848/FULL Farringdon Without	98 Fetter Lane, 12 Norwich Street & 6- 10 Norwich Street, London EC4A 1EP	The provision of a glazed extension at ground, first, second, third and fourth floor level with a flat roof at fifth floor level to create a link between the newly erected 98 Fetter Lane/12 Norwich Street and the existing 6-10 Norwich Street.	24/08/2016
16/00824/FULL Farringdon Without	12 Cock Lane, London EC1A 9BU	Alterations to the entrance including level access from the pavement and updating of lighting and finishes.	30/08/2016
16/00902/FULL Farringdon Without	4 Staple Inn, London WC1V 7QH	Change of use from B1(a) office to D1 therapy clinic.	06/09/2016
16/00913/FULL Lime Street	5 - 7 St Helen's Place, London EC3A 6AB	Replacement of doors to No's 5 and 7 St Helens Place; Installation of glass and metal balustrade to first floor level to the rear/south of the property in association with the formation of a roof terrace.	12/09/2016

16/00932/FULL Lime Street	The Leadenhall Building, 122 Leadenhall Street London EC3V 4AB	Change of use of the 42nd floor from office (Use Class B1a) to flexible office/events space (Use Class B1/D2/Sui Generis).	15/09/2016
16/00876/FULL Portsoken	48 - 49 Aldgate High Street, London, EC3N 1AL	Removal of two window panes at rear to allow kitchen flue and HVAC ducting to pass through to the exterior of the building. Ducting will terminate at roof level.	08/09/2016
16/00922/FULL Tower	51 - 54 Fenchurch Street, London, EC3M 3JY	Variation of conditions 5 (cycle storage) and condition 7 (adherence to the approved plans) of planning permission Ref. 16/00484/FULL dated 19.08.2016 to reduce the amount of cycle parking storage.	13/09/2016
16/00594/FULL Vintry	The Hatchet Public House, 28 Garlick Hill, London EC4V 2BA	Erection of a two storey extension comprising an internal staircase, creating 40sq.m of new floorspace in association with the public house.	19/09/2016

Committee:	Date:
Planning and Transportation	4 October 2016
Subject: 1-3, 4, 5, 7 & 8 Fredericks Place & 35 Old Jewry London EC2R 8AE Refurbishment of 1-3, 4, 5, 7 and 8 Fredericks Place and 35 Old Jewry including change of use from office (Class B1) to restaurant (Class A3) and flexible Shop (Class A1)/Office (Class B1) use at part ground and part lower ground floors at 1-3 Frederick's Place; and change of use from office (Class B1) to flexible Shop (Class A1)/Office (Class B1) use at part ground and part lower ground floors at 35 Old Jewry. Rationalisation of roof plant and other associated works.	Public
Ward: Cheap	For Decision
Registered No: 15/01308/FULL	Registered on: 16 December 2015
Conservation Area: Guildhall	Listed Building: Grade II

Summary

Planning permission is sought for the general refurbishment and part change of use of four buildings on Frederick's Place that form part of the Mercers' Livery Company's "Home Estate". The proposals include the rationalisation of roof plant, the provision of roof terraces and changes of use to provide a new restaurant (Class A3) and two areas of flexible Shop (Class A1)/Office (Class B1).

The proposals would provide 692sq.m (GEA) of new restaurant floorspace (Class A3) and 606sq.m (GEA) of flexible shop (Class A1) or office (Class B1) use at ground, basement and lower basement levels across the site. [1,298sq.m Total]

Six objections have been received. These are from City Heritage, the City of London Conservation Area Advisory Committee, neighbouring commercial and residential occupiers and freeholders. The objections are principally in relation to the potential for noise and visual impacts on the special character and appearance of the Guildhall Conservation Area and the amenity of neighbouring commercial and residential occupiers. It is my view that the

objections have been addressed both through amendments to the proposals and, where appropriate, the imposition of suitable conditions.

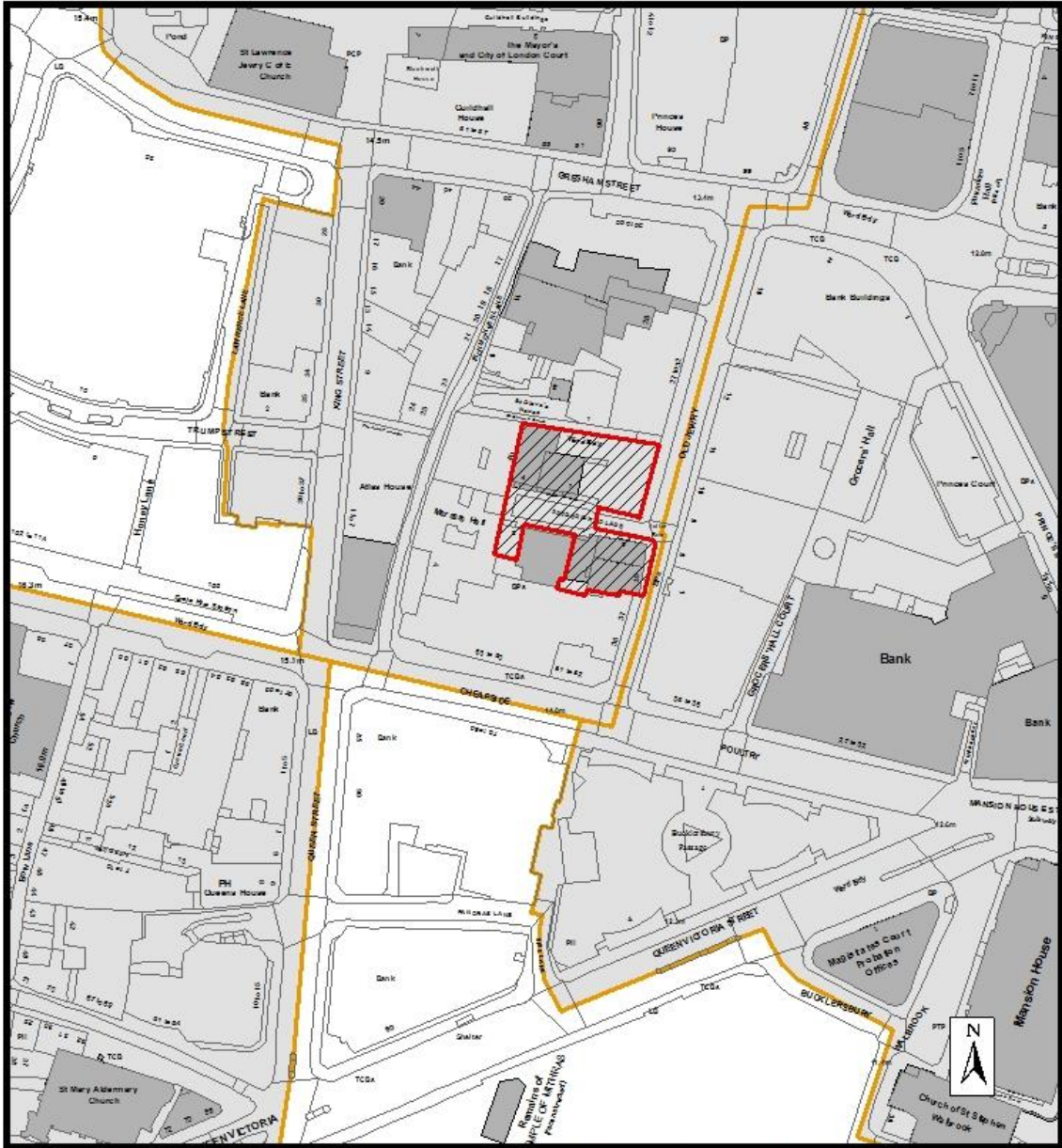
The proposals would not harm the special character and visual amenity of this part of the Guildhall Conservation Area or the appearance, character and special architectural and historic interest of the listed buildings in Frederick's Place or the setting of nearby listed buildings, including the grade I Tower of St. Olave's Church.

The proposals are substantially in compliance with the provisions of the development Plan.

Recommendation

That planning permission be GRANTED for the above proposal in accordance with the details set out in the attached schedule.




Site Location Plan



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ADDRESS:
1-3, 4, 5, 7 & 8 Frederick's Place & 35 Old Jewry

CASE No.
15/01308/FULL &
15/01309/LBC

-  SITE LOCATION
-  LISTED BUILDINGS
-  CONSERVATION AREA BOUNDARY



DEPARTMENT OF THE BUILT ENVIRONMENT



1-3 Frederick's Place

Case No. 15-01308-FULL & 15-01309-LBC



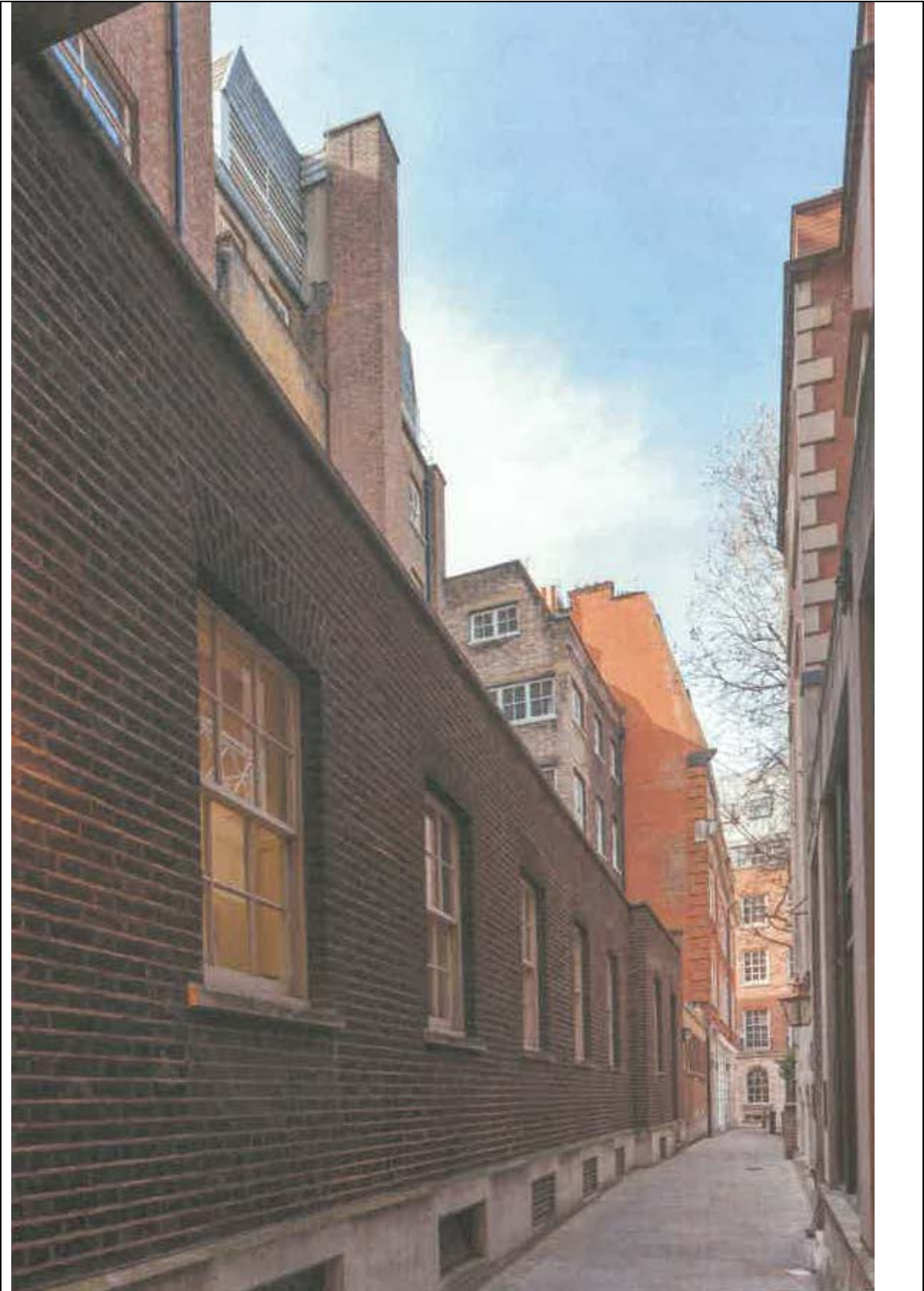
4 Frederick's Place
Case No. 15-01308-FULL & 15-01309-LBC



5 Frederick's Place
Case No. 15-01308-FULL



7-8 Frederick's Place & 35 Old Jewry
Case No. 15-01308-FULL & 15-01309-LBC



St. Olave's Court – Looking West
Case No. 15-01308-FULL & 15-01309-LBC



1 Frederick's Place, Old Jewry Elevation – Looking South
Case No. 15-01308-FULL & 15-01309-LBC

Main Report

Introduction

1. This report is prepared in respect of application numbers 15/01308/FULL and 15/01309/LBC.

Site

2. Frederick's Place was developed as a speculative residential development in the 18th century by the Adam brothers. It is characterised by late 18th century Georgian and neo-Georgian town houses arranged around a close.
3. The whole of the site lies within the Guildhall Conservation Area and is of high significance in terms of its architectural and historic interest and provides a positive contribution to the character and appearance of the conservation area.
4. The proposals affect a number of buildings in terms of their listed status and use:
 - (a) 1-3 Frederick's Place. Nos. 2 & 3 are listed grade II. Basement, ground and 4 upper floors in office (Class B1) use.
 - (b) 4 Frederick's Place. Listed grade II. Basement, ground and 5 upper floors in office (Class B1) use.
 - (c) 5 Frederick's Place. Not Listed. Basement, ground and 4 upper floors in office (Class B1) use.
 - (d) 7-8 Frederick's Place and 35 Old Jewry. Listed grade II. Basement, ground and 4 upper floors in office (Class B1) use.
5. A number of the buildings have been altered internally and/or externally due to fire, bomb damage and the changing requirements of occupiers.
6. The site is adjacent to the western boundary of the Bank Conservation Area.

Proposal

7. Planning permission and listed building consent are sought for the following principal works:
 - (a) 1-3 Fredericks Place - Refurbishment and a change of use at part ground and part lower ground floor levels to provide a restaurant (Class A3) and an area of flexible shop (Class A1)/office (Class B1); the reintroduction of an entrance at No. 2 and the creation of roof terraces at 1st, 4th and 5th floor levels to the rear on the St. Olave's Court elevation; creation of a restaurant entrance on Old Jewry and refuse store on St. Olave's Court.
 - (b) 4 Fredericks Place – Refurbishment including rebuilding of rear single storey extension and provision of ancillary sleeping accommodation at 3rd and 4th floor levels.

(c) 5 Fredericks Place - Refurbishment of building as offices, with a new reception area, relocation of plant from roof to lower ground floor level and creation of a roof terrace.

(d) 7-8 Fredericks Place and 35 Old Jewry - General refurbishment and provision of a new entrance hall at No. 8. Change of use from office (Class B1) to flexible restaurant (Class A3)/Office (Class B1) use at ground and lower ground floor levels.

Consultations

8. The views of other City of London departments have been taken into account in the preparation of this scheme and some detailed matters are addressed by conditions. These include matters relating to environmental controls such as noise, fume extraction and ventilation and, controls during building operations.
9. Historic England does not wish to comment and says that the application should be determined in accordance with national and local policy guidance and on the basis of the City's specialist conservation advice.
10. Thames Water has no objections to the proposals.

Objections

11. Objections have been received from City Heritage, the City of London Conservation Area Advisory Committee, neighbouring commercial and residential occupiers and freeholders. The objections are summarised below and are attached in full to this report. The issues raised are addressed in the appropriate sections under 'Considerations'.
12. The City Heritage Society is concerned that the proposed change of use and associated works would be detrimental to the character and appearance of the conservation area.
13. The City of London Conservation Area Advisory Committee objected to the proposed alterations to windows on Old Jewry and St. Olave's Court.
14. The commercial occupiers of St. Olave's House, Winter Scott LLP, object to the proposals due to the potential impact on heritage assets, particularly the setting of the Tower of St. Olave's Church (listed grade I) which provides the entrance to their offices. They are concerned that the use and noise generated by the use of the proposed 1st floor roof terrace could impact on their business operation. They also question the proposed location of the restaurant waste store on St. Olave's Court.
15. The residential occupier of 9 Ironmonger Lane objects to the principle of roof terraces on the rear of 1-3 Frederick's Place due to the potential for noise and overlooking. He is concerned in respect of the potential impacts from construction noise during the building works.
16. The residential occupier of 5 St. Olave's Court, which forms part of St. Olave's House, has objected to the proposals due to the proximity and

potential for noise generation and overlooking from use of the roof terraces, noise from the first floor plant enclosure, the location and potential for noise and odours from the waste collection store, the impact on heritage assets and construction noise.

17. The London Diocesan Fund (LDF) as freeholders of 9 Ironmonger Lane and St. Olave's House object to the proposals on the potential for noise generation from the proposed roof terraces, restaurant and first floor plant enclosure. They are concerned at the potential for disturbance and odour from the restaurant waste collection store.
18. The LDF also raised concern that, as a neighbouring freeholder, they were not directly consulted in respect of the applications. It should be noted that the applications were advertised both on site and in the local press (the Evening Standard) in accordance with Government guidance and the City's Statement of Community Involvement.

Policy Context

19. The development plan consists of the London Plan and the Local Plan. The London Plan and Local Plan policies that are most relevant to the consideration of this case are set out in Appendix A to this report.
20. Government Guidance is contained in the National Planning Policy Framework (NPPF).

Considerations

Introduction

21. The Corporation, in determining the planning application has the following main statutory duties to perform:
 - To have regard to the provisions of the development plan, so far as material to the application and to any other material considerations (Section 70 Town & Country Planning Act 1990);
 - To determine the application in accordance with the development plan unless other material considerations indicate otherwise (Section 38(6) of the Planning and Compulsory Purchase Act 2004);
 - For development which affects a listed building or its setting, to have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses (S66 (1) Planning (Listed Buildings and Conservation Areas) Act 1990) and;
 - For development within or adjoining a conservation area, special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area and its setting (S72 (1) Planning (Listed Buildings and Conservation Areas) Act 1990).
22. Paragraph 131 of the NPPF advises, "In determining planning applications, local planning authorities should take account of:

- the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
 - the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and
 - the desirability of new development making a positive contribution to local character and distinctiveness.”
23. The NPPF states at paragraph 14 that “at the heart of the NPPF is a presumption in favour of sustainable development which should be seen as a golden thread running through both plan-making and decision-taking For decision-taking this means: approving development proposals that accord with the development plan without delay...” It further states at Paragraph 2 that:
- “Planning Law requires that applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise”.
24. It states at paragraph 7 that sustainable development has an economic, social and environmental role.
25. In considering the planning application before you, account has to be taken of the statutory and policy framework, the documentation accompanying the application, and views of both statutory and non-statutory consultees.
26. The principal issues in considering this application are:
- The extent to which the proposals comply with Government policy advice (NPPF).
 - The extent to which the proposals comply with the relevant policies of the London Plan and the Local Plan.
 - The impact of the proposal on heritage assets.
 - The impact on the nearby buildings and spaces, including daylight/sunlight and amenity.
 - The acceptability of the proposed changes of use.

Retail Uses

27. The proposals would provide a total of 1,298sq.m (GEA) of retail floorspace:

Class A1

- (a) 1-3 at basement (103sq.m) and ground (78sq.m) floor levels.
- (b) 7-8 Fredericks Place and 35 Old Jewry at basement (196sq.m) and ground (229sq.m) floor levels.

Class A3

- (c) 1-3 at lower basement (116sq.m), basement (295sq.m) and ground (281sq.m) floor levels. It is noted that the floorspace within the lower basement area would be for the provision of mechanical plant to serve the restaurant use above. It is anticipated that the Class A3 use would provide 140 covers for a mid-range restaurant and would be lower for a fine dining establishment.
28. Policy CS6: Cheapside and St. Paul's of the Local Plan encourages the provision of larger retail units fronting Cheapside and the development of smaller units in surrounding streets, "...particularly in the Guildhall and Bow Lane Conservation Areas."
29. Cheapside, which is within 50m of the entrance to Frederick's Place, is a Principal Shopping Centre (PSC) as identified in policy CS20: Retailing. Policy CS20.3 gives priority to shops (Class A1) within the PSCs with other retail uses directed to the peripheries of the centres.
30. It is considered that the proposed retail provision (Class A1 and A3), together with the existing and permitted retail units on Old Jewry, would further enliven the street frontages and help support the vitality and viability of the Cheapside PSC in accordance with the above policies.

Offices

31. There is a loss of 692sq.m rising to a maximum of 1,298sq.m of office floorspace across the site should the flexible areas not be used for offices. However, the proposals would result in substantial improvements to the quality of the remaining office stock within Frederick's Place (5,414sq.m to 6020sq.m). If the maximum amount of retail floorspace were implemented, 710sq.m (approximately 55%) of the floorspace would be at basement level or below.
32. The proposed retail uses would increase vitality at street level and complement office uses in the area.
33. It is considered that on balance, the proposals would not harm the City's primary business function and, therefore, would be in accordance with the aims of Local Plan Policy DM1.1.

Servicing and Parking

34. The waste storage and collection facilities have been agreed with the Community Facilities Manager.
35. Concerns have been raised in respect of the potential for noise and odour generation from the refuse point on St. Olave's Court, especially given its proximity to the residential entrance for the Rectory at St. Olave's House.
36. The Community Facilities Manager has agreed that the refuse bay would operate as a holding point. Waste would be transported from the basement store to the presentation point via an internal hoist and, at the time of collection, it would be trundled 10m along the east end of St. Olave's Court to a refuse collection vehicle on Old Jewry. There

would be two collections per day; one for standard waste and one for recyclables.

37. The refuse bay would be constructed in accordance with British Standard BS5906 and fitted with permanent, fly and vermin proof ventilators. A hose union tap would be fitted and a trapped gully would be connected to the foul sewer. The walls of the presentation area and associated routes within the building would be constructed of materials suitable for washing down. Internal and external doors would be self-closing.
38. A condition limiting the hours when collection of the waste can be carried out is recommended.
39. The location of the waste presentation point near to a residential unit is not an uncommon situation within the City and elsewhere. There are many locations where residential units are sited directly above or adjacent to shops and restaurants and associated waste storage areas. The way the waste presentation point would be operated and constructed together with a condition limiting the hours for collection, would ensure that issues related to noise and odour generation would be managed and kept to a minimum.
40. As in the existing situation, servicing would be from the street with vehicles stopping either in Frederick's Place or on Old Jewry.
41. The Transport Assessment provided with the application indicates a maximum of three additional LGV trips would arise as a result of the proposed restaurant provision which would not significantly impact on the local road network.
42. The site is identified as being located in an area with a Public Transport Accessibility Level (PTAL) of 6b, the highest level of accessibility and rated as "Excellent".
43. The proposed restaurant (Class A3) uses would generate a requirement for 20 staff and five short-term cycle spaces for visitors.
44. It is proposed to provide 63 secure, covered and lit cycle parking spaces for staff within the existing vaults located underneath Frederick's Place. Showers, lockers and changing facilities would be provided within each of the individual buildings. The restaurant staff would have access to the vault level cycle parking areas.
45. Short-term cycle spaces should be in accessible locations; normally at street level. However, the nature of the site, which is bounded by public highway on all sides, makes this impossible within the site boundary. It is therefore proposed to provide access to the vault areas when required.

Pedestrian movements

46. Concerns have been raised as to the potential impact of increased pedestrian movement along St. Olave's Court as a result of the proposed restaurant provision at Nos. 1-3 Frederick's Place.

47. The proposed Class A3 use would be accessed from Old Jewry and it is anticipated that it would provide 140 covers for a mid-range restaurant; fewer for fine dining.
48. The principal pedestrian flows in the area are along Cheapside, Gresham Street and Old Jewry and the majority of customers for the restaurant would use these routes. Therefore, given the limited number of covers it is unlikely that St. Olave's court would experience significant increases in pedestrian activity over the case for a fully occupied office space.

Design

External Alterations

Roof Level

49. The proposed external additions include slate clad roof plant enclosures to Nos. 1-3 and 8 and 35 Old Jewry. These would replace existing roof plant and structures which would be removed.
50. At No 5 (not listed) the existing mansard would be altered and a small hipped roof behind the front parapet would be removed to create a small roof terrace.
51. The proposed roof additions and alterations have been amended to minimise visual impact in views from street level and to blend with the existing slate roofs, respecting the special architectural interest of the listed buildings and their settings and the character of this part of the Guildhall Conservation Area.

Ground Level

52. Alterations to the ground level front facades are proposed at No 2 where a window would be replaced with a new entrance door in a location where the original entrance door was, as indicated by the surviving overthrow.
53. A ground floor window on the Old Jewry facade of 1 Frederick's Place would be replaced with an entrance door for the proposed restaurant unit. The proposals originally sought to alter a double window bay to create a larger opening but this has been amended to address concerns raised by the City of London Conservation Area Advisory Committee.

St. Olave's Court Facades

54. At the rear of Nos.1-3 the existing ground floor windows facing onto St. Olave's Court would be lengthened and, at the eastern end, a refuse holding/collection area and ventilation grill would be created.
55. At the rear of Nos. 2 and 3 a glazed roof lantern would be removed from the 1st floor flat roof area and a modern, six storey brick duct would be removed from the rear facade.
56. At No.4 the existing mid-20th century rear single storey extension would be demolished and rebuilt to match the adjoining single storey extension at the rear of Nos.1-3.

Terraces

57. New balustrades and decking would be installed on the flat roof areas to create accessible terraces at 1st, 4th and 5th floor levels at Nos.1-3. A new terrace area would be created at 1st floor level as part of the rebuilding of the single storey extension at No.4. A total of four windows would be altered to provide access to the terrace areas.
58. Objections have been raised in respect of the proposed roof terraces due to concerns over the potential for noise generation and overlooking.

1st Floor Terraces

59. With regard to potential disturbance of the two neighbouring residential occupiers, the applicants have agreed to the imposition of a condition limiting the hours of use of the 1st Floor terraces to between 8am and 6pm Monday to Friday with no permitted use on weekends or Bank Holidays. This would reflect the position taken in similar circumstances elsewhere in the City.
60. The applicants have stated that, the standard leases for the accommodation will prohibit the use of the terraces for smoking. This undertaking is welcomed but cannot be controlled through planning conditions.
61. In terms of overlooking, at 1st floor level the balustrade would be 1.3m above finished floor level, rather than the normally required 1.1m, and would be glazed with translucent glass. At the nearest points, the balustrade would be approximately 2.8m from the 1st floor windows at St. Olave's House (commercial) and 12m from the nearest point of 9 Ironmonger Lane (residential). The proximity of the terraces has been raised as a point of concern.
62. The close proximity of neighbouring occupiers is a common occurrence in a densely developed area such as the City where developments share lightwells or have small alleyways and passages between. The buildings to the east of St. Olave's House (27-32 Old Jewry and 11 Ironmonger Lane) have some instances of windows on their rear elevations within a similar range of proximity to the proposed 1st floor terrace.
63. There is a distance of approximately 12m (nearest points) from the roof terrace balustrade at No.4 to the residential property at 9 Ironmonger Lane. Between the two buildings lays St. Olave's Court and the churchyard of St. Olave's which provides a significant level of tree coverage. The likelihood of direct overlooking is limited. As stated above, the hours of use of the terrace would be limited to safeguard the amenity of neighbouring residential occupiers.

4th and 5th Floor Terraces

64. The residential accommodation at 5 St. Olave's Court is at 2nd and 3rd floor levels with a roof terrace above. The small terraces at 4th and 5th floor levels would be approximately 6.5m and 9m respectively from the

nearest residential window which reflects the existing situation in relation to the office windows below the existing flat roof areas.

65. It is recognised that these proposed terraces do not comply with policy DM10.3 of the Local Plan that seeks to resist roof gardens and terraces that immediately overlook residential premises. However, it is also recognised that these outside areas would provide much needed amenity space for the office occupiers during usual daytime working hours. The applicants have, therefore, agreed to the imposition of a condition limiting the hours of use of the 3rd and 4th floor terraces to between 9am and 6pm Monday to Friday with no permitted use on weekends or Bank Holidays.
66. It is considered, because of the size of the terraces, the restrictions on hours of use and the applicants' intention to further restrict the type of use, that the proposed terraces would not cause undue impact on the privacy and use of the residential unit.
67. A timber clad plant enclosure would be installed on the 1st floor terrace at the rear of No.3. Concerns have been raised in relation to the potential for noise and air pollution. The enclosure would house heat rejection units related to the use of No.4 and would not provide any extraction that might cause foul odours. Conditions are recommended to ensure that noise levels meet the City's standards in relation to plant noise.

Conclusion

68. Subject to appropriate conditions, the alterations to the external facades are considered acceptable in design and listed building terms and would not detract from the character of the listed and other buildings within the conservation area.

Internal Alterations

69. Internal alterations are proposed to refurbish the existing listed buildings in order to improve the office accommodation and provide new shop and restaurant facilities.
70. The buildings on the site have all been altered internally. Where the original historic plan form and original architectural features survive, they would be respected and preserved. Nib walls and downstands would be retained where new openings are proposed to ensure the historic plan form is legible.
71. The proposed internal alterations would not harm the special architectural and historic interest of the listed buildings on the site.

Impact on the character of the Guildhall Conservation Area

72. Objections have been raised to the proposed change of use and associated alterations to the rear onto St Olave's Court due to concerns regarding the potential impact on the quiet character of St. Olave's Court and the setting of nearby listed buildings including the Tower of St Olave's Church (listed grade I).

73. The proposals include new plant enclosures to rationalise the existing miscellaneous plant installations at roof level, new terraces and lengthening of existing ground floor level window openings on St. Olave's Court and the alteration of a window on Old Jewry Street to create a new entrance to the proposed restaurant.
74. The new roof top plant would be satisfactorily integrated into the form and architectural character of the existing buildings and would replace existing boxy and prominent plant enclosures at roof level, enhancing the appearance of the buildings in street and higher level views.
75. Although, the existing windows and openings along St. Olave's Court would be altered to a more modern design, there would be no adverse impact on the existing character of this facade.
76. The setting to the listed church tower would not be adversely affected by the proposals.
77. The roof terraces facing onto St. Olave's Court would be enclosed by balustrades and the plant would be enclosed by screens, the detailed design of which would be reserved by conditions to ensure a satisfactory appearance.
78. The proposed alterations are acceptable in design terms and would enhance the appearance of St. Olave's Court.
79. The proposals would not harm the appearance, character and special architectural and historic interest of the buildings or the setting of nearby listed buildings, including the grade I Tower of St. Olave's Church. They would not harm the special character and visual amenity of this part of the Guildhall Conservation Area.

Daylight and Sunlight

80. Loss of daylight and outlook is a material planning consideration. Policy DM10.7 of the Local Plan seeks "To resist development which would reduce noticeably the daylight and sunlight available to nearby dwellings and open spaces to levels which would be contrary to the Building Research Establishment's guidelines".
81. A report has been submitted analysing the effect of the proposal on daylight and sunlight to residential units at:
 - The Rector's Flat, 3rd Floor St Olave's House, St. Olave's Court
 - 9 Ironmonger Lane
82. The analysis has been carried out in accordance with the Building Research Establishment (BRE) guidelines "Site Layout Planning for Daylight and Sunlight". The guidelines are advisory rather than mandatory and need to be interpreted flexibly, taking into account other factors which might also affect the site.
83. The analysis indicates that the neighbouring residential properties would continue to meet the BRE criteria for Vertical Sky Component (VSC) and Annual Probable Sunlight Hours (APSH) with no noticeable loss of daylight or sunlight.

Amenity Space

84. The amenity space of St. Olave's Churchyard has not been assessed as it is considered that the modest increases in height at the eastern end of Frederick's Place that would be generated by the revised roof level plant enclosures would not materially increase the existing level of overshadowing caused by the existing buildings that adjoin the proposal site.

Other Properties

85. There are no other residential premises where daylight or sunlight would be affected by this proposal.

Sustainability and Energy

86. The applicants have submitted an Energy Statement. The proposed energy efficiencies indicate that the refurbished buildings are expected to achieve a 32.4% improvement over the 2013 Building Regulations Target Emissions.
87. As refurbishments these properties are expected to achieve the greatest feasible and viable energy savings rather than meet the London Plan target of 35% improvement over the 2013 Building Regulations. As a refurbishment rather than new build, the conservation of embodied carbon contributes to the minimisation of carbon emissions associated with the proposals.

Building Operations

88. A scheme for protecting nearby residents and commercial occupiers from noise, dust and other environmental effects during the works would be required by condition and would need to be approved prior to the works being carried out.

Archaeology

89. The site is in an area of important archaeological potential of all periods. It lies in the centre of the Roman town with evidence of Roman activity from the 1st to the 3rd century. A Roman east-west road passes through the north side of the site, and there is evidence of a 3rd century building with mosaic floors. The 9-11th century Church of St. Olave Jewry is to the north of St Olave's court. The associated burial ground lies over the north-eastern part of the site, and burials may still survive here. There were extensive medieval properties on the site, including the birth place of St Thomas a Becket. In 1227-28 a church and conventual buildings were established following his canonisation. In the 16th century the Mercer's Company acquired the site and built a Hall and other buildings.
90. The current building has a basement across the entire site and partial sub-basement mainly located in the east of the site, which would have truncated some, but not all archaeological deposits.
91. Across the majority of the site, the proposals would not involve any works below the existing basement and sub-basement and would, therefore, not have an impact on archaeological remains. At No.4

Frederick's Place, the development would include new foundations and underpinning to support the rebuilt rear extension. This work would impact on archaeological remains, and archaeological evaluation is needed to investigate the impact of the proposals, to provide more information on archaeological survival in this area and to inform a mitigation design.

92. Conditions are attached to cover archaeological evaluation, a programme of archaeological work and foundation design.

Planning Obligations and Community Infrastructure Levy

93. The proposals do not meet the criteria to trigger the imposition of any planning obligations or CIL charges.

Conclusion

94. Subject to the imposition of appropriate conditions, the proposals would not unduly impact on the amenity of neighbouring residential and commercial occupiers.
95. The proposals would not impact to any noticeable level on daylight and sunlight levels to neighbouring residential properties.
96. The proposals would not harm the appearance, character and special architectural and historic interest of the impacted listed buildings in Frederick's Place or on the setting of nearby listed buildings, including the grade I Tower of St. Olave's Church.
97. The proposals would not harm the special character and visual amenity of this part of the Guildhall Conservation Area.
98. The scheme provides an appropriate mix of uses.
99. The proposals are substantially in compliance with the provisions of the development Plan.
100. I recommend planning permission be granted as set out in the Recommendation and Schedule.

Background Papers

Application Documents

Design and Access Statement by John Robertson Architects rec'd 11.12.2015
Planning Statement by DP9 rec'd 11.12.2015
Daylight and Sunlight Report by Deloitte LLP rec'd 11.12.2015
Environmental Noise Report by Cundall Johnston Partners LLP rec'd 11.12.2015
Waste Management Strategy by WSP Parsons Brinckerhoff rec'd 11.12.2015
Transport Assessment by WSP Parsons Brinckerhoff rec'd 11.12.2015
Travel Plan by WSP Parsons Brinckerhoff rec'd 11.12.2015
Energy Statement by KJ Tait Engineers rec'd 11.12.2015
Heritage Appraisal by KM Heritage rec'd 11.12.2015
Historic Environment Assessment by Museum of London Archaeology rec'd 11.12.2015
Supplementary Information outlining Refuse Storage Facilities by John Robertson Architects rec'd 11.02.2016

Drawings

P00/001 Rev. P3, P00/002 Rev. P2, P00/003 Rev. P2, P00/004 Rev. P2, P00/005 Rev. P2, P00/006 Rev. P2, P00/007 Rev. P2, P00/008 Rev. P2, P00/009 Rev. P2, P00/010 Rev. P3, P00/011 Rev. P3, P00/012 Rev. P2, P00/013 Rev. P2, P00/014 Rev. P3, P00/015 Rev. P2, P00/016 Rev. P2, P00/017 Rev. P2, P00/020 Rev. P3, P00/022 Rev. P3, P00/023 Rev. P2, P00/024 Rev. P2, P00/025 Rev. P2, P00/026 Rev. P2; 1754_MP_SK03_042.

Internal

Memorandum 30.12.2015 City of London Markets and Consumer Protection, Pollution Team

Memorandum 05.01.2016 Community Facilities Manager

External

Planning Permission:

Email 04.01.2016 Thames Water
Letter 06.01.2016 Historic England
Letter 27.01.2016 City Heritage
Minute 28.01.2016 City of London Conservation Area Advisory Committee
Letter 08.02.2016 Building Design Partnership Limited (Residential

Objection)

Letter 08.02.2016 Building Design Partnership Limited (Commercial Objection)

Letter 23.03.2016 DP9

Letter 18.05.2016 Building Design Partnership Limited (Commercial Objection)

Letter 18.05.2016 Building Design Partnership Limited (Residential Objection)

Letter 19.05.2016 Building Design Partnership Limited (Residential Objection)

Email 14.06.2016 Building Design Partnership Limited

Email 03.08.2016 Building Design Partnership Limited

Letter 05.08.2016 Dominic Lawson Bespoke Planning (Commercial Objection)

Email 21.09.2016 DP9

Listed Building Consent:

Letter 06.01.2016 Historic England

Letter 14.01.2016 Historic England (Secretary of State)

Letter 08.02.2016 Building Design Partnership Limited (Residential Objection)

Letter 08.02.2016 Building Design Partnership Limited (Commercial Objection)

Letter 23.03.2016 DP9

Letter 05.08.2016 Dominic Lawson Bespoke Planning (Commercial Objection)

Appendix A

London Plan Policies

Policy 4.1 Promote and enable the continued development of a strong, sustainable and increasingly diverse economy; Support the distinctive and crucial contribution to London's economic success made by central London and its specialist clusters of economic activity; Promote London as a suitable location for European and other international agencies and businesses.

Policy 4.5 Support London's visitor economy and stimulate its growth, taking into account the needs of business as well as leisure visitors and seeking to improve the range and quality of provision.

Policy 4.8 Support a successful, competitive and diverse retail sector which promotes sustainable access to the goods and services that Londoners need and the broader objectives of the spatial structure of this Plan, especially town centres.

Policy 5.2 Development proposals should make the fullest contribution to minimising carbon dioxide emissions.

Policy 7.2 All new development in London to achieve the highest standards of accessible and inclusive design.

Policy 7.4 Development should have regard to the form, function, and structure of an area, place or street and the scale, mass and orientation of surrounding buildings. It should improve an area's visual or physical connection with natural features. In areas of poor or ill-defined character, development should build on the positive elements that can contribute to establishing an enhanced character for the future function of the area.

Policy 7.6 Buildings and structures should:

- a. Be of the highest architectural quality
- b. Be of a proportion, composition, scale and orientation that enhances, activates and appropriately defines the public realm
- c. Comprise details and materials that complement, not necessarily replicate, the local architectural character
- d. Not cause unacceptable harm to the amenity of surrounding land and buildings, particularly residential buildings, in relation to privacy, overshadowing, wind and microclimate. This is particularly important for tall buildings
- e. Incorporate best practice in resource management and climate change mitigation and adaptation
- f. Provide high quality indoor and outdoor spaces and integrate well with the surrounding streets and open spaces
- g. Be adaptable to different activities and land uses, particularly at ground level
- h. Meet the principles of inclusive design
- i. Optimise the potential of sites.

Policy 7.8 Development should identify, value, conserve, restore, re-use and incorporate heritage assets, conserve the significance of heritage assets and their settings and make provision for the protection of archaeological resources, landscapes and significant memorials.

Relevant Local Plan Policies

CS1 Provide additional offices

To ensure the City of London provides additional office development of the highest quality to meet demand from long term employment growth and strengthen the beneficial cluster of activities found in and near the City that contribute to London's role as the world's leading international financial and business centre.

DM1.1 Protection of office accommodation

To refuse the loss of existing (B1) office accommodation to other uses where the building or its site is considered to be suitable for long-term viable office use and there are strong economic reasons why the loss would be inappropriate. Losses would be inappropriate for any of the following reasons:

- a) prejudicing the primary business function of the City;
- b) jeopardising the future assembly and delivery of large office development sites;
- c) removing existing stock for which there is demand in the office market or long term viable need;
- d) introducing uses that adversely affect the existing beneficial mix of commercial uses.

DM1.5 Mixed uses in commercial areas

To encourage a mix of commercial uses within office developments which contribute to the City's economy and character and provide support services for its businesses, workers and residents.

CS6 Meet challenges Cheapside/St Paul's

To develop Cheapside and St Paul's area as the City's 'high street' and key visitor destination, increasing the amount of high quality retailing, promoting the City's unique cultural and leisure activities and heritage, and improving the pedestrian environment.

CS10 Promote high quality environment

To promote a high standard and sustainable design of buildings, streets and spaces, having regard to their surroundings and the character of the City and creating an inclusive and attractive environment.

DM10.1 New development

To require all developments, including alterations and extensions to existing buildings, to be of a high standard of design and to avoid harm to the townscape and public realm, by ensuring that:

- a) the bulk and massing of schemes are appropriate in relation to their surroundings and have due regard to the general scale, height, building lines, character, historic interest and significance, urban grain and materials of the locality and relate well to the character of streets, squares, lanes, alleys and passageways;
- b) all development is of a high standard of design and architectural detail with elevations that have an appropriate depth and quality of modelling;
- c) appropriate, high quality and durable materials are used;
- d) the design and materials avoid unacceptable wind impacts at street level or intrusive solar glare impacts on the surrounding townscape and public realm;
- e) development has attractive and visually interesting street level elevations, providing active frontages wherever possible to maintain or enhance the vitality of the City's streets;
- f) the design of the roof is visually integrated into the overall design of the building when seen from both street level views and higher level viewpoints;
- g) plant and building services equipment are fully screened from view and integrated in to the design of the building. Installations that would adversely affect the character, appearance or amenities of the buildings or area will be resisted;
- h) servicing entrances are designed to minimise their effects on the appearance of the building and street scene and are fully integrated into the building's design;
- i) there is provision of appropriate hard and soft landscaping, including appropriate boundary treatments;
- j) the external illumination of buildings is carefully designed to ensure visual sensitivity, minimal energy use and light pollution, and the discreet integration of light fittings into the building design;
- k) there is provision of amenity space, where appropriate;
- l) there is the highest standard of accessible and inclusive design.

DM10.3 Roof gardens and terraces

- 1) To encourage high quality roof gardens and terraces where they do not:
 - a) immediately overlook residential premises;
 - b) adversely affect rooflines or roof profiles;
 - c) result in the loss of historic or locally distinctive roof forms, features or coverings;
 - d) impact on identified views.
- 2) Public access will be sought where feasible in new development.

DM10.7 Daylight and sunlight

- 1) To resist development which would reduce noticeably the daylight and sunlight available to nearby dwellings and open spaces to

unacceptable levels, taking account of the Building Research Establishment's guidelines.

- 2) The design of new developments should allow for the lighting needs of intended occupiers and provide acceptable levels of daylight and sunlight.

DM10.8 Access and inclusive design

To achieve an environment that meets the highest standards of accessibility and inclusive design in all developments (both new and refurbished), open spaces and streets, ensuring that the City of London is:

- a) inclusive and safe for all who wish to use it, regardless of disability, age, gender, ethnicity, faith or economic circumstance;
- b) convenient and welcoming with no disabling barriers, ensuring that everyone can experience independence without undue effort, separation or special treatment;
- c) responsive to the needs of all users who visit, work or live in the City, whilst recognising that one solution might not work for all.

CS12 Conserve or enhance heritage assets

To conserve or enhance the significance of the City's heritage assets and their settings, and provide an attractive environment for the City's communities and visitors.

DM12.1 Change affecting heritage assets

1. To sustain and enhance heritage assets, their settings and significance.
2. Development proposals, including proposals for telecommunications infrastructure, that have an effect upon heritage assets, including their settings, should be accompanied by supporting information to assess and evaluate the significance of heritage assets and the degree of impact caused by the development.
3. The loss of routes and spaces that contribute to the character and historic interest of the City will be resisted.
4. Development will be required to respect the significance, character, scale and amenities of surrounding heritage assets and spaces and their settings.
5. Proposals for sustainable development, including the incorporation of climate change adaptation measures, must be sensitive to heritage assets.

DM12.2 Development in conservation areas

1. Development in conservation areas will only be permitted if it preserves and enhances the character or appearance of the conservation area.
2. The loss of heritage assets that make a positive contribution to the character or appearance of a conservation area will be resisted.
3. Where permission is granted for the demolition of a building in a conservation area, conditions will be imposed preventing demolition commencing prior to the approval of detailed plans of any replacement building, and ensuring that the developer has secured the implementation of the construction of the replacement building.

DM12.3 Listed buildings

1. To resist the demolition of listed buildings.
2. To grant consent for the alteration or change of use of a listed building only where this would not detract from its special architectural or historic interest, character and significance or its setting.

DM12.5 Historic parks and gardens

1. To resist development which would adversely affect gardens of special historic interest included on the English Heritage register.
2. To protect gardens and open spaces which make a positive contribution to the historic character of the City.

CS15 Creation of sustainable development

To enable City businesses and residents to make sustainable choices in their daily activities creating a more sustainable City, adapted to the changing climate.

DM15.7 Noise and light pollution

1. Developers will be required to consider the impact of their developments on the noise environment and where appropriate provide a noise assessment. The layout, orientation, design and use of buildings should ensure that operational noise does not adversely affect neighbours, particularly noise-sensitive land uses such as housing, hospitals, schools and quiet open spaces.
2. Any potential noise conflict between existing activities and new development should be minimised. Where the avoidance of noise conflicts is impractical, mitigation measures such as noise

attenuation and restrictions on operating hours will be implemented through appropriate planning conditions.

3. Noise and vibration from deconstruction and construction activities must be minimised and mitigation measures put in place to limit noise disturbance in the vicinity of the development.
4. Developers will be required to demonstrate that there will be no increase in background noise levels associated with new plant and equipment.
5. Internal and external lighting should be designed to reduce energy consumption, avoid spillage of light beyond where it is needed and protect the amenity of light-sensitive uses such as housing, hospitals and areas of importance for nature conservation.

CS16 Improving transport and travel

To build on the City's strategic central London position and good transport infrastructure to further improve the sustainability and efficiency of travel in, to, from and through the City.

DM16.3 Cycle parking

1. On-site cycle parking must be provided in accordance with the local standards set out in Table 16.2 or, for other land uses, with the standards of the London Plan. Applicants will be encouraged to exceed the standards set out in Table 16.2.
2. On-street cycle parking in suitable locations will be encouraged to meet the needs of cyclists.

CS17 Minimising and managing waste

To support City businesses, residents and visitors in making sustainable choices regarding the minimisation, transport and management of their waste, capitalising on the City's riverside location for sustainable waste transfer and eliminating reliance on landfill for municipal solid waste (MSW).

DM17.1 Provision for waste

1. Waste facilities must be integrated into the design of buildings, wherever feasible, and allow for the separate storage and collection of recyclable materials, including compostable material.
2. On-site waste management, through techniques such as recycle sorting or energy recovery, which minimises the need for waste transfer, should be incorporated wherever possible.

CS20 Improve retail facilities

To improve the quantity and quality of retailing and the retail environment, promoting the development of the five Principal Shopping Centres and the linkages between them.

CS21 Protect and provide housing

To protect existing housing and amenity and provide additional housing in the City, concentrated in or near identified residential areas, as shown in Figure X, to meet the City's needs, securing suitable, accessible and affordable housing and supported housing.

DM21.3 Residential environment

1. The amenity of existing residents within identified residential areas will be protected by:
 - a) resisting other uses which would cause undue noise disturbance, fumes and smells and vehicle or pedestrian movements likely to cause disturbance;
 - b) requiring new development near existing dwellings to demonstrate adequate mitigation measures to address detrimental impact.
2. Noise-generating uses should be sited away from residential uses, where possible. Where residential and other uses are located within the same development or area, adequate noise mitigation measures must be provided and, where required, planning conditions will be imposed to protect residential amenity.
3. All development proposals should be designed to avoid overlooking and seek to protect the privacy, day lighting and sun lighting levels to adjacent residential accommodation.
4. All new residential development proposals must demonstrate how potential adverse noise impacts on and between dwellings will be mitigated by housing layout, design and materials.
5. The cumulative impact of individual developments on the amenity of existing residents will be considered.

SCHEDULE

APPLICATION: 15/01308/FULL

1-3, 4, 5, 7 & 8 Fredericks Place & 35 Old Jewry London EC2R 8AE

Refurbishment of 1-3, 4, 5, 7 and 8 Fredericks Place and 35 Old Jewry including change of use from office (Class B1) to restaurant (Class A3) and flexible Shop (Class A1)/Office (Class B1) use at part ground and part lower ground floors at 1-3 Frederick's Place; and change of use from office (Class B1) to flexible Shop (Class A1)/Office (Class B1) use at part ground and part lower ground floors at 35 Old Jewry. Rationalisation of roof plant and other associated works.

CONDITIONS

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
REASON: To ensure compliance with the terms of Section 91 of the Town and Country Planning Act 1990.
- 2 Works shall not begin until a scheme for protecting nearby residents and commercial occupiers from noise, dust and other environmental effects has been submitted to and approved in writing by the Local Planning Authority. The scheme shall be based on the Department of Markets and Consumer Protection's Code of Practice for Deconstruction and Construction Sites and arrangements for liaison set out therein. A staged scheme of protective works may be submitted in respect of individual stages of the development process but no works in any individual stage shall be commenced until the related scheme of protective works has been submitted to and approved in writing by the Local Planning Authority. The development shall not be carried out other than in accordance with the approved scheme.
REASON: To protect the amenities of nearby residents and commercial occupiers in accordance with the following policies of the Local Plan: DM15.6, DM15.7, DM21.3. These details are required prior to any work commencing in order that the impact on amenities is minimised from the time that development starts.
- 3 Before any works thereby affected are begun the following details shall be submitted to and approved in writing by the Local Planning Authority and all development pursuant to this permission shall be carried out in accordance with the approved details:
 - (a) Particulars and samples of the materials to be used on all external faces of the building including external ground and upper level surfaces;
 - (b) Large scale (1:1 and 1:20) details of all new windows and external joinery;

(c) Large scale (1:10) details of all new hand rails and balustrades;
(d) Large scale (1:10) details of the new ground floor entrances to include sections showing the relationship between internal and external floor levels and the gradient of any ramps;

(e) Samples of materials and large scale (1:20) details of the plant enclosures to include colour and finish.

(f) Details of measures to be taken during the periods of demolition and construction for the protection of the neighbouring trees and details of any pruning of the trees;

REASON: To ensure that the Local Planning Authority may be satisfied with the detail of the proposed development and to ensure a satisfactory external appearance in accordance with the following policies of the Local Plan: DM10.1, DM10.3, DM10.8, DM12.1, DM12.2, DM12.3, DM19.2.

- 4 All new work and work in making good shall match the existing adjacent work with regard to the methods used and to materials, colour, texture and profile, unless shown otherwise on the drawings or other documentation hereby approved or required by any condition(s) attached to this permission.

REASON: To ensure a satisfactory external appearance in accordance with the following policy of the Local Plan: DM10.1.

- 5 The refuse collection and storage facilities shown on the drawings hereby approved shall be provided and maintained throughout the life of the building for the use of all the occupiers.

REASON: To ensure the satisfactory servicing of the building in accordance with the following policy of the Local Plan: DM17.1.

- 6 Notwithstanding the details in the waste management strategy, no refuse shall be collected between the hours of 20:00 on one day and 08:00 on the following day unless otherwise agreed in writing by the Local Planning Authority.

REASON: To avoid obstruction of the surrounding streets and to safeguard the amenity of the occupiers of adjacent premises, in accordance with the following policies of the Local Plan: DM15.7, DM16.2, DM21.3.

- 7 No servicing of the premises shall be carried out between the hours of 23:00 on one day and 07:00 on the following day from Monday to Saturday and between 23:00 on Saturday and 07:00 on the following Monday and on Bank Holidays. Servicing includes the loading and unloading of goods from vehicles and putting rubbish outside the building.

REASON: To avoid obstruction of the surrounding streets and to safeguard the amenity of the occupiers of adjacent premises, in accordance with the following policies of the Local Plan: DM16.1, DM21.3.

- 8 The roof terraces facing onto St. Olave's Court hereby permitted shall not be used or accessed between the hours of 6pm on one day and 9am on the following day and not at any time on Saturdays, Sundays or Bank Holidays, other than in the case of emergency.
REASON: To safeguard the amenity of the adjoining premises and the area generally in accordance with the following policies of the Local Plan: DM15.7, DM21.3.
- 9 No amplified or other music shall be played on the roof terraces.
REASON: To safeguard the amenity of the adjoining premises and the area generally in accordance with the following policies of the Local Plan: DM15.7, DM21.3.
- 10 (a) The level of noise emitted from any new plant shall be lower than the existing background level by at least 10 dBA. Noise levels shall be determined at one metre from the window of the nearest noise sensitive premises. The background noise level shall be expressed as the lowest LA90 (10 minutes) during which plant is or may be in operation.
(b) Following installation but before the new plant comes into operation measurements of noise from the new plant must be taken and a report demonstrating that the plant as installed meets the design requirements shall be submitted to and approved in writing by the Local Planning Authority.
(c) All constituent parts of the new plant shall be maintained and replaced in whole or in part as often is required to ensure compliance with the noise levels approved by the Local Planning Authority.
REASON: To protect the amenities of neighbouring residential/commercial occupiers in accordance with the following policies of the Local Plan: DM15.7, DM21.3.
- 11 Before any works thereby affected are begun, a scheme shall be submitted to and approved in writing by the Local Planning Authority which specifies the fume extract arrangements, materials and construction methods to be used to avoid noise and/or odour penetration to the upper floors from the Class A use. Flues must terminate at roof level or an agreed high level location which will not give rise to nuisance to other occupiers of the building or adjacent buildings. The details approved must be implemented before the Class A use takes place.
REASON: In order to protect residential/commercial amenities in the building in accordance with the following policies of the Local Plan: DM15.6, DM15.7, DM21.3.
- 14 No cooking shall take place within any Class A1 or A3 unit hereby approved until fume extract arrangements and ventilation have been installed to serve that unit in accordance with a scheme approved by the Local Planning Authority. Flues must terminate at roof level or an agreed high level location which will not give rise to nuisance to other occupiers of the building or adjacent buildings. Any works that would

materially affect the external appearance of the building will require a separate planning permission.

REASON: In order to protect the amenity of the area in accordance with the following policies of the Local Plan: DM15.6, DM21.3.

- 15 Archaeological evaluation shall be carried out in order to compile archaeological records in accordance with a timetable and scheme of such archaeological work submitted to and approved in writing by the Local Planning Authority before any commencement of archaeological evaluation work.

REASON: To ensure that an opportunity is provided for the archaeology of the site to be considered and recorded in accordance with the following policy of the Local Plan: DM12.4.

- 16 No works except demolition to basement slab level shall take place until the developer has secured the implementation of a programme of archaeological work to be carried out in accordance with a written scheme of investigation which has been submitted to and approved in writing by the Local Planning Authority. This shall include all on site work, including details of any temporary works which may have an impact on the archaeology of the site and all off site work such as the analysis, publication and archiving of the results. All works shall be carried out and completed as approved, unless otherwise agreed in writing by the Local Planning Authority.

REASON: In order to allow an opportunity for investigations to be made in an area where remains of archaeological interest are understood to exist in accordance with the following policy of the Local Plan: DM12.4.

- 17 No works except demolition to basement slab level shall take place before details of the foundations and piling configuration, to include a detailed design and method statement, have been submitted to and approved in writing by the Local Planning Authority, such details to show the preservation of surviving archaeological remains which are to remain in situ.

REASON: To ensure the preservation of archaeological remains following archaeological investigation in accordance with the following policy of the Local Plan: DM12.4.

- 18 The ancillary overnight sleeping accommodation hereby approved shall remain ancillary to the office (Class B1) use and shall not become permanent residential or any other form of residential use as defined under Class C of the Town and Country Planning (Use Classes) Order 1987 or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order with or without modification unless otherwise approved by the Local Planning Authority.

REASON: To maintain an appropriate level of office (Class B1) provision within the site in accordance with the following policy of the Local Plan: DM1.1

- 19 Permanently installed pedal cycle racks shall be provided and maintained on the site throughout the life of the building sufficient to accommodate a minimum of 25 pedal cycles. The cycle parking provided on the site must remain ancillary to the use of the building and must be available at all times throughout the life of the building for the sole use of the occupiers thereof and their visitors without charge to the individual end users of the parking.
REASON: To ensure provision is made for cycle parking and that the cycle parking remains ancillary to the use of the building and to assist in reducing demand for public cycle parking in accordance with the following policy of the Local Plan: DM16.3.
- 20 The development shall not be carried out other than in accordance with the following approved drawings and particulars or as approved under conditions of this planning permission:
Drawing nos.
P00/100 Rev. P2, P01/006 Rev. P2, P01/007 Rev. P2, P01/008 Rev. P4, P01/009 Rev. P5, P01/010 Rev. P3, P01/011 Rev. P3, P01/012 Rev. P2, P01/013 Rev. P4, P01/014 Rev. P3, P01/015 Rev. P3, P01/019 Rev. P3, P01/021 Rev. P4, P01/022 Rev. P2, P01/023 Rev. P3, P01/024 Rev. P2, P01/025 Rev. P4.
REASON: To ensure that the development of this site is in compliance with details and particulars which have been approved by the Local Planning Authority.

INFORMATIVES

- 1 In dealing with this application the City has implemented the requirements of the National Planning Policy Framework to work with the applicant in a positive and proactive manner based on seeking solutions to problems arising in dealing with planning applications in the following ways:
- detailed advice in the form of statutory policies in the Local Plan, Supplementary Planning documents, and other written guidance has been made available;
- a full pre application advice service has been offered;
- where appropriate the City has been available to provide guidance on how outstanding planning concerns may be addressed.
- 2 This permission must in no way be deemed to prejudice any rights of light which may be enjoyed by the adjoining owners or occupiers under Common Law.
- 3 Access for people with disabilities is a material consideration in the determination of planning applications. The City of London Corporation

has published design standards giving advice on access for people with disabilities and setting out the minimum standards it expects to see adopted in the City buildings. These can be obtained from the City's Access Adviser, Chief Planning Officer and District Surveyor. Further advice on improving access for people with disabilities can be obtained from the City's Access Adviser. Your attention is drawn to the Disability Discrimination provisions of the Equality Act 2010 to ensure that disabled people are not significantly disadvantaged.

Service providers, etc., should make "reasonable adjustments" to facilitate access to their premises and the City asks all applicants for planning permission to ensure that physical barriers to access premises are minimised in any works carried out.

- 4 Where groundworks not shown on the approved drawings are to take place below the level of the existing structure (including works for underpinning, new lift pits, foundations, lowering of floor levels, new or replacement drainage, provision of services or similar) prior notification should be given in writing to the Department of the Built Environment in order to determine whether further consents are required and if the proposed works have archaeological implications.
- 5 The enabling of archaeological work to meet the requirements of conditions 15, 16 and 17 is the responsibility of the developer and should be regarded as an integral part of the development programme in accordance with the policies of the Local Plan. This would include on site facilities, funding, fieldwork, post excavation analysis and reporting and publication of the work in accordance with recognised guidelines and codes of practice. This is to ensure adequate "preservation by record" of the archaeological resource affected by the proposed development.
- 6 The Department of the Built Environment (Transportation & Public Realm Division) must be consulted on the following matters which require specific approval:
 - (a) Hoardings, scaffolding and their respective licences, temporary road closures and any other activity on the public highway in connection with the proposed building works. In this regard the City of London Corporation operates the Considerate Contractors Scheme.
 - (b) Servicing arrangements, which must be in accordance with the City of London Corporation's guide specifying "Standard Highway and Servicing Requirements for Development in the City of London".
- 7 The Markets and Consumer Protection Department (Environmental Health Team) must be consulted on the following matters:
 - (a) Installation of engine generators using fuel oil.

(b) The control of noise and other potential nuisances arising from the demolition and construction works on this site and compliance with the Construction (Design and Management) Regulations 2007; the Department of Markets and Consumer Protection should be informed of the name and address of the project manager and/or main contractor as soon as they are appointed.

(c) Alterations to the drainage and sanitary arrangements.

(d) The requirements of the Health and Safety at Work etc. Act 1974 and the other relevant statutory enactments (including the Offices, Shops and Railway Premises Act 1963); in particular:

- the identification, encapsulation and removal of asbestos in accordance with a planned programme;
- provision for window cleaning (internal and external) to be carried out safely.

(e) The use of premises for the storage, handling, preparation or sale of food.

(f) Use of the premises for public entertainment.

(g) The detailed layout of public conveniences.

(h) Limitations which may be imposed on hours of work, noise and other environmental disturbance.

(i) The control of noise from plant and equipment;

(j) Methods of odour control.

8 The Director of Markets and Consumer Protection states that any building proposal that will include catering facilities will be required to be constructed with adequate grease traps to the satisfaction of the Sewerage Undertaker, Thames Water Utilities Ltd, or their contractors.

9 The grant of approval under the Town and Country Planning Acts does not overcome the need to also obtain any licences and consents which may be required by other legislation. Such as:

Public houses, wine bars, etc.

City of London Corporation
Trading Standards and Veterinary Service
PO Box 270
Guildhall
London EC2P 2EJ

- 10 The Directorate of the Built Environment (Development Division) should be consulted on:
 - (a) The display of any advertisement material on the premises. Advertisements may be subject to the City of London Corporation's Byelaws.
- 11 The Directorate of the Built Environment (District Surveyor) should be consulted on means of escape and constructional details under the Building Regulations and London Building Acts.
- 12 Protection may be needed for any tree in a public highway or open space near to the site. Such protection will need approval by the Open Spaces Department. Any pruning requirement must only be undertaken by or with the prior approval of the Open Spaces Department. The developer is advised to contact the Director of Open Spaces prior to demolition or other development works commencing regarding the protection of nearby trees during works (Contact: Open Spaces, City Gardens - 020 7374 4127 or email - parks.gardens@cityoflondon.gov.uk).

Hassall, Pam

From: COL - Contact Centre
Sent: 04 January 2016 15:36
To: Pln - CC - Development Dc
Subject: FW: PLN FW: 3rd Party Planning Application - 15/01308/FULL COL:04358748

Dear Team,

Please see email below.

Kind Regards

Will Botting
Contact Centre Agent
Town Clerks Department
City of London Corporation
T: 020 7606 3030

-----Original Message-----

From: BCTAdmin@thameswater.co.uk [<mailto:BCTAdmin@thameswater.co.uk>]
Sent: 04 January 2016 10:53
To: PlanningQueue
Subject: 3rd Party Planning Application - 15/01308/FULL

Corporation of London
47540
Department of Planning & Transportation
15/01308/FULL
PO Box 270
Guildhall
London
EC2P 2EJ

Our DTS Ref:

Your Ref:

4 January 2016

Dear Sir/Madam

Re: 1-3,4,5,7 AND 8 FREDERICKS PLACE, AND 35 OLD JEWRY, LONDON, EC2R 8AE

Waste Comments

Thames Water would advise that with regard to sewerage infrastructure capacity, we would not have any objection to the above planning application.

Thames Water recommends the installation of a properly maintained fat trap on all catering establishments. We further recommend, in line with best practice for the disposal of Fats, Oils and Grease, the collection of waste oil by a contractor, particularly to recycle for the production of bio diesel. Failure to implement these recommendations may result in this and other properties suffering blocked drains, sewage flooding and pollution to local watercourses.

Water Comments

On the basis of information provided, Thames Water would advise that with regard to water infrastructure capacity, we would not have any objection to the above planning application.

Supplementary Comments

In reviewing the Councils' weekly list for planning applications, Thames Water has identified this application as one of interest to us. Whilst we recognise that there is no statutory requirement for you to consult us, we would respectfully ask to be pro-actively consulted on all similar applications in future, so that the adequate provision of water industry infrastructure can be assessed and considered as part of the decision process.

Yours faithfully
Development Planning Department

Development Planning,
Thames Water,
Maple Lodge STW,
Denham Way,
Rickmansworth,
WD3 9SQ
Tel: 020 3577 9998
Email: devcon.team@thameswater.co.uk

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devcon.team@thameswater.co.uk

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We provide the essential service that's at the heart of daily life.



Historic England

LONDON OFFICE

Mr Tony Newman
Corporation of London
Department of Planning & Transportation
PO Box 270
Guildhall
LONDON
EC2P 2EJ

Direct Dial: 020 79733775

Our ref: **W**: P00492371

6 January 2016

Dear Mr Newman

**Arrangements for Handling Heritage Applications Direction 2015 & T&CP (Development Management Procedure) (England) Order 2015
1-3,4,5,7 AND 8 FREDERICKS PLACE AND 35 OLD JEWRY LONDON EC2R 8AE
Application No 15/01308/FULL**

Thank you for your letter of 24 December 2015 notifying Historic England of the application for planning permission relating to the above site. Our specialist staff have considered the information received and we do not wish to offer any comments on this occasion.

Recommendation

This application should be determined in accordance with national and local policy guidance, and on the basis of your specialist conservation advice.

It is not necessary for us to be consulted again on this application. However, if you would like further advice, please contact us to explain your request. We can then let you know if we are able to help further and agree a timetable with you.

In returning the application to you without comment, Historic England stresses that it is not expressing any views on the merits of the proposals which are the subject of the application.

Please note that this response relates to historic building and historic area matters only. If there are any archaeological implications to the proposals it is recommended that you contact the Greater London Archaeological Advisory Service for further advice (Tel: 020 7973 3712).



1 WATERHOUSE SQUARE 138-142 HOLBORN LONDON EC1N 2ST

Telephone 020 7973 3700
HistoricEngland.org.uk



Historic England is subject to the Freedom of Information Act, 2000 (FOIA) and Environmental Information Regulations 2004 (EIR). All information held by the organisation will be accessible in response to an information request, unless one of the exemptions in the FOIA or EIR applies.



Historic England

LONDON OFFICE

Yours sincerely



Thomasin Davis

Business Officer

E-mail: Thomasin.Davis@HistoricEngland.org.uk



1 WATERHOUSE SQUARE 138-142 HOLBORN LONDON EC1N 2ST

Telephone 020 7973 3700
HistoricEngland.org.uk



Historic England is subject to the Freedom of Information Act, 2000 (FOIA) and Environmental Information Regulations 2004 (EIR). All information held by the organisation will be accessible in response to an information request, unless one of the exemptions in the FOIA or EIR applies.



City Heritage Society

Please reply to:-

35 Eagle Court,
Hermon Hill,
London E11 1PD

Tel. [REDACTED]

e-mail [REDACTED]

24 01 2016

City of London, Department of Planning & Transportation
The Guildhall,
London EC2 P2EJ

Dear Sirs,

Reference 15/01308/FULL

1-3,4,5,7 and 8 FREDERICK'S PACE and 35 OLD JEWRY EC2R 8AE

PLANNING		TRANSPORTATION	
PSDF	UPO	PPD	
TPP	27 JAN 2016	LTP	
OM		SSE	
NO		PP	
FILE	126473	DD	

We, The City Heritage Society, object to the proposals as a] the changes of use proposed would alter the character of this delightful part of the Conservation Area and b] the proposed alterations to the buildings to facilitate these changes of use are undesirable and would be detrimental to the Conservation Area.

Peter Luscombe {Chairman}

FIN

City of London Conservation Area Advisory Committee

Mr. Ted Rayment,
Department of the Built Environment,
Corporation of London,
P.O. Box 270,
Guildhall,
London EC2P 2EJ

28th January 2016

Dear Sir,

At its meeting on 21st January 2016 the City of London Conservation Area Advisory Committee considered the following planning application and reached the decision given below:

C.14 15/01308/FULL - 1-3,4,5,7 And 8 Fredericks Place And 35 Old Jewry, London EC2R 8AE

Guildhall Conservation Area/Cheap Ward. Grade II. Ward Club rep. Julie Fox.
Refurbishment of 1-3, 4, 5, 7 and 8 Fredericks Place and 35 Old Jewry including change of use from office to restaurant at ground floor and part lower ground floor in No. 1, change of use from office to retail at ground and lower ground floor in No. 3. Rationalisation of roof plants and other associated works.

The close which forms Frederik's Place together with Old Jewry and St Olaves Court was a very notable part of the Guildhall conservation area. It was quite distinct and the Committee objected to the proposed facade alterations, in particular the removal of two window bays in Old Jewry to create a new A3 entrance and the alterations to the windows in St Olaves Court. The Committee did not object to a reinstatement of the entrance door at 2 Frederick's Place.

I should be glad if you would bring the views of the Committee to the attention of the Planning and Transportation Committee.

Yours faithfully,



Mrs. Julie Fox
Secretary

15/01308/FULL
15/01309/LBC

16 Brewhouse Yard
Clerkenwell
London EC1V 4LJ
United Kingdom
T +44 [0]20 7812 8000
F +44 [0]20 7812 8399
www.bdp.com

08 February 2016

Tony Newman
City of London
PO Box 270
Guildhall
London
EC2P 2EJ

BDP.

Dear Mr. Newman

OBJECTION TO FULL MAJOR PLANNING APPLICATION (15/01308/FULL) AND LISTED BUILDING CONSENT (15/01309/LBC) FOR REFURBISHMENT OF NUMBERS 1 – 5, 7 and 8 FREDERICKS PLACE AND 35 OLD JEWRY, TO PROVIDE UPGRADED OFFICE FACILITIES WITH THE PARTIAL CHANGE OF USE AT GROUND FLOOR AND BASEMENT LEVEL FROM OFFICE (B1) TO RETAIL (A1-A4), ALTERATIONS TO ROOF PLANT AND OTHER ASSOCIATED WORKS, ON BEHALF OF RESIDENTIAL PREMISE AT 9 IRONMONGER LANE.

Introduction

We write in relation to the above planning applications, which propose the refurbishment of numbers 1 to 5, 7 and 8 Fredericks Place and 35 Old Jewry to provide upgraded office space, retail units, alterations to roof plant and associated facilities. The proposed development is located adjacent to residential dwelling 9 Ironmonger Lane, which is owned and occupied by Glenn Winter. This letter is written on behalf of Glenn Winter who supports the principle of the development but objects to a number of specific aspects of the design and nature of the proposals in their current form.

We note the applications submitted in December 2015, follow the withdrawal of two earlier applications which included the redevelopment of 4a and 4b Frederick's Place, and the refurbishment of 6 Frederick's Place (ref: 15/00734/FULMAJ and 15/00735LBC). The main differences between the current and previous applications are the removal of the proposed development to 4a, 4b and 6 Frederick's Place, alterations to internal layouts and reconfiguration of roof top plant. The majority of the proposed development to 1 to 5, 7 and 8 Frederick's Place remains as previously submitted in applications 15/00734/FULMAJ and 15/00735LBC.

9 Ironmonger Lane comprises a four storey residential property with four habitable rooms facing the proposed development site. The proposed development is located approximately 13 metres to the south of 9 Ironmonger Lane and is separated by St. Olave's Court, which is a public space. 9 Ironmonger Lane is accessed from St. Olave's Court via Ironmonger Lane. Numbers 1 – 4 Frederick's Place form the southern façade of St. Olave's Court and contribute to its distinctive character, as an intimate open space enclosed by buildings of architectural and historical interest.

The aspects of the proposed development to which this letter objects are as follows:

- The location and scale of the proposed roof terraces and the potential impacts on neighbouring amenity; and
- The omission of details in relation to construction management and effects.

ACKNOWLEDGED



1. Neighbouring Amenity

Roof Terrace

- 1.1. The proposed development includes three roof terraces above 1 Frederick's Place; one at first floor level, one at fourth floor level and one at fifth floor level. As identified in Appendix 1: St. Olave's Court Birdseye View, the first floor roof terrace would be located approximately 13 metres to the south east of 9 Ironmonger Lane. We are concerned this roof terrace does not form a satisfactory relationship with 9 Ironmonger Lane, in terms of noise and overlooking, and therefore we object to the principle of the roof terrace.

Noise

- 1.2. The nature and frequency of use of the roof terrace is unclear from the planning application documentation. Given the design and scale of the roof terrace there is potential for the space to be used for social events, which would contribute to an unacceptable increase in noise levels for residents of 9 Ironmonger Lane. Furthermore, the potential noise impact from the roof terrace on 9 Ironmonger Lane is not considered in the Environmental Noise Report (December, 2015), contrary to Local Plan Policy 15.7 Noise and Light Pollution, which seeks to ensure proposed development does not adversely effect its neighbours especially noise sensitive uses, such as housing. As such we do not believe the CoL have adequate information to properly weigh the harm of the proposed development on neighbouring amenity and therefore cannot accurately determine the application.

Overlooking

- 1.3. The design and layout of the roof terrace does not adequately address issues of overlooking from the western end of the terrace to 9 Ironmonger Lane. Given the proximity of the roof terrace to 9 Ironmonger Lane and the lack of cover between the roof terrace and surrounding properties, the proposed design will allow uninterrupted views from the west of the terrace to four south facing residential habitable rooms contained within 9 Ironmonger Lane, as shown in Appendix 2 – 9 Ironmonger Lane Floor Plans. Therefore the proposed terrace is contrary to Local Plan Policy DM 10.3, Roof Gardens and Terraces, which resists terraces which immediately overlook residential premises. For this reason we object to the principle of the proposed roof terrace.

Plant and Retail Noise

- 1.4. In order to ensure noise breakout from the proposed plant does not result in adverse noise effects on surrounding residential properties, we support the noise mitigation measures included in the Environmental Noise Report (December, 2015) and request the measures detailed under section 5 are secured by compliance condition.

2. Construction

- 2.1. Whilst it is acknowledged the removal of the demolition and redevelopment of 4a and 4b Frederick's Place reduces the potential impacts arising from construction, the refurbishment of 1-5, 7 and 8 Frederick's Place, including the construction of three exterior terraces has the potential to result in effects on surrounding properties, specifically in terms of access and noise.
- 2.2. The application documentation does not include details of the proposed construction programme, likely environmental effects and mitigation and management measures. As such, we believe the CoL has insufficient information to undertake a full assessment of the proposed development against the policies contained within the development plan, and is therefore unable to accurately determine the application.
- 2.3. In accordance with London Plan (July, 2011) Policy 5.3 Sustainable Design and Construction, development proposals should demonstrate sustainable construction standards are integral to the proposals and ensure they are considered at the beginning of the process. In our view the CoL is not able to determine the proposed development until the details of the construction programme, environmental effects and management and mitigation measures have been identified and have undergone public scrutiny through consultation on the application. The identification of effects at an early stage in the process is vital given the

special qualities of the surrounding context, including St. Olave's Court and its designation as a public open space, the Grade I Listed St. Olave's House, the Guild Hall Conservation Area, and a mix of uses in close proximity to the proposed development, including office, retail and residential.

- 2.4. If we believe our concerns have been adequately addressed following submission of further information detailing construction practices, and appropriate management measures have been put into place we would then be willing to withdraw our objection relating to construction.

We respectfully request the above comments are taken into consideration in the determination of the planning applications and for these reasons do not believe that CoL has sufficient information to determine the applications as currently submitted. We would welcome an opportunity to discuss our concerns in person at the site or CoL's offices; if you feel this is appropriate, please can you advise of a suitable date to arrange a meeting.

Yours sincerely

Tom Rudd

Planner

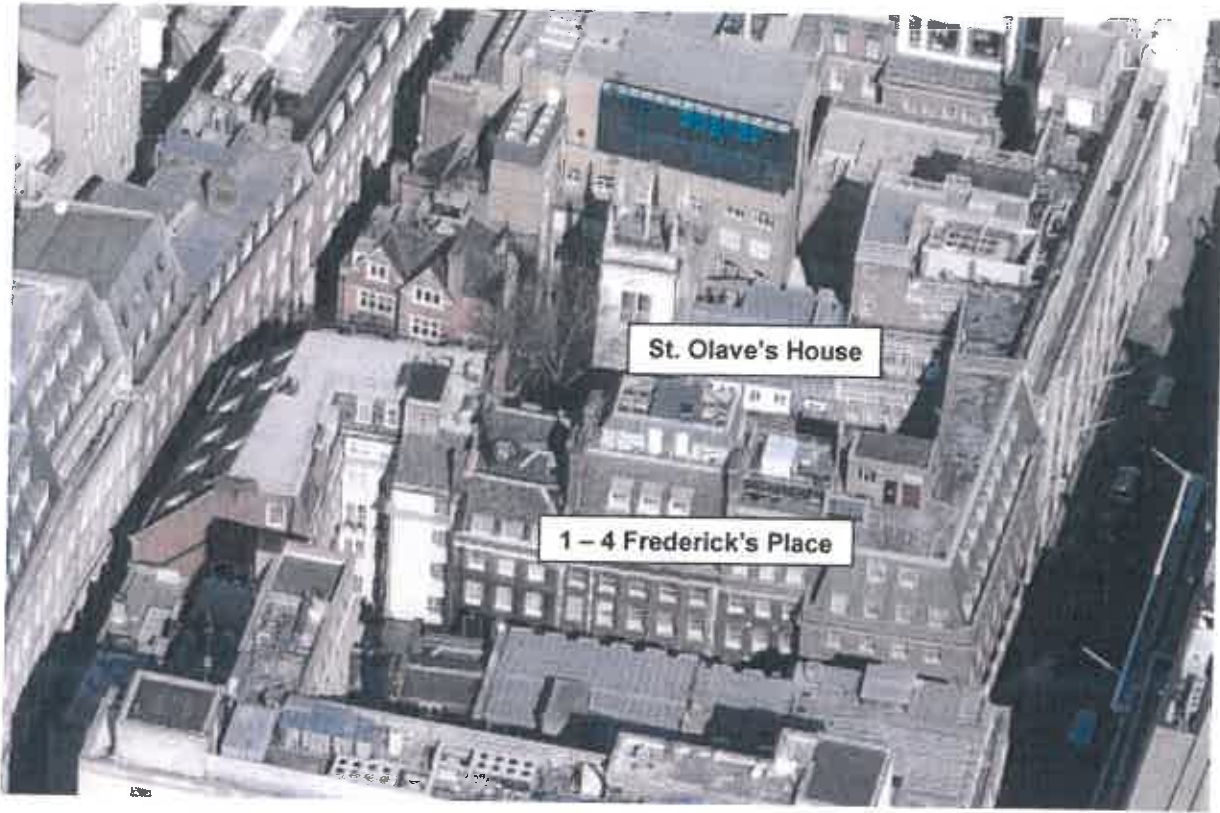
BDP

Direct Line: +44 [0]2 7812 8262

E-Mail: tom.rudd@bdp.com

cc Ken Scott (Winter Scott LLP)
Glenn Winter (Winter Scott LLP)
Sophie-Jane Hunt (Winter Scott LLP)
Tessa O'Neill (BDP)

Appendix 1 – St. Olave's Court Birdseye View



Appendix 2 – 9 Ironmonger Lane Floor Plans

NOTES

THIS DRAWING MAY NOT BE REPRODUCED IN ANY PART OR FORM WITHOUT THE WRITTEN AUTHORITY OF THE ARCHITECT.

REV	DESCRIPTION	DATE
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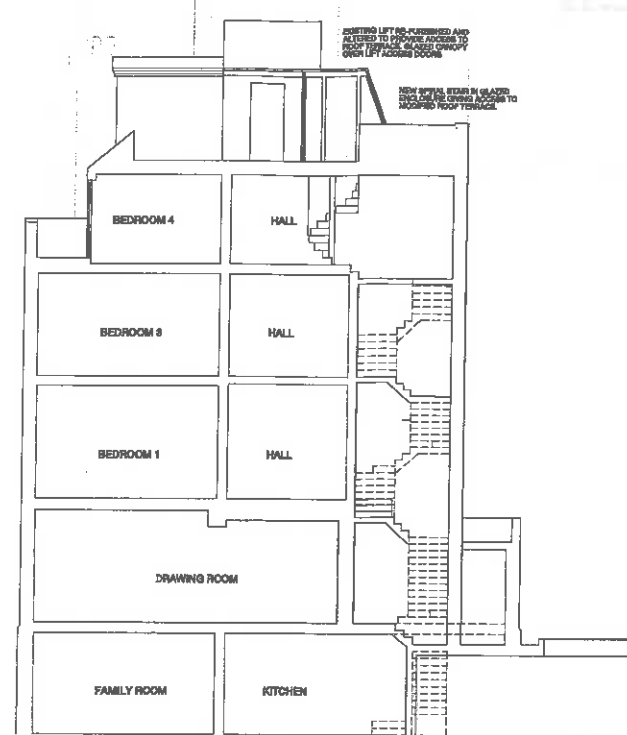
FRONT ELEVATION
FACING IRONMONGER LANE - WEST



SIDE ELEVATION
FACING COURTYARD - SOUTH

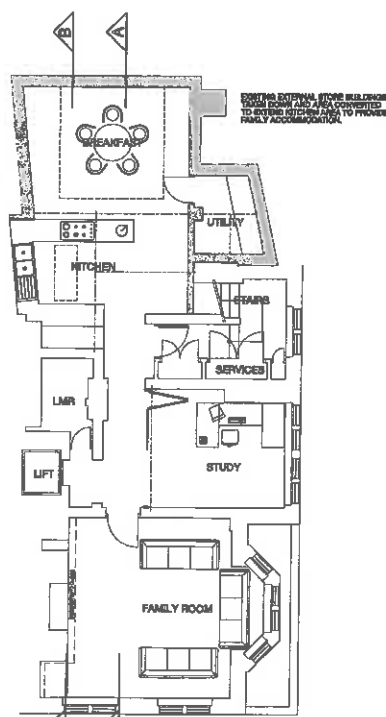


REAR ELEVATION
EAST

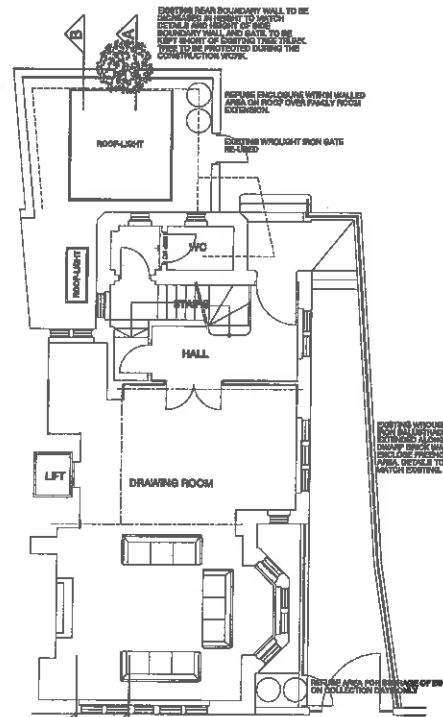


SECTION A-A

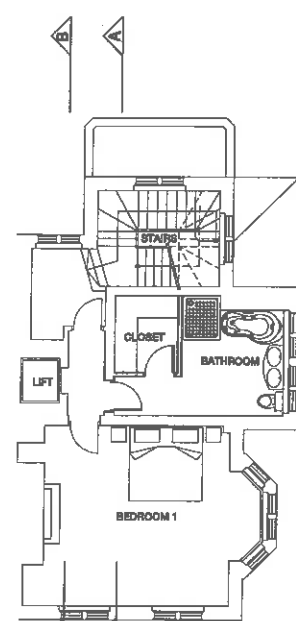
Page 71



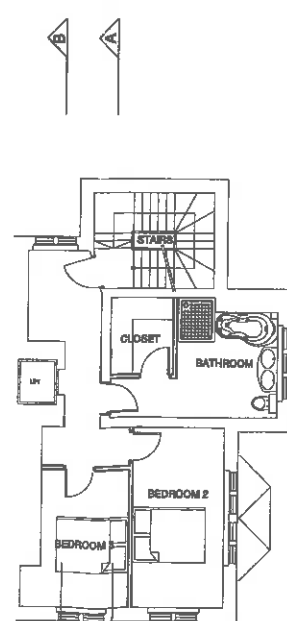
LOWER GROUND FLOOR
GROSS INTERNAL AREA = 88 sq.mtrs.
GROSS EXTERNAL AREA = 110 sq.mtrs.



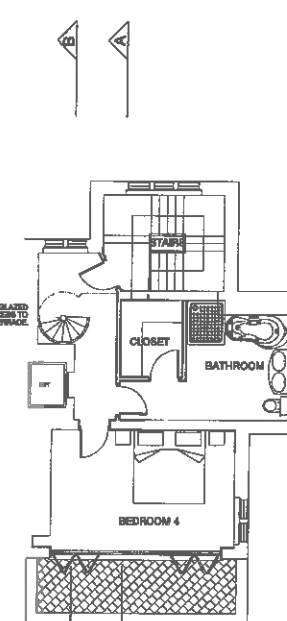
GROUND FLOOR
GROSS INTERNAL AREA = 78 sq.mtrs.
GROSS EXTERNAL AREA = 88 sq.mtrs.



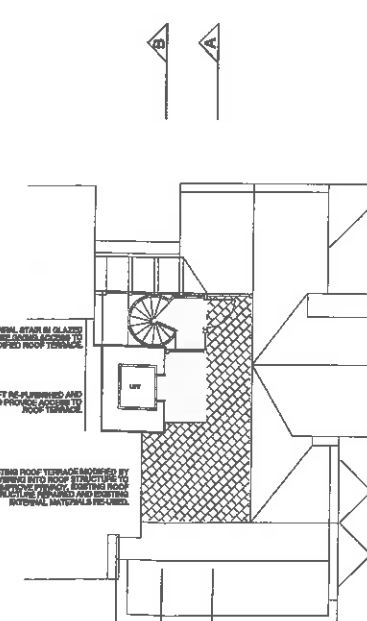
FIRST FLOOR
GROSS INTERNAL AREA = 87 sq.mtrs.
GROSS EXTERNAL AREA = 97 sq.mtrs.



SECOND FLOOR
GROSS INTERNAL AREA = 80 sq.mtrs.
GROSS EXTERNAL AREA = 91 sq.mtrs.

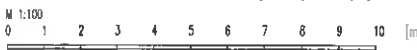


THIRD FLOOR
GROSS INTERNAL AREA = 81 sq.mtrs.
GROSS EXTERNAL AREA = 92 sq.mtrs.



ROOF PLAN

TOTAL GROSS INTERNAL AREA = 341 sq.mtrs. (3,670 sq.ft.)
TOTAL GROSS EXTERNAL AREA = 428 sq.mtrs. (4,607 sq.ft.)



TONY OKE
ARCHITECT

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8 Holly Lane, Jacobswell
Guildford, Surrey, GU4 7PG
T: +44 (0) 7788 921212
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Project
MR. G. WINTER
THE RECTORY
9 IRONMONGER LANE
LONDON
EC2V 8EY

Subject
AS PROPOSED DRAWING
PLANS, SECTION and
ELEVATIONS

Drawing Number
2012 - 16 - 03
Revision
D

Scale
1/100 @ A1
Date
APRIL 2012
Drawn By
AGO
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08 February 2016

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BDP.

Dear Mr. Newman

OBJECTION TO FULL MAJOR PLANNING APPLICATION (15/01308/FULL) AND LISTED BUILDING CONSENT (15/01309/LBC) FOR REFURBISHMENT OF NUMBERS 1 – 5, 7 and 8 FREDERICKS PLACE AND 35 OLD JEWRY, TO PROVIDE UPGRADED OFFICE FACILITIES WITH THE PARTIAL CHANGE OF USE AT GROUND FLOOR AND BASEMENT LEVEL FROM OFFICE (B1) TO RETAIL (A1-A4), ALTERATIONS TO ROOF PLANT AND OTHER ASSOCIATED WORKS, ON BEHALF OF WINTER SCOTT LLP, ST. OLAVE'S HOUSE, 9A IRONMONGER LANE.

Introduction

We write in relation to the above planning applications, which propose the refurbishment of numbers 1 to 5, 7 and 8 Frederick's Place and 35 Old Jewry to provide upgraded office space, retail units, alterations to roof plant and associated facilities. The proposed development is located adjacent to the Grade I Listed St. Olave's House, 9a Ironmonger Lane, which is owned and occupied by Winter Scott LLP. This letter is written on behalf of Winter Scott LLP who support the principle of the development but object to a number of specific aspects of the design and nature of the proposals in their current form.

We note the applications submitted in December 2015, follow the withdrawal of two earlier applications which included the redevelopment of 4a and 4b Frederick's Place, and the refurbishment of 6 Frederick's Place (ref: 15/00734/FULMAJ and 15/00735LBC). The main differences between the current and previous applications are the removal of the proposed development to 4a, 4b and 6 Frederick's Place, alterations to internal layouts and reconfiguration of roof top plant. The majority of the proposed development to 1 to 5, 7 and 8 Frederick's Place remains as previously submitted in applications 15/00734/FULMAJ and 15/00735LBC.

Winter Scott LLP is a firm of commercial and maritime lawyers and has been based in St Olave's House for a number of years. St. Olave's House is located in close proximity to the proposed development, ranging between approximately 2.5 metres distance to 1 Frederick's place and 7.5 metres distance to 4 Frederick's Place. St. Olave's House forms the eastern part of St. Olave's Court. Numbers 1 – 4 Frederick's Place form the southern façade of St. Olave's Court and contribute to its distinctive character, as an intimate open space enclosed by buildings of architectural and historical interest. The quality and character of St. Olave's Court contributes to the setting of St. Olave's House and creates an attractive and tranquil environment which benefits the operation of Winter Scott LLP.

The aspects of the proposed development to which this letter objects are as follows, and in no particular order:

- The omission of details in relation to construction management and effects;
- The location and scale of the proposed roof terraces and plant, and the potential impacts on heritage;
- The location and scale of the proposed roof terraces and the potential noise impacts;
- Refuse collection and servicing arrangements and the potential for disturbance; and
- The omission of a full transport assessment of the proposed retail development.

ARCHITECTURE ■ DESIGN ■ ENGINEERING ■ URBANISM ■ SUSTAINABILITY ■ LIGHTING ■ ACOUSTICS

Building Design Partnership Limited, registered in England 2207416, registered office PO Box 85, 11 Duke Street, Piccadilly Basin, Manchester, M50 3JA, BDP is a registered trade mark.

1. Design and Conservation

- 1.1. The proposed development is located in the Guild Hall Conservation Area and immediately adjacent to the Grade I Listed St. Olave's House. 1 – 4 Frederick's Place contributes to the significance of St. Olave's House's setting and the appreciation of its significance in terms of enclosure and low levels of activity along its St. Olave's Court façade. Given the proposed development's location and relationship with surrounding heritage assets, considerable weight should be given to any harm caused by the proposed development on the setting of St. Olave's House and the appreciation of its significance. In accordance with the National Planning Policy Framework (NPPF) (March, 2012) any harm should be weighed against the public benefit of the proposed development and substantial harm should only be permitted in 'wholly exceptional' circumstances (NPPF, paragraph 132).

Assessment of the Heritage Significance of the Tower of the Former Church of St. Olave

- 1.2. The Planning Statement (December, 2015) and the Heritage Appraisal (December, 2015) do not include an assessment of the potential harm caused by the proposed development on the setting of the Grade I Listed St. Olave's House and the appreciation of its significance, contrary to the general duty imposed under the Planning (Listed Buildings and Conservation Areas) Act 1990 s.66, and Local Plan Policy DM 12.1 which states:

'development proposals... that have an effect on heritage assets, including their settings, should be accompanied by supporting information to assess and evaluate the significance of the heritage assets and the degree of impact caused by development.'

- 1.3. In light of recent judgements, *East Northamptonshire DC & Barnwell Manor Wind Energy Ltd v Secretary of State* [2015] 1 W.L.R. 45, sufficient weight should be given to the strong presumption against development that would harm a listed building's setting as required by the Planning (Listed Buildings and Conservation Areas) Act 1990 s.66(1) and s.72(1). Furthermore, as highlighted by *R. (Forge Field Society) v Sevenoaks DC* [2015] J.P.L. 22, the preservation of a listed building's setting should be given "considerable importance and weight" when the decision taker is balancing any harm against public benefit. Therefore we expect a comprehensive appraisal of the significance of St. Olave's House, including its setting and an assessment of the potential harm caused by the proposed development, to support the application. Without this, we do not believe the City of London (CoL) has sufficient information to evaluate the heritage impact on St. Olave's House, and its setting, and therefore cannot accurately determine the applications.

Roof Terraces - Effect on Designated Heritage Assets

- 1.4. The introduction of the roof terraces above 1 Frederick's Place, one at first floor level, one at fourth floor level and one at fifth floor level (all approximately 2.5 metres from St. Olave's House), has the potential to result in harm to the setting of the Grade I Listed St. Olave's House. The roof terraces will create three new amenity spaces which directly overlook St. Olave's House and will increase levels of activity in the area affecting the level of enclosure and the sense of calm currently enjoyed. In addition the roof terraces will create a distraction from St. Olave's House adversely affecting the significance of its setting. The potential impact on the setting of St. Olave's House is compounded by the proposed increase in size of roof top plant, and is contrary to Local Plan Policies DM 10.1 Roof Top Plant, DM 12.2 Conservation Areas and DM 12.3 Listed Buildings.

Roof Terraces – Noise

- 1.5. The terrace proposed at the first floor of 1 Frederick's Place, is located approximately 2.5 metres to the south of St. Olave's House adjacent to windows on the first floor and second floor, as illustrated in the CGI image on page 68 of the Design and Access Statement (June, 2015) prepared in support of the withdrawn application (ref: 15/00734/FULMAJ) and subsequently has not been included in the current application (ref: 15/01308/FULL). The nature and frequency of use of this terrace is unclear from the application documentation and as such it is reasonable to assume the terrace could be used for leisure and social events throughout the day and evening, which could significantly compromise the existing noise levels in the area and have an adverse impact on the operation of Winter Scott LLP. Furthermore, the Environmental

Noise Report does not assess the likely levels of noise outbreak from the roof terrace, contrary to Local Plan Policy DM 10.3 Roof Gardens and Terraces, and therefore CoL cannot determine the full noise impact on the surrounding area and occupants.

2. Access, Refuse Collection and Servicing

A3 Retail Trip Generation

- 2.1. The Transport Assessment (November, 2015) does not include an analysis of the trips likely to be generated from the proposed retail unit. The justification for not including this assessment is that the retail unit is ancillary to the other proposed uses on the site and is unlikely to result in any additional peak hour person trips. However, we note the retail unit is a considerable size at 776m² which is capable of forming a destination in its own right that cannot be considered as ancillary and therefore should be assessed independently. Given the omission of this assessment, we do not believe the CoL is able to make a full and accurate assessment and are unable to determine the application.

Refuse Collection

- 2.2. The proposed development minimises the impact of refuse collection on Frederick's Place by locating refuse points on the perimeter of the site, including one with direct access onto St. Olave's Court. The retail unit refuse collection point fronts and is accessed from St. Olave's Court. The location of this refuse collection point requires 1,100 litre eurobins to be wheeled by foot approximately 10 metres along St. Olave's Court before being transferred to a refuse collection vehicle on Old Jewry. We are concerned this refuse point is likely to be a source of noise and odour causing disturbance to surrounding businesses. For this reason we question whether there is a more suitable location for the retail unit refuse point, which would limit the distance required to transport the bins and avoid unnecessary disturbance to surrounding properties.
- 2.3. In order to limit the environmental effects arising from the refuse collection points we request that prior to occupation of 1 Frederick's Place full details of the design of the refuse points are submitted to and agreed by CoL in consultation with neighbouring businesses likely to be effected prior to occupation of the development.
- 2.4. Furthermore the frequency of refuse collections at each refuse point is unclear from the planning application documentation, including the Waste Management Strategy (November, 2015). We understand this information may be unknown until the future occupier has appointed facilities management contractors and therefore we request that these details are also submitted to and agreed by CoL in consultation with neighbouring businesses prior to occupation of development.

Servicing

- 2.5. The proposed development includes service access from St. Olave's Court. The Transport Assessment (November, 2015) states there will be a total of 13.5 servicing trips to the development in any given day; a net increase of three servicing trips from the existing situation. In order to understand the effect of these trips on the surrounding properties and the environment, it would be helpful if the planning application clarified how the service access is intended to be used, specifically identifying the intensity of use of each access.

3. Construction

- 3.1. Whilst it is acknowledged the removal of the demolition and redevelopment of 4a and 4b Frederick's Place reduces the potential impacts arising from construction, the refurbishment of 1-5, 7 and 8 Frederick's Place, including the construction of three exterior terraces has the potential to result in effects on surrounding properties, specifically in terms of access and noise.
- 3.2. The application documentation does not include details of the proposed construction programme, likely environmental effects and mitigation and management measures. As such, we believe the CoL has insufficient information to undertake a full assessment of the proposed development against the policies contained within the development plan, and is therefore unable to accurately determine the application.

- 3.3. In accordance with London Plan (July, 2011) Policy 5.3 Sustainable Design and Construction, development proposals should demonstrate sustainable construction standards are integral to the proposals and ensure they are considered at the beginning of the process. In our view the CoL is not able to determine the proposed development until the details of the construction programme, environmental effects and management and mitigation measures have been identified and have undergone public scrutiny through consultation on the application. The identification of effects at an early stage in the process is vital given the special qualities of the surrounding context, including St. Olave's Court and its designation as a public open space, the Grade I Listed St. Olave's House, the Guild Hall Conservation Area, and a mix of uses in close proximity to the proposed development, including office, retail and residential.
- 3.4. If we believe our concerns have been adequately addressed following submission of further information detailing construction practices, and appropriate management measures have been put into place we would then be willing to withdraw our objection relating to construction.

We respectfully request the above comments are taken into consideration in the determination of the planning applications and for these reasons do not believe that CoL has sufficient information to determine the applications as currently submitted. We would welcome an opportunity to discuss our concerns in person at the site or CoL's offices; if you feel this is appropriate, please can you advise of a suitable date to arrange a meeting.

Yours sincerely



Tom Rudd
Planner

BDP

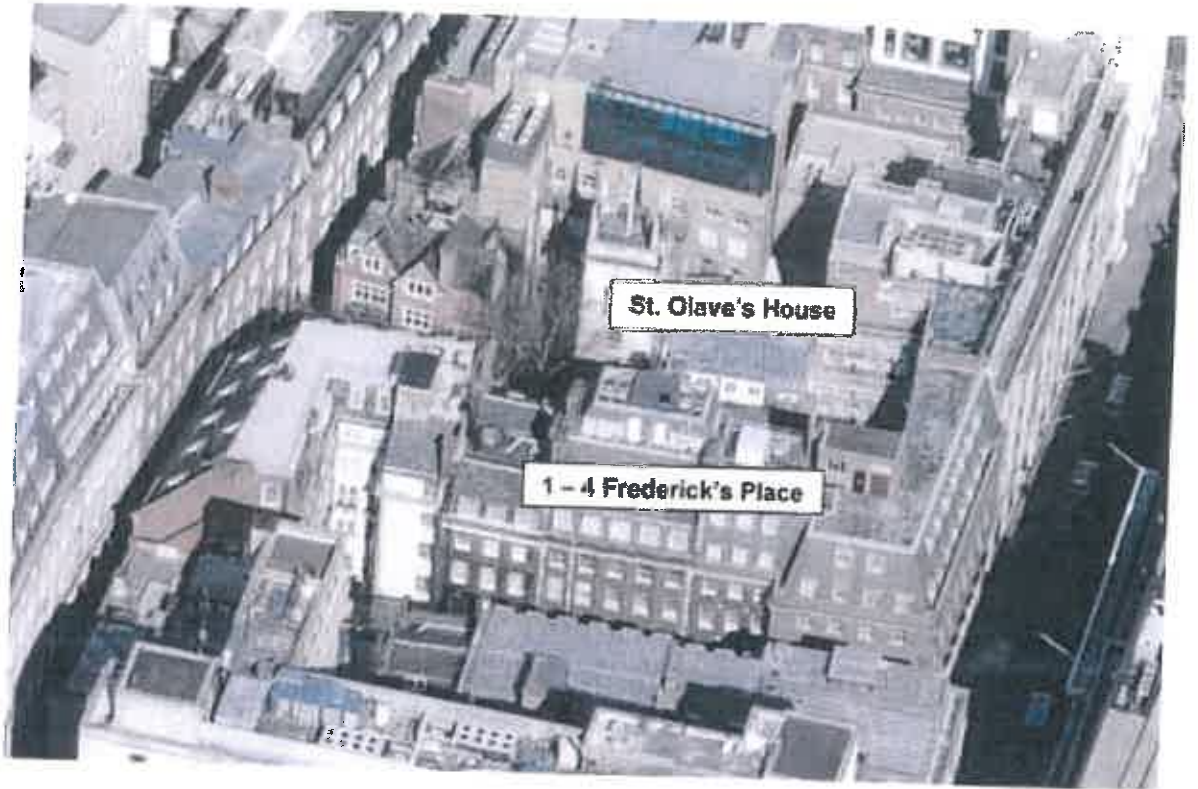


E-Mail: tom.rudd@bdp.com

cc



Appendix 1 – St. Olave's Court Birdseye View



117 N
Planning Consultants

LCRE/MCW/DP3630

18 March 2016

City Planning Officer
Department of Planning & Transport
City of London
PO Box 270
Guildhall
London EC2P 2EJ

PLANNING & TRANSPORTATION		
PSDD	CPO	PPD
PT	23 MAR 2016	LTP
DM		SSE
No	126794	PP
FILE		DD

DP9

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Dear Sirs

**PLANNING (LISTED BUILDING AND CONSERVATION AREA) ACT 1990
1-4 & 5, 7 & 8 FREDERICKS PLACE AND 35 OLD JEWRY, LONDON, EC2
APPLICATION REFERENCE: 15/01308/FULL & 15/01309/LBC**

We write in response to the representations received from BDP on behalf of the owners and occupiers of 9 and 9a Ironmonger Lane both dated 08 February 2016. The letters raise similar issues and as such we have considered the comments and issues raised therein as one and have set out our response below.

Transport, Refuse & Servicing

As you are aware, we have been in detailed discussions with Terry Chown from your Waste & Amenity Team and following the submission of some additional information, we have reached agreement on all matters in relation to the refuse and servicing of the proposed development. However, for the sake of completeness, we respond to the detailed comments from BDP as follows:

Point 2.1: A3 Retail Trip Generation: The proposed A3 retail floorspace (778sqm) is proposed to be split over buildings 1-3, and 7-8 Frederick's Place, and 35 Old Jewry. As such, the nature of the units will be that of small cafés / restaurants which are unlikely to be destinations in their own right. The methodology set out in the TA is therefore considered robust and has been agreed with Terry Chown.

Point 2.2: Refuse Collection: The small bay in St Olave's Court at ground floor level has been agreed with your waste and amenity team as being a holding point only; refuse will be presented here and collected on a daily basis. The refuse for the A3 retail unit will be stored at basement level.

Point 2.3: Supplementary information on refuse points: We have agreed with Terry Chown that the refuse point at 1-3 will be designed and constructed in accordance with BS 5906. A supplementary document has been issued to you and Terry Chown addressing this issue.

Point 2.4: Frequency of Refuse Collections: It is anticipated that there will be 1 refuse collection per day and 1 recycling collection per day (total 2 collections per day).

Point 2.5: Servicing: The proposals would result in a net increase of only 3 service trips (as set out in Chapter 9 of the November TA) over the current uses at Frederick's Place, which is not considered to be significant. The proposed servicing trips to the site will be spread over the course of a typical day, with an anticipated duration of stay of 15 minutes.

Design & Amenity

John Robertson Architects have carefully designed the proposed scheme to ensure that it responds to the character of the area and respects the amenity of adjoining neighbours. The following responds to the key comments raised in the representations:-

Point 1.1: Roof Terrace: The proposal is to remove the existing patent glazing to the rear of 4 Frederick's Place and create an attractive roof terrace and rear elevation to improve the St Olave's Court elevation. It is intended that these should be accessed for tenants onto the roof from the office building. As part of the standard leases for this accommodation, the use of the terraces for smoking would be prohibited. We do not believe that noise or overlooking will be an issue on this terrace and would welcome further discussions with officers.

Point 1.4: Plant and Retail Noise: The proposed restaurant is located at the east end of St Olave's Court, so we do not consider this is an issue for the residents of 9 Ironmonger Lane. Please note the plant for No 4 Frederick's Place is now located on the terrace at first floor level to the rear of No 3. Your Design Officer has advised that it should not be located at roof level in No 4.

St Olave's Church - We consider our proposals for the preservation and enhancement of St Olave's Court will not harm the Grade I listed St Olave's Church and we consider there will be public benefit in improving the appearance of St Olave's Court as a public thoroughfare. In the event that officers feel that it is necessary to provide some commentary on the assessment of the Church then we can provide this although we do not feel that this will add to the case as the relationship between the site and the Church will principally remain as is and in fact will be enhanced with some of the proposed works at roof level.

Point 1.4: We disagree with BDP's comments. The refurbishment of the rear elevation of 1-3 and 4 will enhance the conservation area. The roof plant will be located in new mansard enclosures and it is proposed the old chimney to the rear of No3 will be removed.

Construction

This is not an unusual proposition within the City of London where new developments are built alongside sensitive, historic neighbours. We anticipate that standard conditions requiring details of the proposed Construction Management and Environmental Protection (i.e. minimising dust, noise and vibration) will be imposed on any permission that may be forthcoming and will be required prior to any works commencing on site.



We trust that the above addresses the issues raised but we would be happy to discuss this further with officers if necessary. In the meantime, should you require any additional information, please do not hesitate to contact Luke Emmerton or Michael Worthington of this office.

Yours faithfully

A handwritten signature in black ink, consisting of the letters 'DP9' written in a stylized, cursive manner.

DP9
On Behalf of The Mercers' Company

18 May 2016

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Dear Mr. Newman

OBJECTION TO FULL MAJOR PLANNING APPLICATION (15/01308/FULL) AND LISTED BUILDING CONSENT (15/01309/LBC) FOR REFURBISHMENT OF NUMBERS 1 – 5, 7 and 8 FREDERICKS PLACE AND 35 OLD JEWRY, TO PROVIDE UPGRADED OFFICE FACILITIES WITH THE PARTIAL CHANGE OF USE AT GROUND FLOOR AND BASEMENT LEVEL FROM OFFICE (B1) TO RETAIL (A1-A4), ALTERATIONS TO ROOF PLANT AND OTHER ASSOCIATED WORKS, ON BEHALF OF WINTER SCOTT LLP, ST OLAVE'S HOUSE.

We write in response to the letter received from DP9 on behalf of the applicant dated 18th March 2016. This letter responds to the points raised by DP9, in addition to elaborating on Winter Scott LLP's previous representation in order to provide clarity on the impact of the proposals.

Despite these revisions and additional information submitted, it is our view the proposals in their current form remain contrary to adopted planning policy and would have a detrimental impact on neighbouring properties and the unique character of the City of London and are therefore unacceptable, specifically:

- Compromising the viability of St. Olave's House as a suitable premises for small and medium sized businesses, potentially leaving Winter Scott LLP no other option than to seek new premises;
- Significantly impacting neighbouring residential amenity; and
- Detracting from the character and significance of the Grade I Listed St. Olave's House and the Guild Hall Conservation Area.

Winter Scott LLP supports the development of the City of London, understanding the great value it has in supporting the London and national economies; protecting and improving the environment and peoples' quality of life; conserving and communicating London's rich heritage; and ultimately creating a great place to live, work and do business. Winter Scott believe that it is imperative development is appropriate to its context and does not detract from the City's particular role as a centre for business, including small and medium sized businesses its visually and historically rich built environment or the amenity of a growing residential population.

1. Proposed Development

1.1. Winter Scott LLP do not object to the proposed development in principle. However, it does object strongly to the following aspects of the proposals:

- The location and scale of the proposed roof terraces;
- The proposed refuse storage and servicing arrangements; and
- The omission of details in relation to construction management and effects.

Proposed Roof Terraces and Plant

- 1.2. The scheme proposes the introduction of three roof terraces above 1 Frederick's Place; one terrace at first floor level, one at fourth floor level and one at fifth floor level. The terraces are approximately 2.5 metres from St. Olave's House and 13 metres from 9 Ironmonger Lane. The nature of use is unclear from the application documentation. However, given the scale of the first floor terrace, it is reasonable to assume that it would provide an attractive amenity space for staff during the day such as coffee, cigarette breaks and informal meetings; and for social gatherings and business events in the evenings, such as events, client hospitality and parties; with associated chatter, smoking, speeches, applause, music, drinking and merriment. We recognise that smoking on the roof terraces is proposed to be prohibited, however we suggest that this would be near impossible to enforce.
- 1.3. To demonstrate the proximity of the first floor roof terrace to St. Olave's House, we have prepared a photomontage of the proposed terrace when viewed from the Winter Scott LLP first floor office window. The proposed roof terrace would introduce an unreasonable level of activity to the St. Olave's Court façade, resulting in significant increases in noise, disturbance and overlooking.
- 1.4. We understand that the proposed hours of use of the terrace would be limited to between 8am to 9pm, this would not mitigate any effects on Winter Scott LLP, where staff commonly work long hours, and would be wholly unacceptable. For the avoidance of doubt Winter Scott LLP object to the principle of the proposed first floor roof terrace and do not consider that shorter hours would make the use acceptable.
- 1.5. Since the submission in December 2015, the design has been updated to relocate the plant for No. 4 Fredericks' Place on the first floor terrace, fronting St. Olave's Court. This would further compound adverse noise impacts associated with the use of the terrace.

Refuse Collection

- 1.6. The proposed development locates refuse and servicing points on the perimeter of the site, including one fronting and with direct access onto St. Olave's Court. The location of this refuse collection point would require 1,100 litre eurobins to be wheeled by foot approximately 10 metres along St. Olave's Court before being transferred to a refuse collection vehicle on Old Jewry. This refuse point is likely to be a source of noise and odour, exacerbated by the narrow dimensions of St. Olave's Court.
- 1.7. The location of the refuse and service points along St. Olave's Court form a poor relationship with surrounding development, with refuse and service accesses immediately fronting the Black's Office and 5 St. Olave's Court.
- 1.8. The St. Olave's Court refuse collection point will also be read in the setting of the Grade I listed St. Olave's House and Guild Hall Conservation Area

Construction

- 1.9. The construction activities associated with building the proposed three exterior terraces has the potential to result in adverse effects on surrounding properties, specifically in terms of access and noise. The application documentation does not include details of the proposed construction programme, the likely environmental effects and proposed mitigation and management measures. We acknowledge that this is not an unusual proposition in the City of London and request that a Construction and Environmental Management Plan is secured by pre-commencement condition in order to minimise adverse impacts. This should include the

construction programme, environmental effects and mitigation, including access arrangements, and undergoes public scrutiny through consultation with neighbouring properties and the relevant statutory consultees.

2. Adverse Impact of Proposed Development

- 2.1. The area surrounding the proposed development site, benefits from a distinctive character, defined by a mix of land uses, including office space suitable for small and medium businesses and residential development; and significant heritage assets. In their current form the proposals would have a direct adverse impact on the existing character and nature of the surrounding area, compromising the viability of an office unit suitable for small and medium sized businesses; detracting from the significance of neighbouring heritage assets; and significantly impacting residential amenity.

Business Amenity

- 2.2. Winter Scott LLP is a firm of commercial and maritime lawyers. They employ 30 people and have a turnover of between £6million and £7million. This income is generated almost exclusively from shipping and insurance throughout the world. Approximately £2million of their turnover is paid to third parties employed by them in London such as marine surveyors, barristers, translators and travel firms. Winter Scott are part of the marine services industry which contributes £4.4billion towards the UK economy and employs 10,000 people, the majority of them in the City of London. Those figures are taken from a report dated April 2016 commissioned by the City of London Corporation and produced by PricewaterhouseCoopers.
- 2.3. Small and medium sized enterprises, such as Winter Scott LLP, play a significant part in the City's success, providing essential local services to the city and wider business community, and a seedbed for continued innovation. This is recognised by the City of London (CoL) Local Plan (January, 2015) Policy DM 1.3, which seeks to promote the protection of suitable premises to ensure the continued use of existing small and medium sized units that meet the occupiers' needs.
- 2.4. St. Olave's House is a high quality and valuable building suitable for small and medium sized businesses. This is demonstrated by the important role it has played in Winter Scott LLP's success, providing characterful accommodation within a quiet and well connected location. The proposed development has the potential to negatively impact the viable operation of St. Olave's House as a suitable office location for small and medium businesses through adverse noise, disturbance and overlooking impacts.

Noise

- 2.5. We strongly disagree with DP9's assertion that noise will not be an issue on the proposed terrace. The close proximity to Winter Scott LLP's office, approximately 2.5 metres from the terrace to windows on the first and second floor, and the nature of use of the terrace as illustrated by Appendix A, would result in significant activity compromising the noise levels in the area, creating a disturbance throughout the day and into the evening, adversely impacting the operation of Winter Scott LLP and contrary to Local Plan Policy 15.7 (which considers business a noise sensitive use). Furthermore, the Environmental Noise Report does not assess the likely levels of noise outbreak from the roof terrace, contrary to Local Plan Policy DM 10.3 Roof Gardens and Terraces, and therefore the Corporation is still not in a position to determine the full noise impact on the surrounding area and occupants.
- 2.6. The noise disturbance resulting from the use of the proposed terrace would be further compounded by the location of the plant on the terrace and the refuse collection point on St. Olave's Court. For this reason we question whether there is a more suitable location for the refuse point and plant, which would limit the disturbance to surrounding properties.
- 2.7. In terms of mitigation, we have considered a number of approaches, and believe noise from the proposed terrace to be very difficult to address. Given the nature of St. Olave's House as a Grade I Listed Building installation of acoustic glazing and associated mechanical ventilation would require Listed Building Consent and even if consented would be challenging and costly to install due to its cumbersome nature. Furthermore, it would be wholly unreasonable to assume Winter Scott LLP would have to keep the building's windows

closed to simply experience similar to existing noise levels and continue the operation of their business at St. Olave's House. This is particularly true during the summer months, when temperatures can be high.

Overlooking and Disturbance

- 2.8. We strongly disagree with DP9's comments that overlooking will not be an issue from the proposed roof terraces. We cannot see how the applicant and the design team have sufficiently considered or appreciated adjacent neighbouring properties if they believe this to be the case. As demonstrated in Appendix A which illustrates the proposed first floor roof terrace, from inside the St. Olave's Court first floor, it is clear there are direct and uninterrupted lines of sight from the terrace into Winter Scott LLP's office at a distance of approx. 2.5 metres. If consented, activity on the terrace would be a significant distraction and a breach of privacy compromising the viability of St. Olave's House as a viable office location for Winter Scott LLP.
- 2.9. In terms of mitigation, we have considered the options and it is wholly unacceptable to assume Winter Scott LLP would have to install blinds or draw shutters to avoid negative impacts of overlooking and distraction/disturbance from people using the terraces or activities such as leisure and social events, between the hours of 8am to 9pm. This would not only be unsustainable by limiting natural light and encouraging the use of artificial lighting, it would greatly reduce the quality of the internal office environment.

Design and Heritage

- 2.10. St. Olave's Court and the Grade I Listed St. Olave's House form a notable part of the Guild Hall Conservation Area and make a valuable contribution to the City's unique character and rich historic environment. The existing Fredericks' Place façade contributes to the character of St. Olave's Court, and plays an important role in the setting of the Grade I Listed St. Olave's House. As supported by objections from the City of London Conservation Area Advisory Committee and the City Heritage Society, the proposals in their current form have the potential to significantly adversely impact neighbouring heritage assets, contrary to Local Plan Policy CS 12 Historic Environment.
- 2.11. The introduction of the roof terraces above 1 Frederick's Place, one at first floor level, one at fourth floor level and one at fifth floor level (all approximately 2.5 metres from St. Olave's House), has the potential to result in harm to the setting of the Grade I Listed St. Olave's House and the character of the Guild Hall Conservation Area. The introduction of an incommensurate design and an increase in levels of activity in the area will affect the level of enclosure and the sense of calm currently enjoyed detracting from the character of the heritage assets' setting. The potential impact is compounded by the proposed increase in size of roof top plant and location of the St. Olave's Court refuse store, and is contrary to Local Plan Policies DM 10.1 Roof Top Plant, DM 12.2 Conservation Areas and DM 12.3 Listed Buildings.

Residential Amenity

- 2.12. The City of London's thriving growing residential community adds to the City's vitality and makes it livelier and safer outside working hours. The application site is located in close proximity to two residential dwellings, namely: 5 St. Olave's Court; and 9 Ironmonger Lane.
- 2.13. Whilst it is acknowledged, the dense and mixed use nature of the city is likely to result in a degree of disturbance to amenity, the exceptionally close distances, specifically between the proposed roof terraces at the fourth and fifth floor of Fredericks' Place and 5 St. Olave's Court are unacceptable and result in a significant loss of amenity due to overlooking. In addition the amenity of 5 St. Olave's Court and 9 Ironmonger Lane would be adversely affected due to increased levels of activity and noise from the proposed first floor roof terrace.

For the reasons set out above, the proposed development would result in an unacceptable impact on neighbouring properties, which in this case cannot be satisfactorily mitigated. Given this, we believe the only acceptable course of action is to refuse the application as it stands or, as a minimum, seek revision to remove the first floor terrace and relocate the St. Olave's Court refuse point.

I do not see how the Corporation could fully consider the acceptability of the proposals without a visit to Winter Scott LLP's office. I strongly urge you to contact my colleague Tessa O'Neill or myself to arrange a visit in order to view the site of the proposed terrace from inside St. Olave's House.

We respectfully request that the above comments are taken into consideration in the determination of the applications, and look forward to hearing from you in order to arrange a visit to St. Olave's House.

Yours sincerely



Tom Rudd

Planner

BDP

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cc

John Garbutt (Alderman of Walbrook Ward)

Lucy Frew (Councillor Walbrook Ward)

Ken Scott (Winter Scott LLP)

Glenn Winter (Winter Scott LLP)

Sophie-Jane Hunt (Winter Scott LLP)

Tessa O'Neill (BDP)

18 May 2016

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Dear Mr. Newman

OBJECTION TO FULL MAJOR PLANNING APPLICATION (15/01308/FULL) AND LISTED BUILDING CONSENT (15/01309/LBC) FOR REFURBISHMENT OF NUMBERS 1 – 5, 7 and 8 FREDERICKS PLACE AND 35 OLD JEWRY, TO PROVIDE UPGRADED OFFICE FACILITIES WITH THE PARTIAL CHANGE OF USE AT GROUND FLOOR AND BASEMENT LEVEL FROM OFFICE (B1) TO RETAIL (A1-A4), ALTERATIONS TO ROOF PLANT AND OTHER ASSOCIATED WORKS, ON BEHALF OF RESIDENTIAL PREMISE AT 9 IRONMONGER LANE.

We write in response to the letter received from DP9 on behalf of the applicant dated 18th March 2016. This letter responds to the points raised by DP9, in addition to elaborating on Glenn Winter's previous representation in order to provide clarity on the impact of the proposals. This letter is written on behalf of Glenn Winter in his capacity as a resident of 9 Ironmonger Lane and a Senior Partner of Winter Scott LLP.

Despite these revisions and additional information submitted, it is our view the proposals in their current form remain contrary to adopted planning policy and would have a detrimental impact on neighbouring properties and the unique character of the City of London and are therefore unacceptable, specifically:

- Compromising the viability of St. Olave's House as a suitable premises for small and medium sized businesses, potentially leaving Winter Scott LLP no other option than to seek new premises;
- Significantly impacting neighbouring residential amenity; and
- Detracting from the character and significance of the Grade I Listed St. Olave's House and the Guild Hall Conservation Area.

Glenn Winter supports the development of the City of London, understanding the great value it has in supporting the London and national economies; protecting and improving the environment and peoples' quality of life; conserving and communicating London's rich heritage; and ultimately creating a great place to live, work and do business. Our client believes that it is imperative development is appropriate to its context and does not detract from the amenity of a growing residential population, or negatively impact the careful balance of land uses in the city.

ARCHITECTURE ■ DESIGN ■ ENGINEERING ■ URBANISM ■ SUSTAINABILITY ■ LIGHTING ■ ACOUSTICS

Building Design Partnership Limited, registered in England 2297415, registered office PO Box 86, 11 Duke Street, Piccadilly Basin, Manchester, M60 3JA, BDP is a registered trade mark.

1. Proposed Development

1.1. We do not object to the proposed development in principle. However, we do object strongly to the following aspects of the proposals:

- The location and scale of the proposed roof terraces; and
- The omission of details in relation to construction management and effects.

Proposed Roof Terraces and Plant

- 1.2. The scheme proposes the introduction of three roof terraces above 1 Frederick's Place; one terrace at first floor level, one at fourth floor level and one at fifth floor level. The terraces are approximately 13 metres from 9 Ironmonger Lane and 2.5 metres from St. Olave's House and 5 St. Olave's Court. The nature of use is unclear from the application documentation. However, given the scale of the first floor terrace, it is reasonable to assume that it would provide an attractive amenity space for staff during the day such as coffee, cigarette breaks and informal meetings; and for social gatherings and business events in the evenings, such as events, client hospitality and parties; with associated chatter, smoking, speeches, applause, music, drinking and merriment. We recognise that smoking on the roof terraces is proposed to be prohibited, however we suggest that this would be near impossible to enforce. The proposed roof terrace would introduce an unreasonable level of activity to the St. Olave's Court façade, resulting in significant increases in noise, disturbance and overlooking.
- 1.3. We understand that the proposed hours of use of the terrace would be limited to between 8am to 9pm, while this would limit the impact on 9 Ironmonger Lane, this would not mitigate any effects on Winter Scott LLP, where staff commonly work long hours, and would be wholly unacceptable. For the avoidance of doubt we object to the principle of the proposed first floor roof terrace and do not consider that shorter hours would make the use acceptable.
- 1.4. Since the submission in December 2015, the design has been updated to relocate the plant for No. 4 Fredericks' Place on the first floor terrace, fronting St. Olave's Court. This would further compound adverse noise impacts associated with the use of the terrace.

Refuse Collection

- 1.5. The proposed development locates refuse and servicing points on the perimeter of the site, including one fronting and with direct access onto St. Olave's Court. The location of this refuse collection point would require 1,100 litre eurobins to be wheeled by foot approximately 10 metres along St. Olave's Court before being transferred to a refuse collection vehicle on Old Jewry. This refuse point is likely to be a source of noise and odour, exacerbated by the narrow dimensions of St. Olave's Court.

Construction

- 1.6. The construction activities associated with building the proposed three exterior terraces has the potential to result in adverse effects on surrounding properties, specifically in terms of access and noise. The application documentation does not include details of the proposed construction programme, the likely environmental effects and proposed mitigation and management measures. We acknowledge that this is not an unusual proposition in the City of London and request that a Construction and Environmental Management Plan is secured by pre-commencement condition in order to minimise adverse impacts. This should include the construction programme, environmental effects and mitigation, including access arrangements, and undergoes public scrutiny through consultation with neighbouring properties and the relevant statutory consultees.

2. Adverse Impact of Proposed Development

- 2.1. The area surrounding the proposed development site, benefits from a distinctive character, defined by a mix of land uses, including residential development. In their current form the proposals would have a direct adverse impact on the existing character and nature of the surrounding area, compromising the viability of an office unit suitable for small and medium sized businesses; and significantly impacting residential amenity.

Business Amenity

- 2.2. Winter Scott LLP is a firm of commercial and maritime lawyers. They employ 30 people and have a turnover of between £6million and £7million. This income is generated almost exclusively from shipping and insurance throughout the world. Approximately £2million of their turnover is paid to third parties employed by them in London such as marine surveyors, barristers, translators and travel firms. Winter Scott are part of the marine services industry which contributes £4.4billion towards the UK economy and employs 10,000 people, the majority of them in the City of London. Those figures are taken from a report dated April 2016 commissioned by the City of London Corporation and produced by PricewaterhouseCoopers.
- 2.3. Small and medium sized enterprises, such as Winter Scott LLP, play a significant part in the City's success, providing essential local services to the city and wider business community, and a seedbed for continued innovation. This is recognised by the City of London (CoL) Local Plan (January, 2015) Policy DM 1.3, which seeks to promote the protection of suitable premises to ensure the continued use of existing small and medium sized units that meet the occupiers' needs.
- 2.4. St. Olave's House is a high quality and valuable building suitable for small and medium sized businesses. This is demonstrated by the important role it has played in Winter Scott LLP's success, providing characterful accommodation within a quiet and well connected location. The proposed development has the potential to negatively impact the viable operation of St. Olave's House as a suitable office location for small and medium businesses through adverse noise, disturbance and overlooking impacts.

Noise

- 2.5. We strongly disagree with DP9's assertion that noise will not be an issue on the proposed terrace. The close proximity to Winter Scott LLP's office, approximately 2.5 metres from the terrace to windows on the first and second floor, and the nature of use of the terrace would result in significant activity compromising the noise levels in the area, creating a disturbance throughout the day and into the evening, adversely impacting the operation of Winter Scott LLP and contrary to Local Plan Policy 15.7 (which considers business a noise sensitive use). Furthermore, the Environmental Noise Report does not assess the likely levels of noise outbreak from the roof terrace, contrary to Local Plan Policy DM 10.3 Roof Gardens and Terraces, and therefore the Corporation is still not in a position to determine the full noise impact on the surrounding area and occupants.
- 2.6. The noise disturbance resulting from the use of the proposed terrace would be further compounded by the location of the plant on the terrace and the refuse collection point on St. Olave's Court. For this reason we question whether there is a more suitable location for the refuse point and plant, which would limit the disturbance to surrounding properties.
- 2.7. In terms of mitigation, we have considered a number of approaches, and believe noise from the proposed terrace to be very difficult to address. Given the nature of St. Olave's House as a Grade I Listed Building installation of acoustic glazing and associated mechanical ventilation would require Listed Building Consent and even if consented would be challenging and costly to install due to its cumbersome nature. Furthermore, it would be wholly unreasonable to assume Winter Scott LLP would have to keep the building's windows closed to simply experience similar to existing noise levels and continue the operation of their business at St. Olave's House. This is particularly true during the summer months, when temperatures can be high.

Overlooking and Disturbance

- 2.8. We strongly disagree with DP9's comments that overlooking will not be an issue from the proposed roof terraces. We cannot see how the applicant and the design team have sufficiently considered or appreciated adjacent neighbouring properties if they believe this to be the case. It is clear there would be direct and

uninterrupted lines of sight from the terrace into Winter Scott LLP's office at a distance of approx. 2.5 metres. If consented, activity on the terrace would be a significant distraction and a breach of privacy compromising the viability of St. Olave's House as a viable office location for Winter Scott LLP.

- 2.9. In terms of mitigation, we have considered the options and it is wholly unacceptable to assume Winter Scott LLP would have to install blinds or draw shutters to avoid negative impacts of overlooking and distraction/disturbance from people using the terraces or activities such as leisure and social events, between the hours of 8am to 9pm. This would not only be unsustainable by limiting natural light and encouraging the use of artificial lighting, it would greatly reduce the quality of the internal office environment.

Residential Amenity

- 2.10. The City of London's thriving growing residential community adds to the City's vitality and makes it livelier and safer outside working hours. The application site is located in close proximity to 9 Ironmonger Lane at a distance of approximately 13 metres.
- 2.11. Whilst it is acknowledged, the dense and mixed use nature of the city is likely to result in a degree of disturbance to amenity, the close distances between Fredericks' Place and 9 Ironmonger Lane are unacceptable and result in a significant loss of amenity due to overlooking and noise.

Noise

- 2.12. As stated above it is reasonable to believe the proposed first floor roof terrace would be used throughout the day and into the evening for leisure and social events. This would introduce significant levels of activity on the St. Olave's Court façade and result in an unacceptable increase in noise levels for residents of 9 Ironmonger Lane. Furthermore, the potential noise impact from the roof terrace on 9 Ironmonger Lane is not considered in the Environmental Noise Report (December, 2015), contrary to Local Plan Policy 15.7 Noise and Light Pollution, which seeks to ensure proposed development does not adversely affect its neighbours especially noise sensitive uses, such as housing.
- 2.13. In order to ensure noise breakout from the proposed plant does not result in adverse noise effects on surrounding residential properties, we support the noise mitigation measures included in the Environmental Noise Report (December, 2015) and request the measures detailed under section 5 are secured by compliance condition.

Overlooking

- 2.14. The design and layout of the roof terrace does not adequately address issues of overlooking from the western end of the terrace to 9 Ironmonger Lane. Given the proximity of the roof terrace to 9 Ironmonger Lane and the lack of cover between the roof terrace and surrounding properties, the proposed design will allow uninterrupted views from the west of the terrace to four south facing residential habitable rooms contained within 9 Ironmonger Lane, as demonstrated in our previous representation. Therefore the proposed terrace is contrary to Local Plan Policy DM 10.3, Roof Gardens and Terraces, which resists terraces which immediately overlook residential premises. For this reason we object to the principle of the proposed roof terrace.

For the reasons set out above, the proposed development would result in an unacceptable impact on neighbouring properties, which in this case cannot be satisfactorily mitigated. Given this, we believe the only acceptable course of action is to refuse the application as it stands or, as a minimum, seek revision to remove the first floor terrace and relocate the St. Olave's Court refuse point.

I do not see how the Corporation could fully consider the acceptability of the proposals without a visit to Winter Scott LLP's office. I strongly urge you to contact my colleague Tessa O'Neill or myself to arrange a visit in order to view the site of the proposed terrace from inside St. Olave's House.

We respectfully request that the above comments are taken into consideration in the determination of the applications, and look forward to hearing from you in order to arrange a visit to St. Olave's House.

Yours sincerely



Tom Rudd

Planner

BDP

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cc

John Garbutt (Alderman for Walbrook Ward)

Lucy Frew (Councillor Walbrook Ward)

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Glenn Winter (Winter Scott LLP)

Sophie-Jane Hunt (Winter Scott LLP)

Tessa O'Neill (BDP)











19 May 2016

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BDP.

Dear Mr. Newman

OBJECTION TO FULL MAJOR PLANNING APPLICATION (15/01308/FULL) AND LISTED BUILDING CONSENT (15/01309/LBC) FOR REFURBISHMENT OF NUMBERS 1 – 5, 7 and 8 FREDERICKS PLACE AND 35 OLD JEWRY, TO PROVIDE UPGRADED OFFICE FACILITIES WITH THE PARTIAL CHANGE OF USE AT GROUND FLOOR AND BASEMENT LEVEL FROM OFFICE (B1) TO RETAIL (A1-A4), ALTERATIONS TO ROOF PLANT AND OTHER ASSOCIATED WORKS, ON BEHALF OF RESIDENTIAL PREMISE AT THE RECOTRY, 5 ST OLAVE'S COURT.

We write in relation to the above planning applications, which propose the refurbishment of numbers 1 to 5, 7 and 8 Fredericks Place and 35 Old Jewry to provide upgraded office space, retail units, alterations to roof plant and associated facilities. The proposed development is located adjacent to residential dwelling 5 St. Olave's Court, which is contained in St. Olave's House and occupied by Jeremy Crossly. This letter is written on behalf of Jeremy Crossly who supports the principle of the development but objects to a number of specific aspects of the design and nature of the proposals in their current form.

5 St. Olave's Court comprises a two storey self-contained residential property located on the second and third floor of St. Olave's House. The proposed development is located approximately 2.5 metres to the south and would be visible from four habitable rooms and a roof terrace as identified in the floor plans contained in Appendix A. 5 St. Olave's Court is accessed from St. Olave's Court, with the entrance fronting the proposed development site.

Jeremy Crossly supports the development of the City of London, understanding the great value it has in supporting the London and national economies; protecting and improving the environment and peoples' quality of life; conserving and communicating London's rich heritage; and ultimately creating a great place to live, work and do business. It is imperative development is appropriate to its context and does not detract from the amenity of a growing residential population, or negatively impact the visually and historically rich built environment.

1. Proposed Development

1.1. Jeremy Crossly does not object to the proposed development in principle. However, does object strongly to the following aspects of the proposals:

- The location and scale of the proposed roof terraces;
- The proposed refuse storage and servicing arrangements; and
- The omission of details in relation to construction management and effects.

Proposed Roof Terraces and Plant

- 1.2. The scheme proposes the introduction of three roof terraces above 1 Frederick's Place; one terrace at first floor level, one at fourth floor level and one at fifth floor level. The terraces are approximately 2.5 metres from 5 St. Olave's Court. The nature of use is unclear from the application documentation. However, given the scale of the first floor terrace, it is reasonable to assume that it would provide an attractive amenity space for staff during the day such as coffee, cigarette breaks and informal meetings; and for social gatherings and business events in the evenings, such as events, client hospitality and parties; with associated chatter, smoking, speeches, applause, music, drinking and merriment. We recognise that smoking on the roof terraces is proposed to be prohibited, however we suggest that this would be near impossible to enforce. The proposed roof terrace would introduce an unreasonable level of activity to the St. Olave's Court façade, resulting in significant increases in noise, disturbance and overlooking.
- 1.3. We understand that the proposed hours of use of the terrace would be limited to between 8am to 9pm, whilst this would limit the impact, it permits activity in close proximity to surrounding residential dwellings and is wholly unacceptable. For the avoidance of doubt Jeremy Crossly object to the principle of the proposed first floor roof terrace and do not consider that shorter hours would make the use acceptable.
- 1.4. Since the submission in December 2015, the design has been updated to relocate the plant for No. 4 Fredericks' Place on the first floor terrace, fronting St. Olave's Court. This would further compound adverse noise impacts associated with the use of the terrace.

Refuse Collection

- 1.5. The proposed development locates refuse and servicing points on the perimeter of the site, including one fronting and with direct access onto St. Olave's Court. The location of this refuse collection point would require 1,100 litre eurobins to be wheeled by foot approximately 10 metres along St. Olave's Court before being transferred to a refuse collection vehicle on Old Jewry. This refuse point is likely to be a source of noise and odour, exacerbated by the narrow dimensions of St. Olave's Court.
- 1.6. The location of the refuse and service points along St. Olave's Court form a poor relationship with surrounding development, with refuse and service accesses immediately fronting the principle and single access to 5 St. Olave's Court.
- 1.7. The St. Olave's Court refuse collection point will also be read in the setting of the Grade I listed St. Olave's House and Guild Hall Conservation Area

Construction

- 1.8. The construction activities associated with building the proposed three exterior terraces has the potential to result in adverse effects on surrounding properties, specifically in terms of access and noise. The application documentation does not include details of the proposed construction programme, the likely environmental effects and proposed mitigation and management measures. We acknowledge that this is not an unusual proposition in the City of London and request that a Construction and Environmental Management Plan is secured by pre-commencement condition in order to minimise adverse impacts. This should include the construction programme, environmental effects and mitigation, including access arrangements, and undergoes public scrutiny through consultation with neighbouring properties and the relevant statutory consultees.

2. Adverse Impact of Proposed Development

- 2.1. The area surrounding the proposed development site, benefits from a distinctive character, including residential dwellings and significant heritage assets. In their current form the proposals would have a direct adverse impact on the existing character and nature of the surrounding area, significantly impacting residential amenity and detracting from the significance of neighbouring heritage assets.

Residential Amenity

- 2.2. The City of London's thriving growing residential community adds to the City's vitality and makes it livelier and safer outside working hours. The application site is located in close proximity to two residential dwellings, namely: 5 St. Olave's Court; and 9 Ironmonger Lane.
- 2.3. Whilst it is acknowledged, the dense and mixed use nature of the city is likely to result in a degree of disturbance to amenity, the exceptionally close distances, specifically between the proposed roof terraces at the fourth and fifth floor of Fredericks' Place and 5 St. Olave's Court are unacceptable and result in a significant loss of amenity due to overlooking. In addition, amenity of the 5 St. Olave's Court and 9 Ironmonger Lane would be adversely affected due to increased levels of activity and noise from the proposed first floor roof terrace.

Noise

- 2.4. We strongly disagree with DP9's assertion that noise will not be an issue on the proposed terrace. The close proximity to 5 St. Olave's Court, approximately 2.5 metres from the proposed development, specifically to the three terraces, would result in significant activity compromising the noise levels in the area, creating a disturbance throughout the day and into the evening, adversely impacting residential amenity and contrary to Local Plan Policy 15.7 (which considers business a noise sensitive use). Furthermore, the Environmental Noise Report does not assess the likely levels of noise outbreak from the roof terrace, contrary to Local Plan Policy DM 10.3 Roof Gardens and Terraces, and therefore the Corporation is not in a position to determine the full noise impact on the surrounding area and occupants.
- 2.5. The noise disturbance resulting from the use of the proposed terrace would be further compounded by the location of the plant on the terrace and the refuse collection point on St. Olave's Court. For this reason we question whether there is a more suitable location for the refuse point and plant, which would limit the disturbance to surrounding properties.
- 2.6. In terms of mitigation, we have considered a number of approaches, and believe noise from the proposed terrace to be very difficult to address. Given the nature of St. Olave's House as a Grade I Listed Building installation of acoustic glazing and associated mechanical ventilation would require Listed Building Consent and even if consented would be challenging and costly to install due to its cumbersome nature. Furthermore, it would be wholly unreasonable to assume occupants of 5 St. Olave's Court would have to keep the building's windows closed to simply experience similar to existing noise levels. This is particularly true during the summer months, when temperatures can be high.

Overlooking and Disturbance

- 2.7. We strongly disagree with DP9's comments that overlooking will not be an issue from the proposed roof terraces. We cannot see how the applicant and the design team have sufficiently considered or appreciated adjacent neighbouring properties if they believe this to be the case. Whilst 5 St. Olave's Court is located above the first floor roof terrace limiting potential of overlooking, four habitable rooms and roof terrace would be in direct and uninterrupted views from the proposed fourth and fifth floor terrace. If consented, the proposed terraces would overlook the 5 St. Olave's Court contrary to Local Plan Policy DM 10.3 Roof Gardens and Terraces.
- 2.8. In terms of mitigation, we have considered the options and it is wholly unacceptable to assume occupants of 5 St. Olave's Court would have to install blinds or draw shutters to avoid negative impacts of overlooking from people using the terraces or activities such as leisure and social events, between the hours of 8am to

9pm. This would not only be unsustainable by limiting natural light and encouraging the use of artificial lighting, it would greatly reduce the quality of the internal residential environment.

Design and Heritage

- 2.9. St. Olave's Court and the Grade I Listed St. Olave's House form a notable part of the Guild Hall Conservation Area and make a valuable contribution to the City's unique character and rich historic environment. The existing Fredericks' Place façade contributes to the character of St. Olave's Court, and plays an important role in the setting of the Grade I Listed St. Olave's House. As supported by objections from the City of London Conservation Area Advisory Committee and the City Heritage Society, the proposals in their current form have the potential to significantly adversely impact neighbouring heritage assets, contrary to Local Plan Policy CS 12 Historic Environment.
- 2.10. The introduction of the roof terraces above 1 Frederick's Place, one at first floor level, one at fourth floor level and one at fifth floor level (all approximately 2.5 metres from St. Olave's House), has the potential to result in harm to the setting of the Grade I Listed St. Olave's House and the character of the Guild Hall Conservation Area. The introduction of an incommensurate design and an increase in levels of activity in the area will affect the level of enclosure and the sense of calm currently enjoyed detracting from the character of the heritage assets' setting. The potential impact is compounded by the proposed increase in size of roof top plant and location of the St. Olave's Court refuse store, and is contrary to Local Plan Policies DM 10.1 Roof Top Plant, DM 12.2 Conservation Areas and DM 12.3 Listed Buildings.

For the reasons set out above, the proposed development would result in an unacceptable impact on neighbouring properties, which in this case cannot be satisfactorily mitigated. Given this, we believe the only acceptable course of action is to refuse the application as it stands or, as a minimum, seek revision to remove the first floor terrace and relocate the St. Olave's Court refuse point.

I do not see how the Corporation could fully consider the acceptability of the proposals without a visit to the St. Olave's House and 5 St. Olave's Court. I strongly urge you to contact my colleague Tessa O'Neill or myself to arrange a visit in order to view the site of the proposed terrace from inside St. Olave's House.

We respectfully request that the above comments are taken into consideration in the determination of the applications, and look forward to hearing from you in order to arrange a visit to St. Olave's House.

Yours sincerely



Tom Rudd

Planner

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cc

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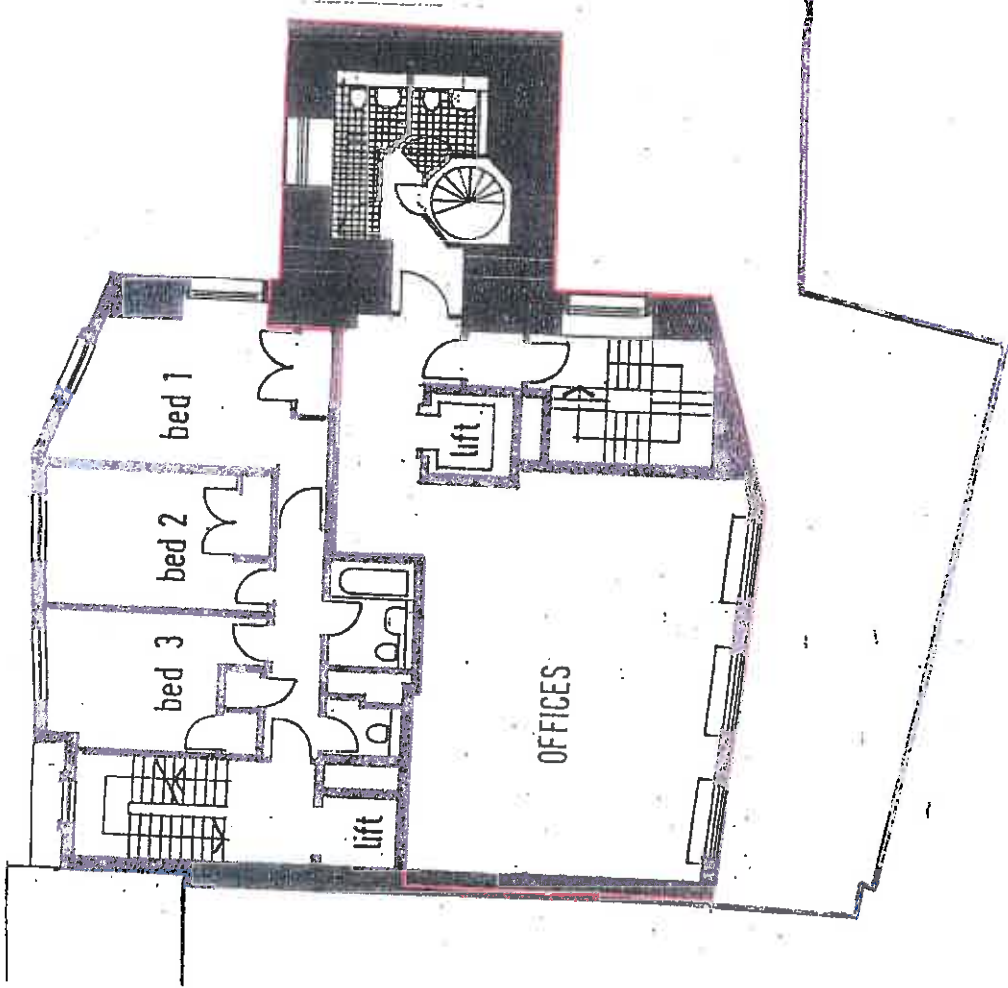
Sophie-Jane Hunt (Winter Scott LLP)

Tessa O'Neill (BDP)

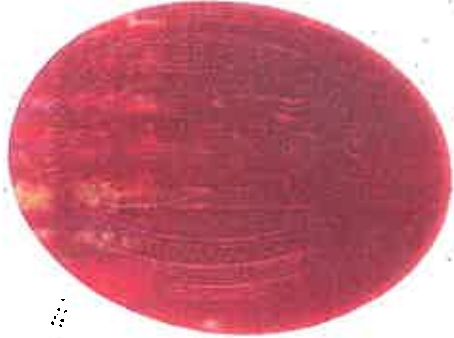
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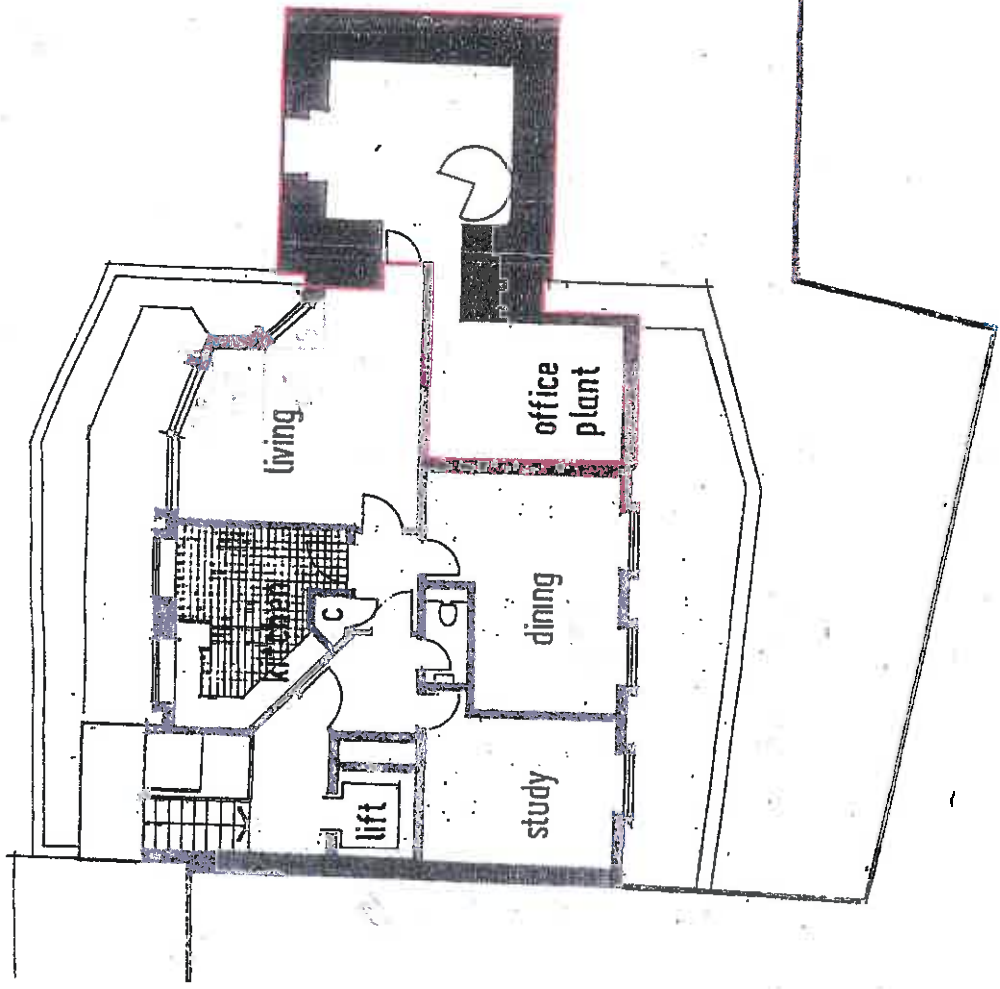
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Newman, Tony

From: Rudd, Tom <Tom.Rudd@bdp.com>
Sent: 14 June 2016 19:13
To: Newman, Tony
Cc: O'Neill, Tessa
Subject: Fredericks' Place

Hi Tony,

Many thanks for visiting Winter Scott's office today and taking the time to discuss the Frederick's Place proposals and the associated impact on Winter Scott's business. We were disappointed you did not share our view that the proposed terrace would have an unacceptable impact, but as discussed we would appreciate your consideration of increasing the height of the balustrade and the use of materials which would reduce noise impact further. I have outlined the potential mitigation measures which were discussed at our meeting below.

Terrace Balustrade

We would welcome design revisions at this stage to improve the visual and acoustic screening of the terrace balustrade. It is important the revised balustrade is of a suitable height and material to reduce noise and obscure views, for example a taller planted screen could better absorb sound and intercept noise outbreak.

Given the importance of the balustrade to Winter Scott, we request that we are consulted on the design revisions to the balustrade and would welcome an opportunity to speak with the applicant's architect/planning agent to comment on the design before it is finalised.

Refuse Storage

As stated in our letter of 18 May 2016, we welcome the relocation of the refuse store opposite the residential entrance of 5 St. Olave's Court and the reduction of associated adverse impacts on the amenity of the residential units. We also request Winter Scott are consulted on the revised refuse store location.

We appreciate the application determination date has now expired but request the above mitigation is fully considered prior to the determination of the application.

Kind regards,

Tom

Tom Rudd
Town Planner

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Newman, Tony

From: Rudd, Tom <Tom.Rudd@bdp.com>
Sent: 03 August 2016 17:33
To: Newman, Tony
Cc: O'Neill, Tessa
Subject: RE: 1-3 Frederick's Place - (15/01308/FULL)

Hi Tony,

Many thanks for the updates regarding the Frederick's Place amendments.

We are however disappointed with the response as we feel it does not reflect the discussions from our meeting on the 14th June, and does not address the concerns you appeared to share, specifically in relation to the location of the refuse store. I have outlined our comments below.

Refuse Store

Further to our meeting and telephone discussions, we understood CoL was seeking revisions to the location of the refuse store to provide a better relationship with neighbouring properties, specifically the residential dwelling at 5 St. Olave's Court. Please can you clarify why CoL is no longer seeking such revisions?

We remain concerned the refuse point is likely to be a source of noise and odour exacerbated by the narrowness of St. Olave's Court and compounded by the recent approval of the refuse store at the Korean Bank site. The location of the Frederick's Place refuse store on St. Olave's Court forms a poor relationship with 5 St. Olave's Court, with the store immediately fronting the principle and single access to the residential property, and negatively impacting the setting of adjacent heritage assets. We maintain our view the refuse store should be relocated away from St. Olave's Court to a more appropriate location.

Failing relocation, in relation to the conditions you are proposing we would request to be consulted on the Servicing Management Plan.

Terrace Balustrade

Whilst we welcome the amendment to the glazing treatment to a translucent finish, we feel the increase in height of the balustrade by approximately half a brick course to a total of 1.3 metres is inadequate. The height of the balustrade in relation to the planter raises significant concerns regarding safety.

In accordance with Part K of the Building Regulations 2010 Protection from Falling Collision and Impact, the balustrade should be a minimum of 1100mm above the finished level of the planter to provide sufficient protection from falling. Assuming a 500mm depth of the planter, the minimum height of the balustrade should be 1600mm above finished floor level.

We look forward to your comments with regards to the above.

Kind regards,

Tom

From: Newman, Tony [mailto:Tony.Newman@cityoflondon.gov.uk]
Sent: 02 August 2016 16:22
To: Rudd, Tom <Tom.Rudd@bdp.com>
Cc: O'Neill, Tessa <tessa.oneill@bdp.com>
Subject: RE: 1-3 Frederick's Place - (15/01308/FULL)

Dear Tom,

There have been no amendments to the refuse store. We would seek to control its use through similar conditions to those included on the Korean Bank approval.

Kind regards

Tony Newman
Senior Planning Officer
Department of the Built Environment
020 7332 3149
www.cityoflondon.gov.uk

From: Rudd, Tom [<mailto:Tom.Rudd@bdp.com>]
Sent: 29 July 2016 12:40
To: Newman, Tony
Cc: O'Neill, Tessa
Subject: RE: 1-3 Frederick's Place - (15/01308/FULL)

Dear Tony,

Many thanks for sending through the revised balustrade details.

Please can you also confirm any revisions to the location of the St. Olave's Court refuse store? I note the Korean Bank application was approved last week, including a refuse store opposite the proposed Frederick's place store and adjacent to the vicar's flat residential entrance.

Kind regards,

Tom

From: Newman, Tony [<mailto:Tony.Newman@cityoflondon.gov.uk>]
Sent: 28 July 2016 18:33
To: Rudd, Tom <Tom.Rudd@bdp.com>
Subject: 1-3 Frederick's Place - (15/01308/FULL)

Dear Tom,

Further to my site visit back in June, please find attached revised drawings which reflect the our discussions in relation to raising the balustrade on the northern elevation to address comments regarding privacy and overlooking. The balustrade would now be at 1.3m above finished floor level and feature translucent glazing (to be secured through condition).

In addition, I have attached sketch 1754_MP_SK03_042 which is a section through St Olave's Court to show the relationship between the proposed extension to No. 4 Frederick's Place, and the existing No. 9 Ironmonger Lane.

Kind regards

Tony Newman
Senior Planning Officer
Department of the Built Environment
020 7332 3149
www.cityoflondon.gov.uk

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Republic of Ireland - Building Design Partnership (Architects, Designers, Engineers) Limited, registered in Ireland 197668, registered office Blackhall Place, Blackhall Green, Dublin 7.

The Netherlands - BDP Khandekar B.V. registered in the Netherlands 28067722, registered office Walenburgerweg 74, 3033 AG Rotterdam.

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India - BDP Design Engineering Private Limited, registered in India, Corporate Identity Number U74900DL2009FTC189644, registered office L20 Green Park (Main), New Delhi 110016.

United Arab Emirates - BDP MENA Consulting Engineers LLC, registered in Abu Dhabi, Trade License Registration Number 1019794, registered office Suite 202, Al-Jahili Tower, Corniche Road, P O Box 41670, Abu Dhabi.



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www.dominiclawson.co.uk

5 August 2016

Dear Mr Newman

OBJECTION TO FULL MAJOR PLANNING APPLICATION 15/01308/FULL and LISTED BUILDING CONSENT 15/01309/LBC relating to 1-3, 4, 5, 7 and 8 FREDERICKS PLACE AND 35 OLD JEWRY, LONDON EC2

We are writing on behalf of our client, the London Diocesan Fund (the "LDF"), who would like to object to planning application 15/01308/FULL and 15/01309/LBC for:

"Refurbishment of 1-3, 4, 5, 7 and 8 Fredericks Place and 35 Old Jewry including change of use from office to restaurant at ground floor and part lower ground floor in No. 1, change of use from office to retail at ground and lower ground floor in No. 3. Rationalisation of roof plants and other associated works."

The LDF own the freehold of two properties in close proximity to the application site - St. Olave's House, 9a, Ironmonger Lane, EC2V 8EY and The Rectory, 9, Ironmonger Lane, EC2V 8EY. St Olave's House is accessed via Ironmonger Lane. Part of St. Olave's House (fourth floor) is in residential use and is within 2.5m of the proposed fourth and fifth floor terraces of the application site. The remaining floorspace in St. Olave's House is in office use. The Rectory is also in residential use and is in close proximity to the proposed first floor terrace at no. 4 Fredericks Place.

The courtyard at the western end of St Olave's Court is a peaceful public space, forming the setting to our client's site and the surrounding built environment, providing a calm oasis in this busy part of the City for the quiet enjoyment of residents, tenants and the public.

Our objections

The aspects of the proposed development to which this letter objects are as follows:

1. Noise generation from the proposed roof terraces;
2. Noise generation from the restaurant;
3. Noise generation and impact on air quality from the plant at first floor level at the rear of 1-4 Fredericks Place;
4. Refuse collection and servicing arrangements and potential for disturbance;



5. Lack of a full transport assessment to allow an assessment of the likely increase in pedestrian traffic on St. Olave's Court; and
6. Our client was not informed of the proposed development nor were they consulted by either the Council or the applicant as the freehold owner of the site.

1. Noise Generation from the Proposed Roof Terraces

The Environmental Noise Report prepared by Cundall (December 2015) makes no assessment of the likely noise outbreak that will be caused by activity on either the first floor roof terrace that is proposed to run along most of the length of the rear of 1-4 Fredericks Place or the roof terraces at levels 4 and 5 of 1 Fredericks Place. Conversely, attention has been paid to ensuring that there will be no impact on the residential areas in numbers 4 and 6 Fredericks Place, which form part of the applicant's proposals.

Local Plan Policy DM 10.3 Roof Gardens and Terraces seeks to protect the amenity of existing residents from the potential impact of new roof terraces and it is currently not clear how the applicant intends to mitigate potential impacts, particularly with respect to social events which may be held in the evening and at night making use of these terraces in the summer months. The consultation response prepared by DP9 (18 March 2016) makes reference to the standard lease terms which would prevent smoking on the terraces. However, this is scarcely adequate in respect of the control of noise generating activity that may occur on these terraces to the detriment of our client's tenants and residents.

This is an omission which means that the City of London cannot make a proper assessment of the impact on our client's tenants and residents until further work is done on the noise impact on our client's property. We would also respectfully request that, should permission be granted, conditions are imposed that restrict the hours of use of these terraces, and prevent the use of amplified music, as the applicant has already proposed with respect to the proposed restaurant in 1 Fredericks Place.

2. Noise Generation from the Restaurant

This has been included in the Environmental Noise Report, and we welcome the proposed measures to keep noise levels to an acceptable level set out in paragraph 4.2.3 of this report. We would expect to see these measures set out in conditions should the application be consented.

3. Noise generation and impact on air quality and odours from the plant at first floor level at the rear of 1-4 Fredericks Place.

The drawing no. PO1/021, dated 28/06/16, shows that there is a timber screen to a proposed plant enclosure on the roof terrace at first floor level at the rear of 1-4 Fredericks Place. This was not indicated on the analogous drawing in the Design and Access Statement (page 39). It is unclear what this plant relates to, but it is likely to be there to serve the proposed restaurant at the ground floor in 1 Fredericks Place. We are concerned that this plant will generate noise and fumes that will have an impact on our tenants and residents in the Rectory in particular, which is in close proximity to this proposed plant. In the Environmental Noise Report, background noise has been monitored until 15.52 at the latest,

and assurances have been given that plant will not be audible above the background noise up to this time. However, no monitoring has been done in the evenings or at night, and we are concerned that at these times our client's residents in the Rectory in particular will be disturbed by both noise and fumes from this plant.

We welcome the conditions proposed by the Environmental Health Officer (30 December 2015) in accordance with Local Plan Policies DM15.6, DM15.7 and DM21.3 but we respectfully request that additional monitoring is done on background noise levels during the times that the plant at first floor level will be in operation and, if necessary, further conditions imposed.

4. Refuse Collection and Servicing Arrangements

According to the consultation response from DP9 (18 March, 2016), there were detailed discussions with the Council's Waste and Amenity Team, which included the submission of additional information and ended in an agreement on all matters in relation to the refuse and servicing of the proposed development. The additional information has not been made available. Therefore, we respectfully request that the amended strategy is made public, so our client can review the additional information and understand any amendments.

As proposed, the refuse collection point for the proposed A3 restaurant in 1 Fredericks Place is accessed from St. Olave's Court. We acknowledge that waste/refuse needs to be collected regardless of the location and the proposed development has a designated holding area for such waste.

Our client is concerned that the refuse point will produce an unsettling odour that will disturb surrounding businesses, minimising the amenity value of the area. Therefore, we consider that the holding area should be appropriately enclosed to prevent potential odours travelling throughout St. Olaves Court, causing harm to our client's tenants and residents.

5. Transport Assessment and increased footfall in St Olave's Court

The Transport Assessment (WSP, November 2015) makes no effort to assess the increased footfall that will be generated in St Olave's Court by the proposed restaurant in 1 Fredericks Place.

This is an omission, since it is clear that pedestrians will walk through St Olave's Court when going to and leaving the proposed restaurant. Our client is particularly concerned that residents will be disturbed in the late evening when diners leave the restaurant and may choose to remain in St Olave's Court or gain access to the courtyard, possibly engaging in anti-social behaviour.

We are of the view that the City of London cannot give proper consideration to this application without the benefit of an assessment of the pedestrian trip generation caused by the proposed restaurant in St Olave's Court.

6. Consultation

As a neighbour to the development site, the City of London was under a statutory duty to notify our client by letter of the application as set out in National Planning Policy Guidance -

Consultation and pre-decision matters, paragraph 029. No such notification was provided. This has prevented our client from responding to the application, setting out their concerns, and making representations to the City of London, until this very late stage in the process.

Further, there is no evidence of the consultation that was conducted by the applicant prior to submission of the application, and no statement of community consultation was submitted with the application, as is considered good practice by the Royal Town Planning Institute.

Conclusion

On behalf of our client, we propose the following actions should be taken to ensure the lawful determination of this planning application:

1. Further work should be done to allow the assessment of the likely noise generation from the proposed roof terraces, and appropriate conditions imposed once this work has been done. The City of London cannot at this stage determine this application without this further information.
2. Conditions as set out in paragraph 4.2.3 of the Environmental Noise Report should be imposed to mitigate the noise impact of the proposed restaurant at 1 Fredericks Place.
3. Further work should be done to analyse the potential impact of the proposed plant at first floor level at the rear of 1-4 Fredericks Place, as shown on drawing POI/021, and conditions imposed to mitigate any impact caused by noise and fumes.
4. Further information on refuse storage and collection arrangements should be provided before determination, addressing our concerns regarding the impact of the refuse holding area in St Olave's Court.
5. Further information should be provided on the increased use of St Olave's Court generated by the proposed development and how the impact of this increased use can be mitigated through conditions.
6. Further consultation is required on the application, given the fact that our client was not informed of the application, so that we can engage with the City of London and the applicant to ensure that our concerns are resolved before the application is determined.

We welcome the opportunity to discuss our concerns further should the Council deem it appropriate.

Yours sincerely

Dominic Lawson Bespoke Planning Ltd

On behalf of the London Diocesan Fund

Dominic Lawson Bespoke Planning Ltd is registered in England & Wales, at the above address, number 7229435. UK VAT registration number 991 7836 62. Dominic Lawson Bespoke Planning Ltd is registered in Ireland at Block 3, Harcourt Centre, Harcourt Road, Dublin 2, number 585599. Directors: Dominic Lawson MRTPI (British) and Anthony Gajadharsingh ACIS (Irish).

Newman, Tony

From: Luke Emmerton <luke.emmerton@dp9.co.uk>
Sent: 21 September 2016 10:21
To: Newman, Tony
Subject: Frederick's Place (15/01308/FULL & 15/01309/LBC)

Tony,

Further to our conversation and in light of our meeting with the adjoining neighbours yesterday, I can confirm that we will accept a reduced hours of use condition for the terraces restricting this until 6pm on weekdays with no use at weekends or bank holidays. We feel that this is an appropriate compromise respecting the amenity of the adjoining residential unit based on typical residential occupation times/periods.

I hope you are able to amend your report today before printing.

Best
Luke

Luke Emmerton
Director

direct: 020 7004 1718
mobile: 07795 397618
e-mail: luke.emmerton@dp9.co.uk

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Agenda Item 6b

Committee:	Date:
Planning and Transportation	4 October 2016
Subject: 1-3,4,7 And 8 Fredericks Place And 35 Old Jewry London EC2R 8AE Refurbishment and alteration of 1-3, 4, 7 and 8 Fredericks Place and 35 Old Jewry to enable a change of use from office to restaurant and flexible Shop/Office use at part ground and part lower ground floors at 1-3 Frederick's Place and from office to flexible Shop/Office use at part ground and part lower ground floors at 35 Old Jewry.	Public
Ward: Cheap	For Decision
Registered No: 15/01309/LBC	Registered on: 16 December 2015
Conservation Area: Guildhall	Listed Building: Grade II

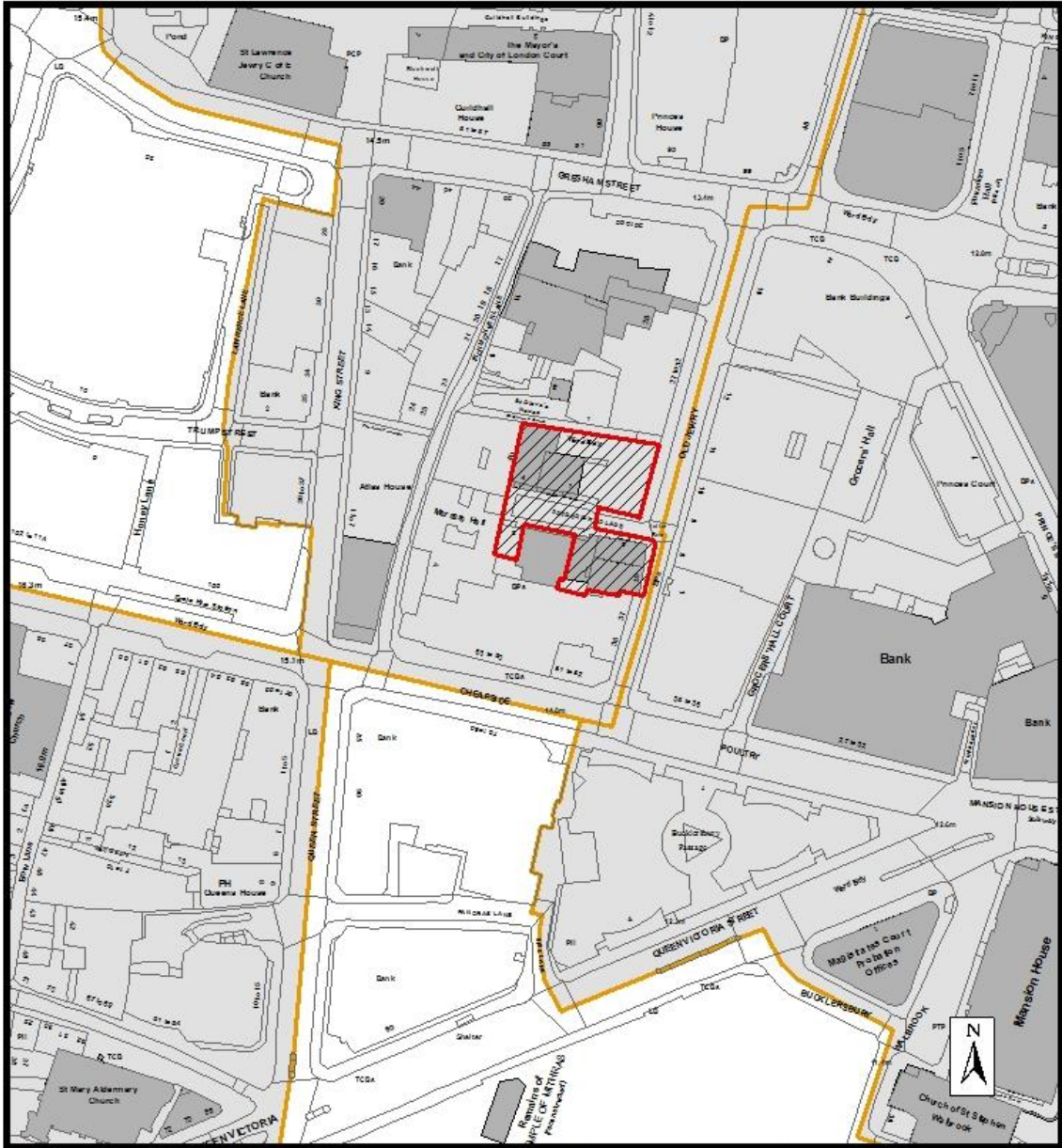
Summary

For committee report see 15/01308/FULL

Recommendation

That listed building consent be GRANTED for the above proposal in accordance with the details set out in the attached scheduled.


Site Location Plan



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ADDRESS:
1-3, 4, 5, 7 & 8 Frederick's Place & 35 Old Jewry

CASE No.
15/01308/FULL &
15/01309/LBC

-  SITE LOCATION
-  LISTED BUILDINGS
-  CONSERVATION AREA BOUNDARY



DEPARTMENT OF THE BUILT ENVIRONMENT



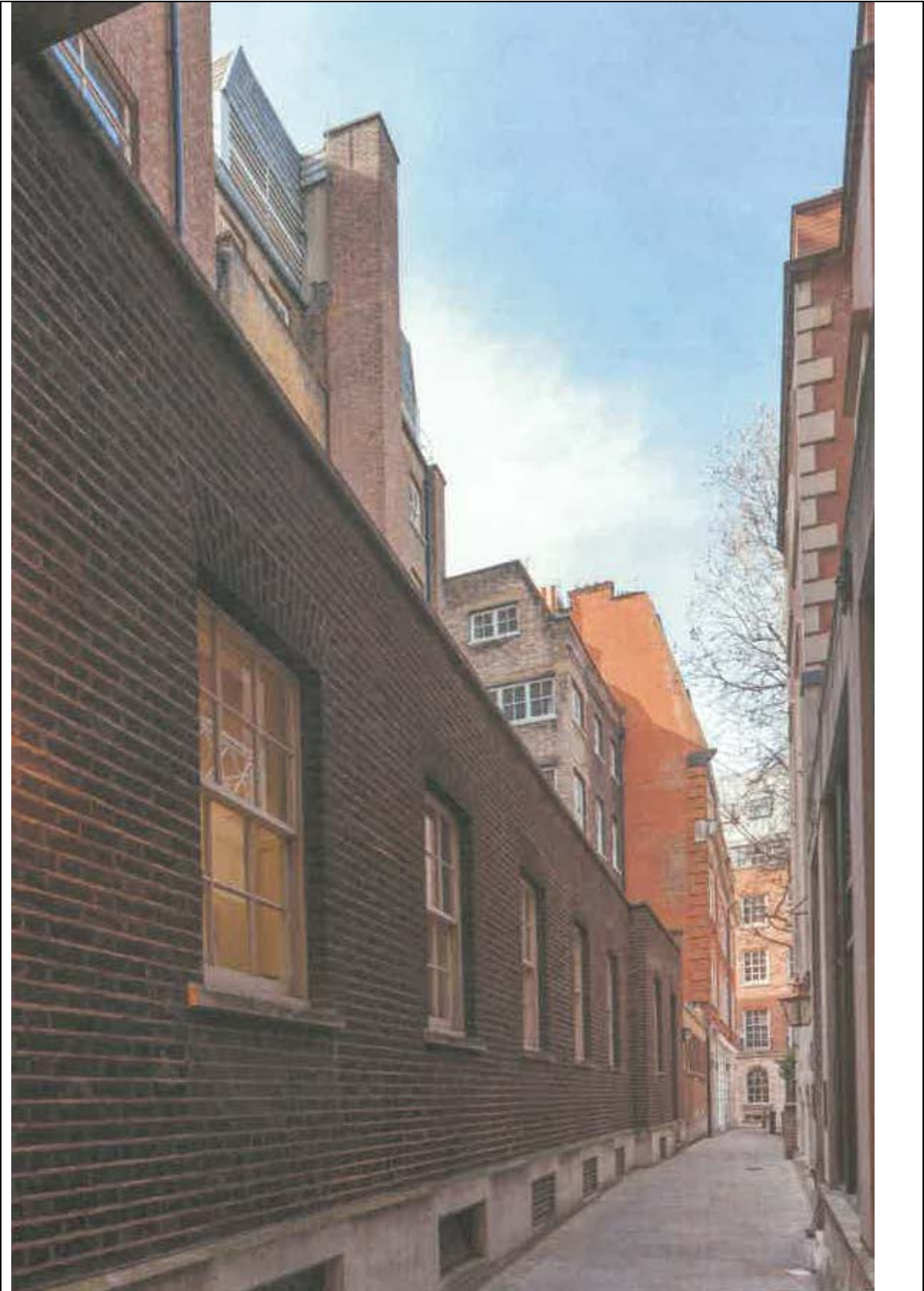
1-3 Frederick's Place
Case No. 15-01308-FULL & 15-01309-LBC



4 Frederick's Place
Case No. 15-01308-FULL & 15-01309-LBC



7-8 Frederick's Place & 35 Old Jewry
Case No. 15-01308-FULL & 15-01309-LBC



St. Olave's Court – Looking West
Case No. 15-01308-FULL & 15-01309-LBC



1 Frederick's Place, Old Jewry Elevation – Looking South
Case No. 15-01308-FULL & 15-01309-LBC

Main Report

For committee report – see 15/01308//FULL

Relevant Local Plan Policies

DM12.3 Listed buildings

1. To resist the demolition of listed buildings.
2. To grant consent for the alteration or change of use of a listed building only where this would not detract from its special architectural or historic interest, character and significance or its setting.

CS12 Conserve or enhance heritage assets

To conserve or enhance the significance of the City's heritage assets and their settings, and provide an attractive environment for the City's communities and visitors.

SCHEDULE

APPLICATION: 15/01309/LBC

1-3,4,7 And 8 Fredericks Place And 35 Old Jewry London EC2R 8AE

Refurbishment and alteration of 1-3, 4, 7 and 8 Fredericks Place and 35 Old Jewry to enable a change of use from office to restaurant and flexible Shop/Office use at part ground and part lower ground floors at 1-3 Frederick's Place and from office to flexible Shop/Office use at part ground and part lower ground floors at 35 Old Jewry.

CONDITIONS

- 1 The works hereby permitted must be begun before the expiration of three years from the date of this consent.
REASON: To ensure compliance with the terms of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990.
- 2 Before any works thereby affected are begun the following details shall be submitted to and approved in writing by the Local Planning Authority and all development pursuant to this permission shall be carried out in accordance with the approved details:
 - (a) Particulars and samples of the materials to be used on all external faces of the building including external ground and upper level surfaces;
 - (b) Large scale (1:1 and 1:20) details of all new windows and external joinery;
 - (c) Large scale (1:10) details of all new hand rails and balustrades;
 - (d) Large scale (1:10) details of the new ground floor entrances to include sections showing the relationship between internal and external floor levels and the gradient of any ramps;
 - (e) Samples of materials and large scale (1:20) details of the plant enclosures to include colour and finish.REASON: To ensure the protection of the architectural and historic interest of the buildings in accordance with the following policy of the Local Plan: DM12.3.
- 3 All new works and finishes and works of making good to the retained fabric shall match the existing adjacent work with regard to the methods used and to materials, colour, texture and profile unless shown otherwise on the drawings or other documentation hereby approved or required by any condition(s) attached to this consent.
REASON: To ensure the protection of the special architectural or historic interest of the building in accordance with the following policy of the Local Plan: DM12.3.

- 4 No temporary or permanent structures shall be installed on any of the terraces that rise above the height of the associated balustrades on the street frontages.

REASON: To ensure the protection of the special architectural and historic interest of the buildings in accordance with the following policy of the Local Plan: DM12.3.

- 5 The works hereby permitted shall not be carried out other than in accordance with the following approved drawings and particulars or as approved under conditions of this consent:

Drawing nos.

P00/100 Rev. P2, P01/006 Rev. P2, P01/007 Rev. P2, P01/008 Rev. P4, P01/009 Rev. P5, P01/010 Rev. P3, P01/011 Rev. P3, P01/012 Rev. P2, P01/013 Rev. P4, P01/014 Rev. P3, P01/015 Rev. P3, P01/019 Rev. P3, P01/021 Rev. P4, P01/022 Rev. P2, P01/023 Rev. P3, P01/024 Rev. P2, P01/025 Rev. P4.

REASON: To ensure that the development of this site is in compliance with details and particulars which have been approved by the Local Planning Authority.

Committee(s)	Dated:
Planning and Transportation Committee	4 October 2016
Subject: Historic Environment Strategy: Public Consultation	Public
Report of: Carolyn Dwyer Director of the Built Environment	For Decision
Report author: Kathryn Stubbs Department of the Built Environment	

Summary

The Historic Environment Strategy brings together City of London Corporation guidance on the historic environment. The significance and high quality of the City's historic environment is reflected in the presence of historic assets such as the Mansion House and St Paul's Cathedral within the City boundary and the neighbouring Tower of London World Heritage Site. The historic environment is an instrumental part of the City's unique character and contributes to place making and the future city agenda. The Strategy is structured as a series of documents that are linked and can be read independently. It includes existing guidance, in original or revised form, and new evidence and guidance. Some elements of the Strategy already have or will have the status of Supplementary Planning Documents (SPDs) and others are evidence documents to inform new proposals and projects.

Recommendations

Members approve the draft text of three documents (one of which is a proposed SPDs) of the Historic Environment Strategy, attached as Appendices 1 - 3 to this report and agree to them being issued for public consultation for six weeks commencing in October 2016.

Main Report

Background

1. The National Planning Policy Framework (NPPF) states that 'Local Planning Authorities should set out ... a positive strategy for the conservation and enjoyment of the historic environment' and take into account 'opportunities to draw on the contribution made by the historic environment to the character of a place' (paragraph 126). They 'should make information about the significance of the historic environment gathered as part of plan-making or development management publicly accessible' (paragraph 141).

2. The London Plan, adopted March 2015, encourages the identification and recording of heritage assets so that the desirability of sustaining and enhancing their significance and of utilising their positive role in place shaping can be taken into account (Policy 7.8). It states that the significance of heritage assets should be assessed when development is proposed and schemes designed (Policy 7.9).
3. The City of London Local Plan, January 2015, includes Policy CS12 Historic Environment and Policy DM 12.1: Managing change affecting all heritage assets and spaces, which seeks 'to sustain and enhance heritage assets, their settings and significance'. The Historic Environment Strategy, and the adopted SPDs, are consistent with the approach outlined in the Local Plan.
4. The Local Development Scheme (LDS) sets out the planning policy documents to be prepared and the timetable for preparing them. The most recent update of the LDS was approved by your Committee in December 2015 and includes a proposed Heritage Assets SPD. The Heritage Assets SPD has been retitled The Historic Environment Strategy to reflect the fact that it is a suite of documents that include both existing and proposed SPDs and evidence base documents. The status of each document is set out in the table below. The Historic Environment Strategy documents are being prepared in line with current Historic England guidance.

Current Position

5. The Historic Environment Strategy brings together City of London Corporation guidance on the historic environment. The Strategy is structured as a series of documents that are linked and can be read independently. It includes existing guidance and new evidence and guidance as set out in the table below:

Introduction					
Characterisation of the Historic Environment Document					
Townscape Analysis Document					
Conservation Areas	Buildings and Building Recording	Archaeology	Interpretation Strategy	Churchyard Statements	Parks and Gardens
Conservation Area Character Summaries and Management Strategy SPDs	Listed Building Management Guidelines – Barbican SPD Listed Building	Archaeology and Development Guidance - SPD	Interpretation Strategy for Monuments and Archaeology - SPD	Churchyard Statements of Significance - Evidence Base	Registered Parks and Gardens in the City of London – Evidence Base

	Management Guidelines – Golden Lane SPD				
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6. The updated and new documents are being produced in phases. The first phase is the current programme of revised conservation area character summaries and management strategies for adoption as SPDs (as identified in the LDS). The second phase which is being carried out in accordance with the Business Plan, is the subject of this report and comprises three documents:
7. Introduction to the Historic Environment Strategy: a general introduction which sets out the significance and value of the City’s historic environment and the policy framework (Appendix 1). It is for all stakeholders with an interest in, or carrying out work that will affect the historic environment.
8. Archaeology and Development Guidance SPD, updated and revised guidance on archaeology in the development process (Appendix 2). The proposed SPD is a revision to the existing Planning Advice Note, and provides guidance for all those planning development which may affect archaeology. It follows professional good practice and sector wide guidance.
9. Churchyard Statements of Significance, Evidence Base: the City churchyards are heritage assets and a unique assemblage of burial grounds in an urban context. They have been assessed as a group and individual statements of significance written to bring together existing information and create a tool for future management and interpretation (Appendix 3). The full statements document can be accessed here:

W:\File Transfer\City churchyards statements of significance 2016

10. The third phase will comprise revised conservation area character summaries and management strategies SPD’s for those conservation areas that do not have an up to date SPD, together with an Interpretation Strategy for Monuments and Archaeology SPD and a Historic Building Recording SPD. With further material in the form of a Registered Historic Parks and Gardens evidence base, characterisation document and a section dealing with townscape analysis of the city. When prepared, these documents will be reported to your Committee for agreement to issue for public consultation.
11. All phases are subject to internal consultation with relevant departments of the City Corporation, including the Departments of the Built Environment, Open Spaces, City Surveyors’ and Solicitors’.

Proposals

12. Subject to the approval of this Committee, formal consultation will be undertaken on the attached Historic Environment Strategy documents during a six week period commencing in October.

13. Consultation will be undertaken in compliance with the Statement of Community Involvement. The documents will be posted on the City Corporation's website, made available in City libraries and at the Guildhall. Statutory bodies, businesses, landowners, agents, residents and others on our consultation database will be informed of the consultation directly by email or letter.
14. Once the responses to the public consultation have been analysed, officers will submit a report to your Committee early in 2017 recommending adoption of the SPDs by resolution and approval of the other elements of the Historic Environment Strategy which have been the subject of public consultation.

Corporate & Strategic Implications

15. The Historic Environment Strategy addresses the three Strategic Aims of the Corporate Plan 2015-19, Key Delivery Theme 1 (Future Key Places), Key Policy Priority Number 5 and the Department of the Built Environment's Business Plan. It will take account of all the City Corporation's other plans and strategies and complement key corporate objectives, such as developing the City's Cultural Hub and progressing the future City agenda.
16. The Historic Environment Strategy supports the Strategic aims of the Departmental Business Plan – 'High quality architecture and public realm that attracts and responds to new development, enhances the historic environment and is enjoyable to experience'. These aims are met by promoting the protection and enhancement of the heritage assets in the City.
17. In preparing the SPD, regard has been had to the NPPF, London Plan, Local Plan, community strategy and other adopted SPDs in accordance with section 19 of the Planning and Compulsory Purchase Act 2004 and regulation 10 of the Town and Country Planning (Local Planning) (England) Regulations 2012.
18. An Equality Impact Assessment Test of Relevance has been carried out for the draft Historic Environment Strategy and no equality issues were identified that required a full Equality Impact Assessment. This can be found in Appendix 4 .
19. A Sustainability Appraisal Screening Report has been carried out for the draft SPD, which has concluded that a full Sustainability Appraisal / Strategic Environmental Assessment is not required, subject to statutory consultees' confirmation. These can be found in Appendix 5.

Implications

20. The costs of preparing and consulting upon the Historic Environment Strategy will be met from existing staff resources.
21. There are no financial risks, legal, property or HR implications arising from the proposed Historic Environment Strategy consultation and adoption process.

Conclusion

22. The Historic Environment Strategy brings together City of London Corporation guidance on the historic environment in a series of linked documents. Members are requested to approve the draft text of three documents (one of which is a proposed SPD) of the Historic Environment Strategy, attached as Appendices 1 - 4 to this report and agree to them being issued for public consultation for six weeks commencing in October 2016.

Appendices

- Appendix 1 – Historic Environment Strategy Introduction
- Appendix 2 – Archaeology and Development Guidance SPD
- Appendix 3 – City of London Churchyard Statements of Significance
- Appendix 4 – EQIA test of relevance
- Appendix 5 – Sustainability Appraisal Screening Reports

Kathryn Stubbs
Assistant Director Historic Environment
Department of the Built Environment

020 7332 1447

Kathryn.stubbs@cityoflondon.gov.uk

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Appendix 1

Historic Environment Strategy - Introduction

“Local authorities should set out... a positive strategy for the conservation and enjoyment of the historic environment”

National Planning Policy Framework 12.126

The Historic Environment Strategy is a suite of documents containing advice and guidance on the historic environment. The strategy includes adopted and proposed Supplementary Planning Documents (SPDs) and evidence based papers within the policy framework of the City of London Local Plan. It provides policy and advice on all aspects of the City's historic environment, including designated and non-designated heritage assets. It fulfils the City's obligations under Government policy and expresses its sense of stewardship and responsibility for London's historic core.

Understanding the Historic Environment

The City of London is a complex, multi-layered historic entity that has adapted and evolved to meet the changing requirements to continue to fulfil its role as the world's leading international financial, business and maritime centre.

First settled by the Romans in the 1st century – a timber drain dated to AD47 has been found below No. 1 Poultry – the City has been an administrative and mercantile centre for around 2000 years. Knowledge of Roman London has largely been gained from archaeological investigation and the discovery of very limited written evidence. Monuments and archaeological remains from the Roman period survive above ground in places but mainly as buried deposits, below building basements, roads and open spaces and are evident in the modern street pattern and street names. Sections of the City wall survive above and below ground representing the Roman and medieval defences of the City. Ancient monuments and archaeological remains constitute important evidence of the growth, development and activities of the City and its communities.

The historic environment influences City life in numerous ways. Cobbles, granite setts or old paving slabs can evoke past centuries just as potently as buildings, sculpture or inscriptions. The varied nature of the streetscape enriches daily life and makes an interesting, distinct and diverse environment. Streets, alleyways and open spaces allow for the discovery of historic routes through modern streetscapes, and tranquil spaces to escape the intensity of modern city life. All of these aspects of the historic environment contribute to the diversity, enrichment and well-being of City workers, residents and visitors.

Some components of the City's historic environment are unique in a London context. The surviving sections of the Roman and medieval City wall, often visible above ground, indicate the City's Roman boundary and consequently its status as the historic urban core from which the rest of London developed. The extensive presence of Livery Halls and churches and churchyards – often a stone's throw from one another – hint at the past mercantile and religious bustle of the medieval City enclosed and protected within these walls. Large Victorian and Edwardian banks and company headquarters, such as those in and around Bank Junction, convey the prosperity and importance of the City during the British Empire.

The Barbican and Golden Lane estates illustrate the ingenuity of the City Corporation's attitude to post-war rebuilding and the residential population.

The longevity of the City's existence has proven its ability to adapt to changing demands and requirements over the course of 2000 years. In a modern context, its historical success as a centre of finance, commerce and development provides a sense of stability and strength attractive to businesses. The physical and visible presence of the past in the townscape is a vital part of the City's success, contributing to the sense of confidence and pride. The historic environment will continue to be part of the City's growth and adaption to changing needs of the future.

The Structure of the Historic Environment Strategy

The Historic Environment Strategy is a suite of documents. Each document can be read independently, and there are links to be made across the different elements of the strategy. The documents that are, or will be SPDs, are identified below, as are the documents that form part of the evidence base for the Local Plan.

1. Introduction
Introduction
Understanding the Historic Environment
Structure of the Historic Environment SPD
Managing change and the Historic Environment
Historic Environment legislation and policy
Selected bibliography
2. Characterisation of the Historic Environment
3. Townscape Analysis
4. Conservation Areas Character Summary and Management Strategy SPDs:

Bank	Eastcheap	Leadenhall Market	St Helen's Place
Bishopsgate	Fenchurch St Station	Lloyd's Avenue	St Paul's Cathedral
Bow Lane	Finsbury Circus	New Broad Street	Temples
Brewery	Fleet Street	Newgate Street	Trinity Square
Chancery Lane	Foster Lane	Postman's Park	Whitefriars
Charterhouse Square	Guildhall	Queen Street	
Crescent	Laurence Poutney Hill	Smithfield	

Adopted SPDs are listed in **bold**. The remainder are forthcoming.

5. Buildings and Building Recording
 - Listed Building Management Guidelines SPD – Barbican
 - Listed Building Management Guidelines SPD - Golden Lane
6. Archaeology and Development Guidance (SPD)
7. Churchyard Statements of Significance
8. Interpretation Strategy for Monuments and Archaeology (SPD)
9. Registered Parks and Gardens

Introduction					
Characterisation of the Historic Environment document Townscape Analysis document					
Conservation Areas	Buildings and Building Recording	Archaeology	Churchyards Statements	Interpretation	Parks and Gardens
Conservation Area Character Summaries and Management Strategy SPDs	Listed Building Management Guidelines – Barbican SPD Listed Building Management Guidelines – Golden Lane SPD	Archaeology and Development Guidance SPD	Churchyard Statements of Significance Evidence Base	Interpretation Strategy for Monuments and Archaeology SPD	Registered Parks and Gardens in the City of London – Evidence Base

Managing change and the Historic Environment

The City of London is unique. Although little more than one square mile in size, it is densely developed and is the world's leading international financial and business centre. The City's economic dynamism means there is a high rate of change and development. There are significant demands to accommodate new office development housing, social and community facilities and improved transport infrastructure.

The City of London is a major part of London's and the nation's economy, contributing 14% of London's GDP and an estimated 3% of the UK's GDP. It provides employment for over 400,000 people who mostly use public transport to commute to work from across London and the surrounding regions. Offices make up over 70% of all buildings and many of them are occupied by financial and business services. Over 16,500 firms are located in the City of London, and 98.6% of these firms are small or medium sized enterprises (SMEs), employing less than 250 people.

In addition, the City has approximately 10,000 residents, over 29,000 students, numerous arts and cultural facilities and over 10 million visitors a year. It has a distinctive, high quality environment with modern architecture, historic buildings and areas.

Careful management and enhancement of the historic environment provides a pleasant and interesting place which has a distinctive character and appearance. It provides spaces for people to dwell, is vibrant and engaging and includes calm places for wellbeing.

Historic Environment legislation and policy

The historic environment strategy has been written with regard to relevant historic environment legislation and policy, and an overview of this is given below. Details of policies relevant to specific issues are given in each chapter.

The Ancient Monuments and Archaeological Areas Act 1979 –consolidated and amended the law relating to ancient monuments to make provision for the investigation, preservation and recording of matters of Archaeological or historical interest including the protection of Scheduled Ancient Monuments.

Planning (Listed Buildings and Conservation Areas) Act 1990 –controls the listing of buildings of special architectural or historic interest, designation of conservation areas, and management of change to these designated assets.

National Planning Policy Framework (NPPF) 2012 - sets out the government planning policies for England and how these are expected to be applied. Section 12 relates to conserving and enhancing the historic environment.

The NPPF requires that local planning authorities set out in their Local Plan a positive strategy for the conservation and enjoyment of the historic environment. In doing so, they should recognise that heritage assets are an irreplaceable resource and conserve them in a manner appropriate to their significance. In developing this strategy, local planning authorities should take into account:

- the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- the wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring;
- the desirability of new development making a positive contribution to local character and distinctiveness; and
- opportunities to draw on the contribution made by the historic environment to the character of a place.

The NPPF defines a designated heritage asset as – ‘A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.’

The London Plan 2016 – This is the overall strategic plan for London, setting out an integrated economic, environmental, transport and social framework for the development of London over the next 20–25 years. This provides the strategic, London-wide policy context within which boroughs should set their detailed local planning policies.

City of London Local Plan 2015 – sets out the City Corporation's vision, strategy, objectives and policies for planning the City of London. It provides a spatial framework that brings together and co-ordinates a range of strategies prepared by the City Corporation, its partners and other agencies and authorities. It includes policies for deciding development proposals. It takes account of projected changes in the economy, employment, housing need, transport demand, and seeks to maintain the quality of the City's environment and its historic environment. It provides the strategy and policies for shaping the City until 2026 and beyond.

Core Strategic Policy CS12: Historic Environment

To conserve or enhance the significance of the City's heritage assets and their settings, and provide an attractive environment for the City's communities and visitors, by:

1. Safeguarding the City's listed buildings and their settings, while allowing appropriate adaptation and new uses.
2. Preserving and enhancing the distinctive character and appearance of the City's conservation areas, while allowing sympathetic development within them.
3. Protecting and promoting the evaluation and assessment of the City's ancient monuments and archaeological remains and their settings, including the interpretation and publication of results of archaeological investigations.
4. Safeguarding the character and setting of the City's gardens of special historic interest.
5. Preserving and, where appropriate, seeking to enhance the Outstanding Universal Value, architectural and historic significance, authenticity and integrity of the Tower of London World Heritage Site and its local setting.

The following Development Management Policies relate to different heritage assets:

Policy DM 12.1 – Managing change affecting all heritage assets and spaces

Policy DM 12.1 – Development in conservation areas

Policy DM 12.3 – Listed Buildings

Policy DM 12.4 – Ancient Monuments and Archaeology

Policy DM 12.5 – Historic parks and gardens

Non-designated Heritage Assets

The City Corporation follows guidance in the NPPF for identifying undesignated heritage assets within the planning process.

The vast majority of archaeological remains in the City are non-designated heritage assets and are identified and managed in the planning process.

Historic England Conservation Principles, Policies and Guidance for the sustainable management of the Historic Environment set out four values to be considered: evidential, historical, aesthetic and communal.

Historic England Good Practice Advice (GPA) - provides supporting information looking at the principles of how national policy and guidance can be put into practice. It follows the main themes of the planning system - plan-making and decision-taking - and other issues significant for good decision-making affecting heritage assets.

GPA1 - Local Plan Making

GPA2 - Managing Significance in Decision-Taking in the Historic Environment

GPA3 - Setting and Views

GPA4 - Enabling Development (forthcoming)

Historic England Advice Notes - detailed, practical advice on how to implement national planning policy and guidance.

Historic England Advice Note 1 - Conservation Areas

Historic England Advice Note 2 - Making Changes to Heritage Assets

Historic England Advice Note 3 - The Historic Environment and Site Allocations in Local Plans

Historic England Advice Note 4 - Tall Buildings

Historic England Advice Note 5 - Setting up a Listed Building Heritage Partnership Agreement

Historic England Advice Note 6 - Drawing up a Local Listed Building Consent Order

Historic England Advice Note 7 - Local Heritage Listing

Appendix 2

Archaeology and development guidance (SPD)

Foreword

The City of London has a rich and varied history stretching back to the earliest known occupation by the Romans. The long history of occupation and settlement has resulted in a unique depth of archaeological material.

The City of London is a world leading international financial and business centre. There is significant pressure to alter, adapt and develop new buildings to meet modern business requirements. The City has a rich architectural and archaeological history and is an important cultural centre. Heritage assets play a vital part in the identity of the City as a unique place with a dynamic and varied townscape. The results of archaeological research, investigation and excavations add colour and richness to the story of London, and demonstrate how the City continues to adapt and change to meet modern needs, whilst preserving its long history.

The redevelopment of buildings, particularly since the mid-nineteenth century, has resulted in the discovery of wide ranging archaeological evidence of past cultures. Some of these remains are of national or international significance, and are Scheduled Ancient Monuments, while others are protected through planning legislation. These provide invaluable evidence of buildings long demolished and give much information on the lives and occupations of the city's inhabitants as well as the environment in which they lived and worked. The consideration of the potential archaeological survival and its preservation is a material consideration in the planning process.

The historic environment is a finite and non-renewable resource, in many cases highly fragile and vulnerable to damage and destruction. The safeguarding of buried archaeological remains requires co-operation between developers, planners, archaeologists and all those involved in the development process. This guidance provides support in the interpretation of Local Plan policies relating to Ancient Monuments and archaeological remains in the City.

Scheduled Ancient Monuments

Scheduling evolved specifically for sites of an archaeological character. It is the oldest form of national heritage protection, dating from the 1882 Ancient Monuments Act, when a 'Schedule' of prehistoric sites deserving of state protection was first compiled. Historic England advises the Secretary of State on which sites should be added to it. Sites from all periods are now eligible.

What is Scheduling?

Scheduling is the selection of nationally important archaeological sites, which would particularly benefit from close management from Historic England. Archaeology is all around us, and Scheduled sites form a carefully chosen sample of the archaeological record.

While some change may be possible, there is a presumption that these sites will be handed on to future generations in much the same state that we have found them. Scheduling derives its authority from the Ancient Monuments and Archaeological Areas Act of 1979.

Scheduled Monument Consent

Where a site includes a Scheduled Ancient Monument, additional legislative procedures apply and specific advice will be given.

A monument which has been scheduled is protected against ground disturbance or unlicensed metal detecting. Written consent must always be obtained before any work on a scheduled monument can begin.

Application for Scheduled Monument Consent (SMC) must be made to the Secretary of State for Culture, Media and Sport before any work can be carried out which might affect a monument either above or below ground level. Some change may also require planning permission: the City Corporation's LPA Historic Environment Team can advise on the need for any permission.

Historic England gives advice to the government on each application and administers the consent system. In assessing applications, the Secretary of State will aim to ensure that the significance of protected sites is safeguarded for the long term.

Where specific types of work related to agriculture or gardening are already being carried out they are covered by Class Consents and allowed to go ahead without SMC.

Further advice regarding what it means when a monument is scheduled and what requires consent can be obtained from the Historic England Inspector of Ancient Monuments, London Office.

It is against the law to:

- Disturb a scheduled monument by carrying out works (outside Class Consents) without SMC
- Cause reckless or deliberate damage to a monument
- Use a metal detector or remove an object found at a monument without a licence from Historic England

Conviction for these offences can lead to fines.

For further information on Scheduled Monument Consent, see the Historic England Website – 'Scheduled Monuments: A Guide for Owners and Occupiers'.

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Standards and Guidance for Archaeological Projects in the City of London

Introduction

This document is intended for those undertaking work with an archaeological impact in the City of London. It identifies the standards required of archaeological work within the City. It should be read in conjunction with any brief that is prepared as part of the planning process. It is important that this is followed in order that a planning condition can be judged to have been discharged satisfactorily.

The guidance provides a framework for archaeological projects in the City of London consistent with the European Convention on the Protection of the Archaeological Heritage (Valetta 1992), the National Planning Policy Framework (NPPF 2012), the London Plan (2015), the City of London Local Plan (2015) and professional best practice as articulated by the Chartered Institute for Archaeologists (CIFA).

All archaeological projects will be conducted in a scientific manner by properly qualified, experienced and competent archaeologists operating with sufficient resources and time to provide positive outcomes relevant to the specific purpose of the project, and proportionate to the significance of the archaeological interest.

There are several ways in which an archaeological project can deliver positive outcomes:

- Informing decision-making by identifying the heritage assets present on a site, their significance and the impact of development upon them
- Informing development design by identifying how harm to heritage assets can be minimised, and opportunities taken to enhance sense of place and local distinctiveness
- Investigating and recording threatened heritage assets, and publishing the results to advance understanding
- Enhancing the public enjoyment and understanding of local heritage

This document covers all stages of archaeological work: assessment, evaluation, geotechnical investigations which may affect archaeological remains, archaeological investigation, recording and excavation, post-excavation work, publication and archiving.

In line with other aspects of development, care must be taken to avoid adverse impacts on air and water quality or contamination of soils within or beyond the development site and to exercise the Duty of Care over waste materials arising from the site. Archaeological remains should be monitored to identify the potential for climate change impacts, such as drought, intense rainfall and higher average temperatures, to affect the preservation of remains.

The NPPF states that 'When considering the impact of a proposed development on the significance of a heritage asset, great weight should be given to the asset's conservation' (paragraph 132) and that 'non-designated assets of archaeological interest that are demonstrably of equivalent significance to scheduled monuments should be considered subject to the policies for designation' (paragraph 139). It states that 'The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining an application' (paragraph 135). On such sites, the results of assessment and evaluation may influence the design of the development in order to preserve or protect a monument or remains. This may be achieved through limited basement coverage or sympathetic foundation design. Conservation proposals or proposals for enhancement and interpretation that could be carried out by the applicant as part of the development may also be identified.

Some development schemes will have minimal archaeological implications where existing basements or foundations are reused, or where archaeological remains may not survive on

the site. In such cases, the applicant will be requested to provide relevant information prior to, or at the time of making a planning or listed building consent application.

The City Corporation's LPA Historic Environment Team can advise on those organisations which are able to carry out both assessment and archaeological work.

Advice should be sought from the LPA Historic Environment Team at the earliest pre-application stage of the planning process, in order that the necessary consideration of the archaeological impact of the proposals can be assessed.

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Policy context

The National Planning Policy Framework (NPPF) states: 'In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary. Where a site on which development is proposed includes or has the potential to include heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation' (paragraph 128).

'Local planning authorities should identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) taking account of the available evidence and any necessary expertise. They should take this assessment into account when considering the impact of a proposal on a heritage asset, to avoid or minimise conflict between the heritage asset's conservation and any aspect of the proposal (paragraph 129).

'When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation. The more important the asset, the greater the weight should be. Significance can be harmed or lost through alteration or destruction of the heritage asset or development within its setting. As heritage assets are irreplaceable, any harm or loss should require clear and convincing justification. Substantial harm to or loss of a grade II listed building, park or garden should be exceptional. Substantial harm to or loss of designated heritage assets of the highest significance, notably scheduled monuments, protected wreck sites, battlefields, grade I and II* listed buildings, grade I and II* registered parks and gardens, and World Heritage Sites, should be wholly exceptional' (paragraph 132).

Managing Significance in Decision-Taking in the Historic Environment Historic Environment Good Practice Advice in Planning: 2 (GPA 2)

The Historic England Good Practice Advice note provides information to assist local authorities, planning and other consultants, owners, applicants and other interested parties in implementing historic environment policy in the National Planning Policy Framework (NPPF) and the related guidance given in the Planning Practice Guidance (PPG). These include; assessing the significance of heritage assets, using appropriate expertise, historic environment records, recording and furthering understanding, neglect and unauthorised works, marketing and design and distinctiveness.

London Plan Policy 7.8 Heritage Assets and Archaeology

E - New development should make provision for the protection of archaeological resources, landscapes and significant memorials. The physical assets should, where possible, be made available to the public on-site. Where the archaeological asset or memorial cannot be preserved or managed on-site, provision must be made for the investigation, understanding, recording, dissemination and archiving of that asset.

City of London Local Plan Core Strategic Policy CS12: Historic Environment

Policy CS12 relates to archaeological remains and sites with archaeological potential.

To conserve or enhance the significance of the City's heritage assets and their settings, and provide an attractive environment for the City's communities and visitors, by:

3. Protecting and promoting the evaluation and assessment of the City's ancient monuments and archaeological remains and their settings, including the interpretation and publication of results of archaeological investigations.

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Archaeological Assessment and Impact Assessment

Introduction

A desk-top assessment should be prepared prior to the submission of a planning application in order that the archaeological implications of development can be fully considered. The information will enable the LPA Historic Environment Team to consider the proposals and to reach an informed decision.

The archaeological potential of the site will be considered in conjunction with other planning, listed building or conservation area matters. It should be an assessment of published and unpublished archive and historical material and indicate the presence of archaeological remains on the site and their nature, character, quality, date and extent. Prior to determination of any application, additional evaluation trial work, on site, may be required in order to further assess the presence or absence of remains, their extent, nature, quality and character.

Advice should be sought from the LPA Historic Environment Team early in the process (at the pre-application stage) to discuss the potential for archaeological impact and to agree the scope and focus of the archaeological assessment.

1. Desk-top assessment

Desk-top archaeological assessments are prepared by studying documentary, cartographic, photographic and archival material in order to assess the significance of known heritage assets, and the potential for new discoveries. The assessment should consider the archaeological potential of the site and the impact of any development proposals on surviving monuments or remains. Where more detailed or specific information is required, this will be drawn to the applicant's attention.

Desk-top assessments are expected to conform to the CiFA 'Standard for desk-based assessments'. Early consultation with the LPA Historic Environment Team is strongly advised to discuss the site, scope and focus of the assessment.

The assessment should consider the archaeological, environmental, topographical and historical significance of the site in the context of the City of London, and its local, regional or national context. This will include:

- **Cover and Title Page** - Detailed site address, report type, organisation, author, date and any relevant planning references or site codes. The GLHER unique search number should be included.
- **Summary** - A non-technical summary of the significance and archaeological potential of the site, as well as an assessment of the potential impact of the proposed development and any recommendations.
- **Site Location** - Site location plan, based on the current Ordnance Survey 1:1250 map. Clearly show the site boundary, and include National Grid References on detailed location maps.
- **Planning Framework** - Make reference to national, regional and local planning policy.
 - Identify all statutory and non-statutory constraints upon the site or adjacent sites, that relate to the historic environment including:

- Listed buildings, Scheduled Ancient Monuments, undesignated heritage assets, World Heritage Sites, conservation areas, registered historic parks and gardens, and Tree Preservation Orders.
- Survey drawings of the ground and basement floors of the existing building or previous buildings on the site, with levels and sections, including foundations. Where appropriate, reference to the planning history should be made including any planning application or listed building consent drawings (including planning application numbers).
- **Geological and Topographical Information** - Geological maps, geophysical or geotechnical data should be provided where available. Assessment of trial pit and borehole data from the site, where available, and in the immediate vicinity. This data should be marked on a plan.
- **Archaeological information**
 - The Greater London Historic Environment Record, GLHER@HistoricEngland.org.uk held by Historic England holds up-to-date information on archaeological sites, artefacts, listed buildings and other heritage assets in the City of London, and is a primary resource for any archaeological assessment.
 - The assessment should include unpublished research reports and archives, held by The Museum of London Archaeological Archive. Methodology and results of archaeological work already carried out on the site and sites in the immediate environs. A summary of archaeological evidence with references and sites illustrated on a plan should be included. Where additional information is required, advice on the scope and focus of the assessment will be provided by the LPA Historic Environment Team. Any constraints on this information should be noted, such as the type of observation or investigation, limited site access, antiquarian observation or unprovenanced reports.
 - In some cases, site conditions inferred from adjacent or similar sites can help to predict the nature and character of surviving remains.
- **Historical Documents** - Historical documents held in museums, libraries or other archives, for example Guildhall Library, and the London Metropolitan Archive.
- **Maps and Photographs** - Plans and maps of the site and its immediate environs, including medieval and early modern pictorial and surveyed maps. For example, Agas c.1562, Ogilby and Morgan 1676, Roque 1746, Horwood 1780, Goad's Insurance Plans, bomb damage maps and Ordnance Survey, 1st series and subsequent series, including pre- and post-war, as appropriate.
 - A plan of the site on an Ordnance Survey base at a scale of 1:1250.
 - Plans of Roman and medieval London, using published or unpublished sources will also be relevant.
 - Historic views, including paintings, drawings and photographs.
 - Contemporary photographs of the site may be useful.
- **Aerial Photographs** – where relevant
- **Site Visit and Appraisal** - It is essential to visit the site being assessed. Describe and illustrate the current condition of the site, its topography and usage. Any potential non-archaeological constraints to field investigation should be identified.

The assessment of significance should have regard to Historic England's Conservation Principles: Policies and guidance for the sustainable management of the historic environment [2008]). It should include an assessment of all standing buildings, landscape features and structures.

Surfaces, ancillary buildings, boundary walls, gates, railings and other structures may be significant and should not be omitted from the assessment.

Any other relevant information may include details of access and the current use of the building.

Any constraints on these sources should be noted, for example, where primary information is not available or is unreliable.

2. Impact Assessment

Areas of archaeological potential on the site should be assessed including the type, likely date, nature and depth of remains, variations in the depth and extent of their quality and quantity across the site.

- The topography of the site should be described and shown on a plan. The academic and research potential of the remains should also be assessed with reference to current or potential proposed research themes.
- The degree of disturbance or destruction by existing or previous buildings or other structures on the site should be indicated. These may include basements, foundations, slab thickness, inspection pits, services, tunnels, etc. Contaminated areas should be defined, the degree of contamination assessed and any constraints on safe archaeological investigation established.
- Areas of archaeological survival and areas considered to have been destroyed on the site should be indicated on an Ordnance Survey plan at a scale of not less than 1:500. This should also be shown in a section drawing.
- The impact of development proposals, with reference to the architect's, engineers' and planning application drawings, as appropriate. Areas of proposed ground disturbance should be clearly indicated on plan and in section. This should include consideration of preliminary and enabling works.
- Consider if the proposed works could cause harm to adjacent heritage assets by altering their setting/surroundings. If so the impact should be assessed using Historic England Good Practice Advice 3: The Setting of Heritage Assets.
- Proposals for further evaluation work, for example, test pits or other investigations in specific areas in order to assess the survival, condition and nature of any monument, building or remains which may survive on the site or its immediate vicinity should be made where appropriate and areas of evaluation shown on a scaled plan.
- Details of how development proposals are to be designed in order to minimise disturbance to surviving remains, for example, site coverage, basements and foundations. Areas where preservation in-situ is to be achieved should be clearly marked. Areas where there is no development impact should be identified. This should be accompanied by a method statement outlining details of safeguarding and preservation and any long term management or monitoring.

3. Assessing potential and significance, and making recommendations

The information should be used to assess the archaeological and historical interest of the site. Such interest will include the significance of known heritage assets at local, regional and national levels and the potential for new discoveries. The potential for new discoveries will be a product of the archaeological, historical and topographical context of the site and the extent and nature of any modern disturbance,

Assessment of significance should have regard to Historic England's Conservation Principles. National designation criteria should be used to consider whether an undesignated heritage asset is or could be of demonstrably equivalent significance to a scheduled ancient monument. There should be reference to the relevant regional and other relevant research frameworks.

The nature and scale of the proposed development's likely impact on the archaeological and historical interest should be assessed. The likelihood that significant harm will result from the development will be a product of the site's known and potential archaeological interest and the impact of development upon that interest.

If the development could cause significant harm and there is not already sufficient information to establish the presence, significance, condition and nature of any heritage asset which could be significantly harmed then further information from assessment or evaluation may be needed to reach an informed planning decision. Archaeological evaluation should be appropriate and proportionate to the significance of the archaeological interest, the proposed development and have regard to site conditions and undertaken to an agreed Written Scheme of Investigation (WSI) submitted with a planning application or approved pursuant to conditions of a planning permission or listed building consent. Planning permission could be refused on the grounds of insufficient archaeological information.

4. Written Scheme of Investigation (WSI)

All archaeological investigations, building recording projects or other works concerning the historic environment should have a project design, known as a method statement or Written Scheme of Investigation (WSI). Clearly stated aims, objectives, risks, products and tasks are essential. When incorporated into a defined methodology, this allows for programming and planning decisions to be made, responsibilities to be made clear, and a successful project to run.

For projects initiated through the planning system, such as through a condition attached to planning permission, Listed Building Consent or Scheduled Monument Consent, a written scheme of investigation is a requirement. Written Schemes of Investigation are expected to conform to all current professional standards for the proposed fieldwork. It is best practice for those involved in pre-determination fieldwork to liaise with the LPA Historic Environment Team regarding the requirements and necessary consents prior to the implementation of any work.

Procedures

The LPA Historic Environment Team may write project briefs for major projects. This may be an informal brief setting out the justification for the project, its broad aims and an indication of the scope and scale of the work. Such guidance may need to be revised to take account of new discoveries, changes in policy or the introduction of new working practices or techniques.

A Method Statement or WSI is prepared by an archaeological practitioner, and sets out in detail how the requirements of the fieldwork will be achieved. The WSI should include all aspects of the investigation, from on-site arrangements and methodological approaches through to archiving and dissemination. This must be sufficiently clear about objectives, methods, standards, resources and timetable to provide a standard against which delivery of the project will be monitored.

A WSI should be submitted for formal approval in writing by the City Corporation prior to the commencement of works to meet the requirements of a condition of a planning application.

The WSI should be sufficiently flexible to allow for contingencies and re-assessment of priorities in the field. Investigations should be subject to a process of continuous review in the light of the research objectives. Any substantial deviation to the original document or methodology should be agreed in writing with the City Corporation.

A programme of archaeological work will not have been fully implemented until all on-site and off-site work including post excavation analysis, publication and archiving have been completed.

Historic England GPA 2 sets out advice on archaeological conditions and obligations for WSIs in paragraphs 36 and 37.

Contents

It is expected that those preparing WSIs will be familiar with the archaeology and history of the site and its environs. If no desk based assessment has been prepared for the site, the GLHER should be consulted prior to the writing of a specification. A GLHER unique search number should be included in all WSIs. A search on the Heritage Gateway or any similar data sharing website is not considered an adequate substitution for a GLHER search, and will not be accepted.

The Archaeology of Greater London (MoLAS, 2000), *A Research Framework for London Archaeology (MoLAS, 2002)* should be used in formulating research aims and objectives. Research frameworks for the surrounding administrative areas and national topics may be relevant. For sites close to the Thames the Greater Thames Estuary Research Framework will be of use.

The site should be inspected prior to the production of the WSI so that all practical issues surrounding the work can be addressed.

Those preparing WSIs should have sufficient experience to give full consideration to the appropriate means of investigating the asset, including the selection of appropriate techniques and sampling strategies such as trial trench densities and layouts. If required, specialist advice should be sought. Historic England and the CiFA have produced a number of technical guidance notes and papers on a wide variety of topics.

The timetable for the investigation should be included within the details of the agreed scheme.

A WSI for archaeological recording should include research objectives for the proposed work, should follow the findings of an archaeological assessment, and take account of the potential development impact. These will normally be defined in discussion with the LPA Historic Environment Team and after full consultation with the Greater London Sites and Monuments Record (GLSMR). Details will include all methodologies, levels of expertise, and estimated resources for fieldwork, analysis, publication/ dissemination, and archiving.

The WSI should contain, at a minimum, the following elements:

- Organisation, author and date
- GLHER unique search reference number
- Museum of London site code
- non-technical summary
- site location information (including map) and descriptions
- survey, evaluation trench or excavation location plans
- context of the project
- details of planning or other consents (e.g. Faculty or SMC) under which the work is being carried out, or if the works are prior to the determination of a planning permission
- geological and topographical background
- archaeological and/or historical background
- general and site specific research aims and objectives
- reference to relevant legislation, including a statement of adherence to ClfA and Historic England guidance and standards documents
- field and recording methodologies
- collection and discard policies for artefacts
- a site specific sampling strategy for environmental deposits and ecofacts, including provision for obtaining absolute dates, as appropriate, prepared in consultation with the Science Advisor
- arrangements for immediate conservation of artefacts
- details for handling human remains
- policy statement for treasure
- post-fieldwork methodology
- report preparation methodology
- publication and dissemination proposals, including GLHER and OASIS deposition
- public outreach proposals where appropriate
- copyright information
- archive deposition details including timescale for deposition, and if available Transfer of Title documentation
- Timetable -including for post-excavation assessment and reporting, which should normally be completed within 12 months of the completion of fieldwork. For major projects the timescales may be longer and where post-excavation assessment recommends further work it should be stated that the timetable will be updated by that document
- details of site personnel, support staff and specialists, including CVs where appropriate
- health and safety considerations
- monitoring procedures
- contingency arrangements, if appropriate

Archaeological evaluation is often only the first stage of a programme of work and all parties should be aware of the possibility of a requirement for further archaeological investigation or preservation *in-situ*. Where further work is identified, a WSI would be required to be submitted for approval in writing prior to the commencement of work to meet the requirements of conditions of a planning permission.

If the project includes wider applications, such as GIS components or other means of capturing and recording spatial data, the methods to be used should be specified, including compatibility with the recipient archive.

There is an expectation that all projects will be conducted by properly qualified, experienced and competent archaeologists. Appropriate general accreditation would normally be a CiFA Registered Organisation or a project manager being a full member of the CiFA (MCiFA). Specialist roles and projects will require specific demonstrated expertise in a

particular topic (e.g. buildings archaeology, environmental archaeology, medieval pottery etc.) to a level broadly equivalent to a CMIFA, or for less experienced staff their work should be supervised by someone of that level.

Submission and Approval

A draft WSI should be sent to the LPA Historic Environment Team for comment before formal submission.

The applicant should fully understand the contents of the WSI prior to submission to the City Corporation. This will enable responsibilities to be transparent and any practical issues to be addressed before formal approval by the City Corporation. Any work on site should not commence until the requirements of the condition have been met and the WSI has been approved in writing by the City Corporation.

The WSI should clearly set out how the requirements of the brief are met, sufficient consideration of how impacts upon historic assets will be managed, and that there is appropriate competence, or experience to undertake the project.

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Archaeological Fieldwork – on-site investigations

Introduction

Archaeological fieldwork, trial work and site investigation may be required to provide additional archaeological information, to inform foundation design or basement configuration of a development proposal, in accordance with advice set out in the NPPF and the City of London Local Plan 2015.

Site work may be necessary prior to a decision in areas of archaeological potential and where the proposed application has implications for surviving archaeological monuments or remains. It is used to verify the conclusions of an assessment and provide data on the nature, extent, date and character of the archaeological resource. It may not be possible to determine the application without the relevant archaeological information, and questions about the archaeological potential, or the impact of the proposed development may remain, even after initial appraisal and detailed desk-based assessment.

Prior to the commencement of any work on site, a WSI should be written and agreed in advance with the LPA Historic Environment Team.

Archaeological fieldwork covers the full spectrum of techniques from remote sensing and borehole investigation to survey and excavation. This guidance note is applicable to all mitigation strategies, evaluation and excavation site work undertaken. WSIs for archaeological excavations, evaluations, and watching briefs, prepared by an archaeological consultant or contractor should be carried out in full accordance with this guidance. Alternative approaches and methodologies may be acceptable, but should only be employed with the written approval of the LPA Historic Environment Team in order to ensure consistency of approach in accordance with professional standards and procedures.

Archaeological fieldwork will take place at different stages in the planning process. It may follow the recommendations of an archaeological desktop assessment, the first stage in assessing the archaeological potential and development impact of a site. Archaeological evaluation may be carried out to inform and support a planning application, to help design an appropriate mitigation strategy, prior to a decision on a planning application. In exceptional circumstances, where it is not possible to undertake pre-determination evaluation due to immovable constraints, evaluation may be included in the conditions of a planning permission. The extent of archaeological excavation will depend on the agreed mitigation strategy and the impact of the proposed development. Archaeological work will range from a programme of recording and protection to ensure preservation in-situ, to recording and excavation of archaeological remains affected by the proposed development. Archaeological investigations should include continuous assessment of the methodology and research objectives as well as the rapid feedback of information from spot dating and environmental analysis to inform the investigation strategy.

The Historic England Inspector of Ancient Monuments should be consulted for advice where statutorily protected archaeological remains, Scheduled Ancient Monuments, may be affected.

The LPA Historic Environment Team should be consulted for advice where work to listed buildings is proposed.

Evaluation

Evaluation work is the initial stage of investigation, and carried out in support of a planning application to enable an informed decision. Evaluation will seek to define and characterise the archaeological remains on a site. Where archaeological remains are discovered or

predicted, and the proposed scheme has an impact on those remains, further archaeological work will be necessary. This will be a mitigation strategy for preservation in-situ, full excavation, or a combination of the two. The development proposal may be required to be redesigned to avoid or minimise the impact on archaeological remains, in accordance with the NPPF and the City of London Local Plan 2015.

Purpose

The Standard and Guidance for Archaeological Field Evaluations (ClfA, 2014) defines the purpose of Field Evaluation as the need to gain information about the archaeological resource in order to contribute to the:

- formulation of a strategy for the preservation or management of those remains; and/or
- formulation of an appropriate response or mitigation strategy to planning applications or other proposals which may adversely affect such archaeological remains, or enhance them; and/or
- Formulation of a proposal for further archaeological investigations within a programme of research.

Objectives and types of evaluation

The objectives of archaeological evaluation should be set out in a WSI agreed by the LPA Historic Environment Team prior to work commencing. Evaluation can be non-intrusive, for example, geophysical, chemical or survey techniques, as well as intrusive, for example, auger, borehole, monitoring of geotechnical work, test pits or trenches.

Scale and nature of evaluation

There is no single evaluation methodology appropriate for all situations. All field-work should follow the Archaeology Guidance for Fieldwork in this document. It is important to identify potential archaeological remains and site constraints, in the form of modern intrusions such as deep basements and foundations, before designing an appropriate evaluation strategy.

An evaluation should be of a scale to enable a sufficient sample of the site to be investigated. The sample must be large enough to confidently assess the principal aims and objectives of the fieldwork, as articulated in the WSI.

The evaluation should focus on the known or presumed impact of development proposals. There should be clear research objectives with a prediction of what the evaluation methodology can achieve, in order to assess the likely impact on archaeological remains and to help design an appropriate mitigation strategy.

In reporting the results of evaluation work, the accuracy of the original expectations and the appropriateness of the method should be assessed in order to illustrate what level of confidence can be placed on the information that will provide the basis for the mitigation strategy.

The investigation will not be at the expense of any structures, features or finds which might be considered to merit preservation in situ (or be in any way prejudicial to the protection of such remains), where potential mitigation, including preservation, is still being considered.

Within significant archaeological levels the partial excavation or half-sectioning of features and deposits, sampling, the recovery of dating evidence and the cleaning and recording of structures is preferable to full excavation.

The full excavation and investigation of archaeological remains should be discussed and set out in the WSI. Appropriate provision should be made for safe excavation of trenches to the necessary level by shoring the sides.

Methods to be considered in designing an appropriate evaluation strategy

- Contour survey
- Metal detecting
- Auger survey
- Borehole investigation (core samples)
- Chemical analysis
- Geophysical techniques
- Test pits (including monitoring geotechnical investigation)
- Single item samples
- Trench excavation - targeted to answer specific questions of potential archaeological features

Project Design for Archaeological Evaluations

(Adapted from CiFA Standard and Guidance for Archaeological Field Evaluations, 1994)

- Site location plan at a scale of 1:1250, located to the National Grid Reference
- Scale plan of site with location of proposed impact, if known
- Geological and topographical background
- Archaeological and historical background
- Statement of expectation, using criteria for assessing national importance of; period, relative completeness, condition, rarity and group value
- Research objectives for archaeology, by period (in the form of questions)
- Statement of site-specific evaluation and field methodology
- Location of the areas for evaluation including reason and justification
- Method of recording (from identification only, single item samples, sample excavation, or bulk samples)
- Post excavation fieldwork methodology including finds and sample collection strategy
- Report preparation, contents, and proposed distribution
- Copyright
- Archive deposition
- Publication and dissemination proposals in addition to site report
- Timetable
- Staffing including relevant specialists
- Health & Safety arrangements
- Legislative or other constraints or caveats
- Monitoring procedures
- Contingency arrangements

Evaluation report

The report should be completed and submitted within 6 weeks of completion of fieldwork. The report should be laid out as follows:

Frontispiece

- Site name and address
 - GLSMR number
 - Title of report
 - Organisation and author
 - Date of report
 - Site code
 - Ordnance Survey national grid reference
1. Contents list
 2. Summary - non technical
 3. Introduction
 4. Planning background
 5. Previous work(s) relevant to archaeology of site
 6. Geology and topography of site
 7. Research objectives
 8. Methodology of site-based and off-site work
 9. Results and observations, quantitative (including constraints of site, see below).
Appropriate mitigation strategy
 10. Assessment of results against original expectations (using criteria for assessing national importance of; period, relative completeness, condition, rarity, and group value) and review of evaluation strategy
 11. Statement of potential of archaeology
 12. Conclusions and recommendations for appropriate mitigation strategy
 13. Publication and dissemination proposals in addition to site report
 14. Archive deposition
 15. Bibliography
 16. Acknowledgements
 17. Sites & Monuments Record form

The two complementary parts of prediction and results can work actively together to inform the most appropriate mitigation strategy, whether preservation *in-situ* or excavation or a combination of both.

Site considerations which may influence the investigation strategy and reporting include:

- was access to the building or site limited or were some areas inaccessible and for what reasons?
- were test pits placed in optimum areas with regard to objectives of evaluation, such as type and character of archaeological survival predicted in archaeological assessment; extent of foundations, or potential impact of development proposals?
- were test pit locations altered? If so, for what reasons, e.g., obstructions, drainage, access?
- were test pits located away from areas of potential impact for access reasons? Will the results need to be interpreted and extrapolated?

- is the evaluation part of a phased evaluation, and what is the reason for this? For example site history, changes to scheme, part of a programme of geotechnical and archaeological evaluation.

Excavation

The LPA Historic Environment Team should be informed in writing at least one week in advance of commencement of fieldwork.

All members of the archaeological team (including external specialists) should have read and understood the WSI and this archaeological guidance, before work starts on site. Where the archive is to be deposited with the Museum of London, an Archive Deposition Form should be obtained and returned to the Museum before work starts.

Site preparation

The removal of the basement slab and makeup should be done under archaeological supervision.

All undifferentiated topsoil, or overburden of recent origin, will be removed down to the first archaeological layer. An exception to this would be where a focused soil-sampling strategy is proposed to record and collect data from reworked soil contexts above recognisable stratified archaeological contexts. If a mechanical excavator is to be used to remove topsoil, or modern material such as slab make up, this should normally remove spits of no more than 0.20m depth, moving along the length of the trench. Successive spits may be similarly removed until the first archaeological horizon is reached. This level should be cleaned in plan using a wide blade, ditching bucket or similar, with no teeth. If the machine has to re-enter the trench, care will be taken to ensure that it does not damage underlying remains. All machine work and demolition must be done under archaeological supervision, and should cease immediately when archaeological evidence is revealed. The machine must not be used to cut arbitrary trial trenches down to natural deposits without regard to the archaeological stratification.

It is important that enabling works such as temporary shoring, "grubbing out", hoarding erection, access road construction etc., are carried out under archaeological supervision and recording where remains may be affected.

Developers, working with their archaeological contractors, should identify what space, services and accommodation will be needed during fieldwork to ensure an efficient, safe and healthy working environment.

Early consideration should be given to on-site viewing, for example either by platforms or openings in the site hoarding.

Test pit preparation & archaeological evaluation

Following machine clearance, all faces of the test pits that require examination or recording will be cleaned using appropriate hand tools. All investigation of archaeological levels will be by hand, with cleaning, examination and recording both in plan and section. In the case of archaeological evaluations, the objective is to define remains rather than totally remove them. Full excavation will be confined to those deposits which have been agreed with the LPA Historic Environment Team through a project design and site meeting. Within significant levels partial excavation, half-sectioning, the recovery of dating evidence, sampling, and the cleaning and recording of structures is preferable to full excavation.

Excavation technique

Subsequent excavation will be by hand unless bulk deposits of little archaeological or environmental potential occur. In some circumstances, these could be removed mechanically, in consultation with the LPA Historic Environment Team.

It may be practicable to leave modern foundations in-situ. Where it is clear that modern foundations have removed archaeological remains, their removal may be desirable in order to gain access to archaeological levels. This should not be done if damage to archaeological remains is likely to occur.

Assessment of 'naturally deposited' levels may also be necessary where organic preservation has occurred. This is particularly important in dealing with peat, palaeochannels, and alluvial formations. These can provide valuable information about the natural environment before, during and after human occupation and can help questions such as why a location was selected for occupation, the impact it had on the environment, why it was abandoned, and the general environmental context of the City. Sampling strategies will be agreed with the LPA Historic Environment Team.

Preservation in-situ

Preference will be given to preservation *in-situ* for archaeological remains, of national or international importance.

Where archaeological remains are to be preserved *in-situ*, a specification will be agreed with the LPA Historic Environment Team to protect remains from deterioration, for example, from changes in groundwater levels or load impacts. Advice on the appropriate level of protection will be provided by the LPA Historic Environment Team.

Provision for public viewing or access should be part of the development proposals where possible and appropriate.

The objective of preserving monuments and remains *in-situ*, reburial, and sealing a site, needs to be achieved in a way that will maintain a site without deterioration. Recording previous impacts on archaeological remains and assessment of soil conditions can aid an understanding of their survival. Analysis of any previous archaeological excavation records and recording of known modern intrusions, such as foundations, can help establish factors which have affected archaeological survival.

Redevelopment of buildings and sites where there have been previous archaeological observations, recording or excavation, can provide the opportunity to assess the burial conditions and the effectiveness of the methodology which has preserved the archaeological remains. When a site has previously been archaeologically recorded (and therefore has an accessible archive) specific records should be made to compare the original and current findings and this objective should be incorporated in to the project design. There will also be sites where modern interventions such as piling, service trenches or pile probing have affected archaeological remains.

The following guidance is an outline of circumstances that may exist at different sites. Appropriate methods of recording and analysis should be included in a written scheme of investigation, and the results incorporated in the post-excavation report and publication. This guidance will be reviewed and developed as and when knowledge increases.

Sites which have not been fully excavated and where remains are buried.

- Record the type, mass, and loading capacity of backfill materials used.

- Interpret the methodology used in reburial material, conditions, date of backfill, characteristics. Record the Ordnance Datum level of the water table. Measure water and soil chemistry.

Sites which have been affected by non- archaeological intrusions such as piling, pile probing, service trenches and test pits.

- Record (where possible) the date and type of foundations, the extent of destruction or disturbance. Have the foundations been designed to respond to local ground conditions?
- Record the physical condition of the archaeological remains. What impact have modern interventions had on their survival? For example, have the deposits slumped or apparently been deformed by modern interventions?
- Record soil and water chemistry of all archaeological strata to measure the impact of the physical environment through time. Compare remains which are in direct contact with modern intrusions with those removed from direct contact.

Sites where remains have been reburied and sites where intrusions such as piling, pile probing, service trenches, and test pits have been carried out.

- Record relative conditions of environmental evidence.
- Record relative conditions of organic remains, particularly timber.
- Record relative conditions of artefacts.
- Record evidence of chemical migration between ancient and modern deposits.
- Record post-depositional changes in ancient and modern deposits. Interpret evidence for indication of changes in hydrology through time.

Sites where remains are to be preserved in-situ

- A full post excavation record (including plans and photographs) should be made of the site at the end of the programme of archaeological work. This should include comments on the survival of 'modern' material, with a statement of the rationale behind the decision to preserve in-situ.
- An inert material should be introduced to protect the archaeological remains and act as a physical marker between the archaeological remains and the reburial material. 'Terram' may not be the most appropriate material, as in some cases this can act as a conduit for microbiological and other activity. Iron-free sand should be used as a 'buffer' material, except against very fragile materials such as plaster or mud brick.
- The loading capacity of the burial material should replicate the previous burial conditions so that excessive loading does not introduce new pressures and to minimise further impact on the archaeological remains that are to be preserved in-situ. Ideally, material which has been generated as part of the controlled excavation should be reintroduced into the areas from which it originated, or, if appropriate, material of less loading capacity.
- It is important that water movement across the site and the same water table are maintained. Where wet organic materials are to be preserved in-situ, they should be covered, kept wet, and reburied as soon as possible in order to ensure that the burial conditions are maintained.
- Where possible and appropriate hydrology monitoring points should be introduced which can be assessed at suitable intervals. This is to be agreed with the LPA Historic Environment Team.

Human Remains

Finds of human remains should be left *in-situ*, covered and protected. If removal is essential it can only take place under Faculty jurisdiction, Ministry of Justice licence, Environmental Health regulations, and if appropriate, in compliance with the Disused Burial Grounds (Amendment) Act 1981, or other local Act. It will be necessary to ensure that adequate screening and security is provided in such cases.

A strategy for the removal, assessment, analysis and reburial/retention of human remains must be agreed with the LPA Historic Environment Team and included in the WSI. Where human remains are suspected to survive the relevant permissions should be obtained before works commence.

Unexpected human remains encountered during excavations can be removed only once the relevant permissions have been received and the LPA Historic Environment Team notified. Copies of the permissions should be submitted to the LPA Historic Environment Team.

Treasure Act 1996

In accordance with the Treasure Act 1996, all finds of gold and silver and hoards of 10+ base metal coins must be recorded, removed to a safe place and reported to the local Coroner or the Finds Liaison Officer. Security measures must be taken to protect the finds from theft where removal cannot take place on the day of discovery.

Recording of standing structures

Where Listed Building Consent is required, it must be obtained before work commences on site. The LPA Historic Environment Team will advise on the need for consent. Exploratory opening up may be required as part of a Listed Building Consent and appropriate conditions may be imposed to ensure proper recording.

Assessment and understanding of any historic building, site or area should be the first stage in making decisions about future use, alteration or repair. This may involve different techniques such as historical assessment, detailed drawings or research, selective opening up works (listed building consent should always be sought and works kept to a minimum), non-destructive investigation, and observations to a pre-agreed method statement. Recording (for example, by photogrammetry or stone-by-stone elevation drawings), will be necessary to demonstrate or amplify conclusions about the quality and importance of structures.

The assessment should also consider context and setting along with any ancillary buildings, external spaces and buried components relating to the building. Fixtures and fittings, such as machinery on industrial sites, may also be significant and should be noted where relevant.

Recording methodology should be derived from Understanding Historic Buildings: a guide to good recording practice (Historic England, 2016) and agreed with the LPA Historic Environment Team.

Survey and geotechnical investigations

Topographical survey may be an appropriate method of recording sites or earthworks as part of, or prior to, preparing a scheme of archaeological fieldwork or repair to a monument. The survey may be carried out by digital or traditional methods, and the format of the interpretative drawings generated from the survey should be agreed with the LPA Historic Environment Team before commencement of site work.

Geophysical techniques (may be appropriate both as part of the evaluation process and to supplement evidence from other areas of the site. Methodologies, equipment and objectives of each type of survey should be clearly set out in the written scheme of investigation submitted to the LPA Historic Environment Team for approval. The methodology, equipment and objectives of metal detecting, either as part of initial evaluation or coincident with other investigations, should also be set out as part of the written scheme of investigation.

Archaeological monitoring and recording of geotechnical test pits and boreholes should be planned together as a method of rapidly assessing the potential of archaeological deposits and modern disturbance. It may be followed by archaeological test pits or boreholes in specific areas. It may not be possible to clean and record the archaeological profile of geotechnical test pits, due to health and safety or access constraints. Every effort should be made to establish the presence or absence of archaeological deposits by establishing the absolute ordnance datum (AOD) for the height of significant deposits, including the depth of modern intrusions, key stratigraphic components and natural deposits. Borehole data can be examined by an archaeologist for evaluation purposes. The collection of dating evidence in the form of material culture and ecofactual remains should be maximised at this stage to inform the design of an appropriate mitigation strategy.

Where work on the sub-tidal or inter-tidal zone of the Thames foreshore is proposed, information stored on the GLSMR and results of the Thames Archaeology Survey should be consulted. Where development proposals may affect the foreshore, a detailed survey should be carried out in advance of designing appropriate mitigation strategies. Written schemes of investigation for archaeological work should take into account the constraints of the working conditions, Health and Safety requirements and the need to agree access with the Port of London Authority and the Environment Agency.

Geoarchaeological or environmental sampling- terrestrial or riverine- may be the main emphasis of archaeological investigation. Areas of undisturbed deposits (which may be sub-alluvial, and foreshore deposits) may yield evidence of past environments. Where these areas are affected by a development proposal, justification for environmental sampling should refer to known or predicted human occupation.

Monitoring

The LPA Historic Environment Team may monitor works at any stage and, to facilitate this, the WSI should include monitoring points and written progress reports at agreed intervals in the timetable for on-site and offsite work.

The purpose of monitoring is to ensure compliance with the WSI and to enable appropriate interpretation or variation, for example in response to new discoveries or operational issues. The LPA Historic Environment Team will seek mutually agreeable solutions. Any concerns will be raised with site staff and the project manager and it is expected that the vast majority of concerns will be resolved in this way.

Unexpected discoveries

The purpose of assessment and evaluation is to provide as much information as possible of archaeological remains on a site and to reduce the possibility of unexpected discoveries. If unforeseen archaeological remains are discovered, which will impact upon the agreed WSI and there are timetable or resource issues or the remains are potentially of national importance, a site meeting will be called immediately with the client, the LPA Historic Environment Team and, if appropriate, the Historic England Inspector of Ancient Monuments. A strategy for preservation in-situ or excavation will be discussed, followed by negotiations with funding agencies to fulfil the agreed strategy.

Public accessibility

Public access is a key component of all results of archaeological investigation, in line with policy in the City of London Local Plan 2015 and current standards and guidance. Every effort should be made to bring the circumstances, results and analysis of archaeological work to the general public and such proposals will be considered favourably. Site hoarding displays, site access in the form of open days, viewing platforms where possible, publicity at local and national media level, and accessible illustrated digests and displays of the results of archaeological investigations will be considered positively.

Recording systems

Written Records

A unique number site code should be agreed with the Museum of London Archaeological Archive before fieldwork commences. This site code will be used in all project reporting, recording and archiving.

The recording systems adopted during the investigations must be fully compatible with those published by the Museum of London Archaeology Service (MoLAS 1994) and Museum of London. These have been used extensively across London for many years. No alternative recording system may be adopted without the prior agreement of the LPA Historic Environment Team. The site archive will be organised to be compatible with other archaeological archives in London. Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto prepared pro-forma recording sheets which include the same fields of entry on the recording sheets of the Museum of London Archaeology Service. Sample recording sheets, sample registers, finds recording sheets, registered finds catalogues, and photographic record cards will also follow the Museum of London equivalents. This requirement for archival compatibility includes computerised databases.

Projects which make use of GIS based data systems, or other means of collecting and storing digital data will need to liaise with the Museum of London prior to the commencement of work, in order to ensure compliance and compatibility. The English Heritage document *MoRPHE Technical Guide 1: Digital Archiving and Digital Dissemination (2006)* should also be consulted.

The Museum of London deposition guidelines should be reviewed prior to the commencement of works to ensure that the archive is acceptable and compatible with others produced in Greater London. Provision should be made for archiving costs.

Drawn and graphic records

Plans prepared should include the following: a site location plan, based on the current Ordnance Survey (O.S.) 1:1250 map (reproduced with the permission of the Controller of HMSO) and indicating north; a trench plan at 1:100, of the location of areas investigated in relation to the investigation area and National Grid Reference. All sections should be located on a plan with O.S. co-ordinates.

The locations of the O.S. bench marks used and site TBM should be indicated. Tying site grids to standing buildings identified on O.S. maps is not sufficiently accurate. This data can be accepted in digital form onto the English Heritage GLSMR with the completed Sites and Monuments Report Form. A record of the full extent in plan of all archaeological deposits revealed in the investigation should be made: plans should be on polyester based drawing film, related to the National Grid, and be at a scale of 1:10 or 1:20 unless otherwise agreed with the LPA Historic Environment Team. 'Single context planning' should be used. The information should be digitised for eventual CAD applications. The GLSMR will accept .DXF or

.DWG format of the extent of the site and location of major features with the completed Sites and Monuments Report Form.

Upon completion of each evaluation trench, at least one long section should be drawn or a representative part as agreed with LPA Historic Environment Team. This should include a profile of the top of natural deposits, extrapolated from cut features etc. if the trench has not been fully excavated. Sections, including half-sections of individual layers or features, should be drawn as appropriate to 1:10 or 1:20.

The OD height of all principal strata and features should be calculated and indicated on the appropriate plans and sections. A 'Harris matrix' stratification diagram should be employed to record stratigraphic relationships. This record should be compiled and fully checked during the course of the excavations (Harris 1993). Spot dating should be incorporated onto this diagram during the course of excavations.

Recording of standing structures will vary in accordance with the intrinsic interest of the structure and its relationship to below-ground archaeology. Detailed stone by stone drawings of important features revealed in investigations may be required. Structures of little or no significance may appear on a site plan. The recommendations of *The International Council for Monuments and Sites* [ICOMOS 1990] should be followed. The intended level of survey and analysis must be stated in the specification or project design.

Photographic Record

A full photographic record of the investigations should be prepared to a specified photographic policy included in the written scheme of investigation submitted to the LPA Historic Environment Team for approval. This should include an images register, black and white prints and colour transparencies (on 35mm film or to a standard that matches the quality of a 35mm SLR film camera) and digital images, illustrating in both detail and general context the principal features and finds discovered. The photographic record will also include working shots to illustrate the progress of the archaeological investigation. The transparencies will be mounted in suitable frames for long-term curation in preparation for deposition with the archive. Medium of large format photography and video recording may also be appropriate. Refer to the London Archaeological Archive and Research Centre (LAARC) standards on photography and digital data for guidance as to how to curate, store and submit digital imagery.

Where appropriate, a photogrammetric record should be made of complex structures, features, and horizons liable to be exposed or damaged in the course of the investigation, such as buildings or parts of buildings. Appropriate scales will be specified in the written scheme of investigation.

The LPA Historic Environment Team will occasionally request selected copies of photographs in order to raise the profile of the archaeological heritage. Permission will be sought to reproduce any images and copyright duly acknowledged.

Treatment of finds and samples

Different sampling strategies may be employed according to established research targets and the perceived importance of the remains being investigated. A site-specific sampling strategy should be included in the written scheme of investigation submitted to the LPA Historic Environment Team for approval. This should be part of an iterative process of review, analysis and feedback to excavators during the progress of the fieldwork.

For example, spot-dating of pottery and the results of sample flotation analysis should be incorporated into the running matrix to aid on-site interpretation. Any changes or development of the sampling strategy should be documented with the rationale and agreement for the change. Sampling for date, structure, and environment are particularly

important. Sample size should take into account the frequency with which specific material is likely to occur, and the preservation conditions. Bulk sieving should be employed for recovery of environmental evidence to ensure that complete samples are collected and assessed for significant deposits. The Museum of London Specialist Services maintains a regional service for post-excavation which can be commissioned to undertake appropriate levels of work.

Scientific dating and analysis

The strategy for sampling archaeological and environmental deposits and structures may include soils, timbers, pollen, diatoms, animal bone, and human bone. A high priority will be given to the sampling of alluvial and other anoxic deposits (such as peat) where organic materials may be preserved. The sampling strategy will be developed in consultation with the LPA Historic Environment Team who may also seek advice from the Historic England Regional Science Advisor. Subsequent on-site work and analysis of the samples and remains should be undertaken by the contractor's environmental archaeologists.

Investigators should be aware that some dating techniques require specific work whilst in the field that cannot be conducted once the site has been completed. Sampled deposits should be subject to appropriate specialist analysis. The written scheme of investigation should indicate the likely need and methodologies for such analysis. Advice on the suitability of sampling techniques, how to retrieve and store samples, sample selection, mathematical modelling of results and laboratories for specialist analysis should be sought early in the project. Strategies should consider the site-wide research questions, the potential significance of the deposits under investigation, and sampling targets, although in some instances the environmental investigation of a site will be the principal aim of a project.

The sampling strategy should state the type of features to be targeted, along with the material to be recovered and the recovery technique to be employed. Targets for sampling can include a wide range of archaeological and environmental deposits and remains, including soils and sediments, timber structures, pollen, charred plant remains, insects, diatoms, animal bone, and human bone. A high priority will be given to sampling anoxic deposits where organic materials may be well preserved.

Where appropriate, timbers should be subject to dendrochronological analysis and radiocarbon dating. Optically Stimulated Luminescence (OSL) and archaeomagnetic dating should also be used where appropriate.

As far as possible, the assessment of sampled deposits should form part of an iterative process, providing feedback to excavators during the progress of the fieldwork (e.g. spot-dating of select deposits or the results obtained from flots).

Suitable deposits and structures for scientific dating should be considered, for instance using dendrochronology, radiocarbon, archaeomagnetic or luminescence dating techniques; in some instances this will be a requirement. Investigators should be aware that some dating techniques require specific work whilst in the field that cannot be conducted once the site has been completed.

Finds treatment

In the City the finds retrieval policies of the Museum of London should be adopted. All identified finds and artefacts should be retained according to the method statement, and selection, retention, and retrieval policy appropriate to the material type and date. No finds will be discarded without the prior approval of the LPA Historic Environment Team.

All finds and samples should be treated in a proper manner and to standards agreed in advance with the approved recipient museum. They should be exposed, lifted, processed, cleaned, conserved, marked, bagged and boxed in accordance with the current standards and guidelines. All metal objects should be x-rayed and selected for conservation (except in those cases where it is agreed with the LPA Historic Environment Team that this will not be necessary).

On-site conservation, where required, will be the responsibility of the archaeological contractor.

Ceramic (pottery, clay tobacco, building material fabric and brick form) reference collections, housed at the Museum of London Archaeological Resource Centre, should be consulted for descriptive and analytical purposes to ensure that terminology is consistent across the region. The Museum of London Archaeology pottery codes must be used in all specialist reports in order to ensure that terminology is consistent across the region.

The British Museum and other local Museums may also hold important comparative collections of material and these should be consulted as appropriate.

The archaeological organisation responsible for the works should ensure that contracts are in place with internal and external specialists to cover all necessary processing, conservation, and specialist analysis through the assessment and analysis stages of the project.

Access and safety

Access to the site should be granted to the LPA Historic Environment Team in order to monitor the work and to ensure that it is being conducted to proper professional standards and in accordance with the consents. This will be done through site inspections and regular progress reports.

All relevant health and safety legislation, CDM (Construction Design and Management), COSHH (Control of Substances Hazardous to Health regulations and codes of practice should be respected. It is the responsibility of the organisation undertaking the work to ensure that their Health and Safety Policy is up-to-date with current legislation (SCAUM 1997). Risk assessments should be drawn up for all activities, including making arrangements for the site to be monitored as necessary. This requirement is a non-archaeological constraint on archaeological investigation as health and safety factors will take precedence over archaeological concerns.

There is a duty of care for the applicant to provide all reasonable information on contamination and the location of live services before site works commence, in order that work can be carried out efficiently to enable the archaeological organisation to provide an accurate specification.

Where there is reason to believe that the ground, or adjacent buildings, may be contaminated or unsafe the applicant must have made arrangements for pollution sampling and testing before archaeological work on sites can take place, with guidance from the relevant Dept of the Environmental Services team.

If contamination is discovered, a strategy for the sampling and recording of archaeological deposits and structures needs to be designed in agreement with Environmental Services and the LPA Historic Environment Team.

Evaluation test pits, trenches or other excavated areas should be reinstated to a methodology agreed with the LPA Historic Environment Team before work commences. If, for any reason, it is proposed to discontinue work during the progress of the archaeological

investigations, suitable arrangements must be made to protect and support exposed areas of archaeology until long-term arrangements can be made.

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Post-excavation programme and performance indicators

The LPA Historic Environment Team may monitor works at any stage. To facilitate this stage, monitoring points should be agreed before post-excavation work starts, as part of the overall timetable.

Reporting follows on from an agreed investigation or study, where the results are interpreted and presented. This includes any assessment or analytical work undertaken, dissemination of the results, deposition of the archive into the recipient depository and providing information to the Greater London Historic Environment Record.

The reporting of the results of archaeological investigations is crucial in furthering understanding of the historic environment. In order to share knowledge and increase understanding with the widest possible audience, all reports will be lodged with the Greater London Historic Environment Record so that public access is assured.

Most reports are prepared and submitted in support of applications for planning consent, or as a requirement of a planning condition.

It is expected that the organisations that undertook the field investigations will continue to see projects through to the final stages of reporting, dissemination and publication so that continuity of a project and its archive is maintained.

Reports, Archives and Arrangements for archive deposition

Arrangements for the curation of the archive, including the transfer of title or deposit agreement, should be agreed with the appropriate recipient museum prior to starting fieldwork.

The finds and records from London excavations provide an immensely valuable public resource. The owners of finds and records should be urged to donate these to the appropriate Museum as a matter of best practice in the public interest: In most cases this will be the Museum of London. Arrangements for the curation of the archive should be agreed prior to starting fieldwork. Where the archive is to be deposited with the Museum of London, this should be set out in the Deed of Transfer or Deposit Agreement which should be included in the written scheme of investigation submitted to the LPA Historic Environment Team. An Archive Deposition Form should be obtained and returned to the Museum of London Archaeological Archive and Research Centre before work commences.

Archives will be deposited in accordance with an agreed timeframe, usually 12 months following the completion of works.

Reasonable access to finds and records from archaeological investigations will be given, at the request of the LPA Historic Environment Team, to nominated individuals or archaeological organisations before they have been formally deposited if it is considered that the information therein is imperative to other research.

Integrity of archaeological archives

The integrity of the site archive should be maintained. All finds and records should be properly curated by a single organisation, and be available for public consultation in accordance with Standards in the Museum Care of Archaeological Collections' MGC 1992, Towards an Accessible Archaeological Archive: The Transfer of Archaeological Archives to Museums: Guidelines for Use in England, Northern Ireland, Scotland and Wales SMA 1995. For deposition with the Museum of London the General Standards for the Preparation of Archaeological Archives deposited with the Museum of London should be followed.

The archives for evaluation, watching brief and excavation work should be fully integrated even when the works have been carried out by different archaeological organisations. This should be taken into account in the written scheme of investigation.

Temporary storage

The archaeological organisation will be expected to have the resources required for the secure temporary storage of collections prior to transfer to the appropriate recipient museum. This will normally be during the period of post-excavation analysis and publication. This storage must be secure and appropriate to the material contained within the site's archive.

Contents of archive

The minimum acceptable standard for the site archive is defined in the *MoRPHE Project Planning Note 3* and *General Standards for the Preparation of Archaeological Archives Deposited within the Museum of London*.

It should include all materials recovered (or the comprehensive record of such materials - see below) and all written, drawn, and photographic records including a copy of all reports (desk-based, evaluation, survey work, or other), relating directly to the investigations undertaken. It should be quantified, ordered, indexed, and internally consistent before transfer to the recipient Museum. It should contain a site matrix, a site summary, artefact and environmental assessment, and analysis reports.

Copyright should be clearly identified at the time of transfer. Appropriate guidance set out by the Museums and Galleries Commission, the Society of Museum Archaeologists, and appropriate recipient museums should be followed in all circumstances.

Security copying

The recipient Museum's guidance on the needs of digital storage and archival compatibility will be sought and followed.

Access to archives

Pursuant to these agreements the site archive will be presented to the archive officer or appropriate curator of the recipient Museum for accession within 12 months of the completion of fieldwork (unless alternative arrangements have been agreed in writing with the LPA Historic Environment Team). Access to finds and records from archaeological investigations should be given, at the request of the LPA Historic Environment Team, to designated archaeological organisations at any time, before they have been accessioned by the appropriate recipient museum, if this is considered necessary to enhance the understanding or interpretation of the archaeology of the City. Access to all records and other material, (written, illustrative and digital) should be given where evaluation work has been undertaken by a different organisation and any associated costs should be incorporated into the written scheme of investigation.

Archive not donated to museum

If the archive is not to be donated to an appropriate Museum, arrangements must be made for a comprehensive record of all materials (including detailed drawings, photographs, and descriptions of individual finds) to be deposited at an appropriate Museum, in lieu of the archive.

Publication and dissemination of results

A short summary of the results of the work, even if negative and GLSMR report form, must be bound into a report for submission to the LPA Historic Environment Team as soon as possible after the completion of archaeological works. The site summary should be a non-technical summary in plain English, which will enable the LPA Historic Environment Team to inform local societies and others about the results of the archaeological investigations or survey. The appropriate archaeological report forms should be used and guidance followed for delivery of digital data.

The minimum requirements for public dissemination is the submission of the GLSMR report form to be submitted to the City as soon as possible, or within six months of the completion of fieldwork; and a paragraph summary of the results for publication in the London Archaeologist 'Excavation Round-Up'. Such publication will meet the 'minimum requirements' set out in Appendix 7 of MAP2 1991, and derive from a 'phase 2 review' as defined in that document. Where appropriate, reports should be formatted so that details of the proposed development impact can be separated from the archaeological information and enable archaeological information to be made available to the GLSMR within 6 months of the completion of fieldwork.

Copies of all reports should be sent to Guildhall Library.

Where the above mentioned 'Phase 2 Review' indicates the need for further assessment and analysis, the recommendations set out in the Management of Archaeological Projects 1991 should be followed. At the completion of the assessment and updated research design stage, and on completion of the publication text, the LPA Historic Environment Team will advise on whether the archaeological conditions of the planning permission will be met, or whether approval of appropriate key stages, target dates and overall timetable for completion of the project to publication stage, is required. This may depend on the size and complexity of the project.

The proposed publication and dissemination of results should be agreed with the LPA Historic Environment Team. Contingency arrangements (such as an agreed percentage of the field costs) to provide for this element of the work, should be made before field-work commences, and include the costs of page tariffs for certain journals. Site works should not commence until the LPA Historic Environment Team has expressed itself satisfied that suitable arrangements have been made.

Post Excavation & Updated Project Design Reports

Reports

Certain types of projects, most commonly archaeological excavations but increasingly archaeological building recording work, require a formal review phase, where results are assessed according to their significance and potential to further understanding of the historic environment. As part of this assessment phase, the work needed to complete any further study or analysis is identified.

Reports are prepared for submission in support of planning applications, to inform the decision making process, as part of the reporting process following archaeological investigation and to satisfy conditions of a planning permission.

All archaeological reports submitted with a planning application or submitted pursuant to a condition of a planning permission, will be public documents. Archaeological reports are

also sent to the Greater London Sites and Monuments Record for inclusion in the regional database and library. Reports are also available in Guildhall Library.

Reports should follow a similar format for ease of access as set out below. Where post-excavation assessment and analysis stages are necessary, E.H. Management of Archaeological Projects 2 (MAP2) guidance should always be followed.

The primary addition to the Post-excavation report is the inclusion of an Updated Project Design, which puts forward proposals for analytical work necessary to bring the site to publication. This will include details of tasks, resources, personnel and programming. The updated Project Design should also contain a synopsis of the publication proposals for the site. The Updated Project Design should cover all components of a project, including any field evaluation. This is particularly important for large projects undertaken in several phases of work or those inherited from other organisations, so that all elements of the site are included when considering proposals for analysis and publication.

Update the OASIS form when the post-excavation assessment is complete

Any archaeological conditions attached to a planning consent will not be recommended as satisfied until the details of the Updated Project Design have been agreed and a timetable produced which includes a date for archive deposition. Written assurance will also be sought that an appropriate level of resourcing is available to complete the tasks leading to publication.

The report should be submitted within an agreed timeframe, usually within 12 months of completion of fieldwork.

Research and Analysis Programme Monitoring

The LPA Historic Environment Team may monitor analysis and research work at any point. It is recommended that monitoring points are tied into the work programme at appropriate stages within an agreed overall timetable.

The format for publication should follow the requirements of the individual journal or publishing house (see Archaeology Publication).

Suggested format of archaeological reports

Frontispiece

- Site name
- City of London
- GLSMR Number (if applicable)/ Planning Application number /Site Code
Ordnance Survey national grid reference

Title of report e.g. Archaeological Assessment Report/Impact Assessment Report
Evaluation Report

- Archaeological Evaluation of Geotechnical Investigations
Excavation Report
- Archaeological Watching Brief Report
- Organisation Author
- Date of report

1. Index
2. Summary non-technical
3. Introduction

4. Planning background
5. Previous work relevant to archaeology of the site, relevant historical and archaeological background
6. Geology and topography of site
7. Research aims and objectives
8. Methodology of site-based and off-site work
 - Details of stratigraphic sequence
 - Specialist reports in full, including any recommendations for further work
 - Plans, sections and photographs as appropriate
 - Harris Matrix where appropriate
9. Results/observations quantitative analysis
10. Potential of archaeology/observations to answer research objectives
11. Conclusions and recommendations for an appropriate mitigation strategy
12. Publication and dissemination proposals, if relevant at this stage
13. Archive deposition – including date of deposition and Transfer of Title details, if applicable
14. Conclusions
15. Bibliography
16. Acknowledgements
17. GLHER/OASIS form

Submit one digital PDF/A file of the report and GIS data to the LPA Historic Environment Team within the timeframe agreed in the Written Scheme of Investigation, usually 6 weeks of completing fieldwork. The LPA Historic Environment Team will pass a copy of the report to the GLHER.

If a report is required in response to a planning condition, the archaeological consultant of the contractor is responsible for submitting copies to the LPA Historic Environment Team.

A copy of the report should also be deposited with the appropriate Local Studies Library and to any relevant Local Archaeological or Historical Society.

Archaeological Publication

Introduction

A report must always be written to record and disseminate the information gained as a result of archaeological investigations, even if the results are negative. The scale of publication will depend on the survival and type of archaeology recorded. There is a minimum level of publication for all investigations.

This consists of submitting a GLSMR report form to the GLSMR and a paragraph summary for the London Archaeologist 'Excavation round-up'. These should be provided within 6 months of completion of site work and revised at post-excavation assessment and final publication stages if necessary. An interim report should also be written as this helps to disseminate results promptly to those involved with the development, as well as for local societies, local and regional journals. Where significant discoveries are made, notes should also be sent to national journals.

Publication proposals should be discussed with the LPA Historic Environment Team, initially at post- excavation assessment stage when the significance of the archaeology can be determined.

It is the responsibility of the archaeological contractor to negotiate with the editors of the journals or publishing houses for acceptance of publication texts and to arrange for the appropriate publication grant to be provided.

Purpose

The report of archaeological investigations should sum up what is already known at this stage and what further work will be required to present the results of recording and analysis. For larger projects, it is a commitment and an opportunity to state what level of work can be achieved within a given timetable. Approval and agreement of the programme may therefore lead to the fulfilling of a condition of a planning consent, upon completion of all subsequent work leading to publication and archiving.

Format

The principle of the post-excavation assessment and updated project design is established by Historic England in MAP 2. This stage of archaeological work should be seen as transitional and as a gateway to the substantive analysis and publication of the results. It should be a short executive summary, and be backed up by tables and appendices where appropriate. It should concentrate on research objectives which can be achieved through realising the potential of the integrated results and result in a targeted and resourced publication and dissemination proposal. Where new or additional analytical techniques are relevant, these should be put forward with a brief justification. It is not appropriate to include unsynthesised data.

Title page

- Address
- site codes
- Registered plan number
- author
- date

1. Executive summary Plain English description of the major findings of the investigation and how these and further work can answer the research questions

2. Contents	List of subtitles and page numbers
3. Introduction	Background to project including planning history
4. Archaeological background	Summary of local and national context and known comparisons N.B. site codes and other codes should also have full text references
5. Research aims	The original research aims by period and theme at the onset of fieldwork
6. Results of fieldwork	Brief statement of main results of excavation, and current understanding
7. Quantification	Stratigraphic, Finds, Environmental, Dating, Other results of assessment
8. Statement of potential	Assessment of how the different and combined categories of evidence integrate to answer the research questions (Include new areas of research suggested by the evidence)
9. Significance of data	Using national and regional evaluation criteria headings, an assessment of the significance of the evidence with reference to published academic works
10. Analysis & reporting proposals	Further analysis required, how and who will do it, methodologies for different analysis (including historical resources and programme chart with time and personnel, and refereeing arrangements
11. Acknowledgements	
12. Bibliography	

Historic Environment Record

The results of all archaeological work will be made available to historic environment colleagues and the general public through inclusion in the Greater London Historic Environment Record.

Provide all digital copies of reports as PDF/A documents, which makes them suitable for long-term archiving. PDF/A comprises two levels: PDF/A-1a (fully compliant with the ISO standard 19005-1) or PDF/A-1b (minimal compliance). Either level of PDF/A is acceptable for deposition with the GLHER. PDF/A files can be created by a number of commercially available software packages. Further information can be found on the website for the PDF/A Competence centre - <http://www.pdfa.org>.

It is expected that the GLHER will be provided with Geographic Information System (GIS) or Computer Aided Design (CAD) files for the project showing:

- Site outline, and
- Trench/test-pit location(s)

Files can be submitted in .dwg, .dxf, or .shp formats. Please ensure that the file contains, or indicates:

- The Site Code,
- Scale, and

- Accuracy of recording
 - 1: Outline derived largely from a digital source, i.e CAD or GIS image,
 - 2: Outline digitised from a hard copy or screen images, or
 - 3: Site address/estimated extent for sites where no or poor mapping survives or where only a site address is available (e.g. non-archaeological excavations to lay sewers in the mid-19th century by the Corporation of London, but which identified archaeological remains).

Complete an OASIS form (Online Access to the Index of Archaeological Investigations - <http://ads.ahds.ac.uk/project/oasis/>) at the end of the relevant stages of reporting. A copy of completed OASIS forms should be appended to the back of each report submitted.

Update the online OASIS form with publication dates and details once these have been finalised. A copy of this updated OASIS form should also be sent to the GLHER so that bibliographic details are noted.

Ensure that site summaries are submitted to the annual 'round-up' of the London Archaeologist and any appropriate county and period based national journals.

Agree the level and outlet for publication and dissemination of significance results with the LPA Historic Environment Team. The scale of publication will be based on the significance and interest of the findings.

The City Corporation welcomes alternative ideas for the dissemination of archaeological investigation results, and would encourage practitioners and consultants to explore additional means of engagement, such as web-based publications, social media, displays and lectures.

Public Archaeology

Consideration should be given to publicising the results of the project through a range of outlets, from conventional archaeological publications to, for example, site viewing platforms, interpretation panels and lectures, open days and school visits, radio and television programmes, videos and popular publications.

Learning is central to sustaining the historic environment. It raises people's awareness and understanding of their heritage, including the varied ways in which its values are perceived by different generations and communities. It encourages informed and active participation in caring for the historic environment (Historic England '*Conservation Principles*', 2008).

The vision is that commercial investigation and explanation of the historic environment should be commissioned and conducted in a way that makes opportunities for the appropriate scale and form of public participation in professionally led projects the norm not the exception (*Realising the benefits of planning-led investigation in the historic environment: a framework for delivery*, a report by the Southport Group, July 2011).

Introduction

The popularity of archaeology, and the value placed upon it by individuals and communities is irrefutable. Archaeology and History have a significant role to play in building a sense of place amongst established and new communities. Understanding can develop a sense of pride, which in turn leads to a place being more greatly valued and appreciated.

Whilst the appropriate level of publication of archaeological work is a development context must be the result of any investigation, there is much to be gained through the immediate communication of fieldwork and its results to the local community. The immediacy of archaeological excavation or other forms of field investigation has a particular fascination, but discoveries made during the post-excavation and analysis can also be interesting, as well as the final conclusions and interpretation of a project.

The City of London Local Plan includes within policies for the dissemination of the results of archaeological work. It is therefore reasonable to secure public involvement in the archaeological process, where appropriate, within the WSI.

It is recognised that every project is different, and as such imaginative proposals from both the developer and archaeological professionals that involve local communities and innovative, creative means of disseminating results are welcomed. Engaging the public should not be seen as an onerous obligation, but as a means of education, promotion and publicity that is beneficial to both the archaeological professional and the developer.

There already exist a number of heritage outreach days and events in London that may provide a platform on which to base your own outreach activities, such as the Festival of British Archaeology (sponsored by the Council for British Archaeology), London Open House weekend, Heritage Open Days.

Project preparation

Prior research, such as that carried out in a desk-based assessment, may assist in identifying important features of a site that will be of particular interest within the project. Collating a good sequence of early maps and pictorial views as well as background history and earlier discoveries may inform the interpretation and display of the site, as well as the broader presentation and marketing of the development scheme.

If outreach projects are proposed, it is suggested that end users and stakeholders are consulted early in the development process. Working with the identified target groups in the planning stages will result in a more successful project, and will help ensure that whatever is being developed has a real and lasting relevance to the local people and their experiences. Developers and site contractors will also need to be engaged in this process, so that site needs and constraints can be accommodated.

It is strongly encouraged that communicating to new and diverse groups be made a priority, so that new audiences can be reached and developed.

Whatever form of public dissemination or engagement is envisaged, it is crucial to secure resourcing and programming, prior to the commencement of site works.

On-site viewing

One of the easiest and most cost effective means of engaging the public, particularly on urban or sub-urban sites, is to allow people the opportunity to observe excavation areas through open days or invitation only events. This should be accompanied by an explanation of the work being undertaken, which can then be updated to show the evolution of the project and significant finds. Links to project websites and use of social media, are strongly encouraged.

Means of on-site viewing could include:

- Viewing platforms
- Viewing windows in fences
- Interpretation cabins
- Artefactual and environmental displays
- Photographic displays
- Explanatory panels
- Explanatory leaflets
- Site lectures
- Site tours
- Open days

Off-site viewing

Not all sites are readily accessible to the general public; nonetheless remote engagement is often achievable. An added advantage of offsite displays and access is that communication can continue after site based work is complete.

Remote access to sites has the added advantage of being able to engage audiences that would not usually be reached, either because of geography or access restrictions to the site itself.

ICT projects

Websites, web cameras, blogs, pod casts, social networking sites and many other forms of digital communication can be easily used to disseminate site information, and may reach new audiences. Dynamic, creative and regularly updated websites are able to maintain public interest throughout the archaeological process and with appropriate links can provide additional publicity for the development scheme.

Temporary displays

There are many potential opportunities for creating temporary displays in local communities. Local libraries, museums, resource centres are a few of the places where small scale displays, exhibiting work in progress or current finds, could be placed. It is often possible to arrange for displays to be created within public space in the completed development.

Temporary displays need not be restricted to artefact display cases, but can also consist of or include photographic exhibitions; interactive computer displays, or leaflets, for example.

Talks and lectures

The City Corporation strongly encourages archaeological practices and others to share their discoveries with local archaeological and history societies. Many of the societies have lecture series that could be capitalised on, and are very keen in having local sites presented to them, which creates a greater sense of ownership into the history of their localities.

Consideration should be given to introducing sites that demonstrate a regional or national significance to a larger audience. The London and Middlesex Archaeological Society (LAMAS), for example, holds annual conferences on both archaeology and local history that welcome speakers.

Permanent displays and urban design

On sites where preservation *in situ* has been achieved and the remains are on display, interpretive planning, site interpretation and exhibition design will need to be considered. Similarly, where sites have been removed, or remains reburied, the City Corporation encourages the use of graphic panels, mobile downloads or other forms of display to communicate what was once present. Archaeological contractors or consultants are urged to seek advice from specialist heritage interpretation groups if such facilities are not available in-house.

With certain projects, particularly those in which there is a close working relationship between historic environment professionals and designers and architects, there is a greater potential for incorporating elements of the site's history into the concept of the development. Creating open space or utilising landscape design, for example, may mark where archaeological remains lay and public art or motifs may be inspired by archaeological finds. In certain instances, designers may be able to incorporate substantial remains or finds into their schemes.

The media

Media coverage of archaeological findings is encouraged, as this has the potential to reach a large audience quickly and easily, depending on the level of publicity. Whilst recent on-site discoveries are often the most interesting, stories on the results of post-excavation analysis and artefact discoveries can continue to be fed to the media after investigations have been completed. The potential for positive public relations for the developer should not be discounted.

Outreach and education

Working with schools and school groups can be a very rewarding experience, and is strongly encouraged, particularly when there is a nearby school or the archaeological works is taking place on school grounds.

It is crucial to establish working relationships with teachers prior to the development of educational packages, so that they can be engaged in that process. Key to this is identifying

areas within the national curriculum that can be linked to the archaeological work – not just history, but maths, science, art, citizenship and many other subjects can be relevant. Local museums may already have links with school groups or have education officers that can be utilised.

Public archaeology

Providing people with the opportunity to actively engage with archaeological work and discovery is to give them a unique and valued experience. Involvement in the archaeological process can have a significant effect in people developing a sense of ownership with an area, and as a result feeding back into themes of identity. It is also an opportunity for people to develop new skills and abilities.

Some sites may have the potential to use volunteers from local societies or schools during the fieldwork process. This need not be restricted to work once excavation is underway, which is often subject to pressures of time and resource, but could involve the digging of test pits, survey, or building recording in advance of large-scale site works. Care must be taken to ensure that use of volunteers on a site is appropriately managed and does not supplant professional archaeologists.

Hands-on activity does not need to be confined to work on site; for example artefact handling, pot-washing, environmental sorting and archive preparation can all be adapted to use volunteers.

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Appendix 3

City of London Churchyards

“Burial places have substantial significance, and are often the only evidence for cultures that would otherwise be forgotten”

Historic England, 2014

“Such strange churchyards hide in the City of London”

The Uncommercial Traveller, Charles Dickens

Executive summary

City of London churchyards are a unique assemblage of burial places in the heart of a vibrant, 21st-century city. They make an important contribution to amenity as green, tranquil havens amidst high volumes of commercial activity. As they have not previously been assessed as a group, statements of significance have been written to bring together existing information and create a tool for their future management and interpretation.



The churchyard of St Olave Jewry, Ironmonger Lane

Overview

Nowhere else in Britain is there so concentrated a group of burial grounds within a tightly proscribed urban area. As a group of heritage assets, the City's churchyards are as unique as the much-praised City churches. They vary in size, arrangement and atmosphere; individually and collectively they make a valuable contribution to City amenity, well-being and sense of place.

As the City's irregular medieval street network survives, the churchyards (and churches) are frequently juxtaposed with modern buildings and spaces in endlessly surprising and stimulating ways. Many are screened from the hustle of the main streets, offering respite and

encouraging reflection. This role will increase in importance as the City's population continues to grow over forthcoming decades.

It is a fundamental function of a society to lay its dead to rest and churchyards are important evidence for this. As the City churchyards have been used for burials for many hundreds of years, these spaces connect us in the most direct way with previous City communities – the people who lived, worked and died in the square mile and who shaped it in the centuries before ours. For instance, Mary Abdy, who died aged 58 and was buried in the churchyard of St Mary Staining in 1820, or Frederick Papineau, a boy of 8 who was buried in the churchyard of St Olave Hart Street in 1839.

This critical aspect of the churchyards can sometimes be overlooked. Widespread usage of them for burials ceased over 150 years ago. Many of them now look more like urban gardens or simple open spaces, their original function evident through such detail as surviving tombstones, a raised ground level, strong visual or physical link with a church or a strong sense of enclosure. Details like these add to the special atmosphere and character of these spaces.

Though the churchyards were primarily associated with the dead, today they form a network of life-enhancing spaces. There is a need to consider how their contribution to amenity and the environment can be sustained and enhanced, particularly in the context of current strategic thinking about the future City up until 2036.

The significance of the City churchyards

The **values** are taken from Historic England's *Conservation Principles* framework (2008), national criteria for the assessment of the significance of heritage assets. **Evidential** value is how much evidence a place can give us about the way people did things in the past. **Historical** value is how far a place connects us with particular historical people, events and aspects of life. **Aesthetic** value is how much a place stimulates the senses and the intellect. **Communal** value is how far a place holds meanings for people and figures in their collective experience or memory.

The churchyards were used for burial between the 11th century and the 19th century. As such, they are tangible reminders of past City communities and notable figures, and have deep **historical** and **communal** value.

They form the setting to and are places from which to appreciate the significant architecture and **aesthetic** value of the City churches.

As they survive in differing forms and stages of preservation, from the intactness of St Mary Abchurch to the wholly altered St Magnus the Martyr, they have strong **evidential** value for the historical pace of change in the City. Correspondingly their varied appearance has strong **aesthetic** value.

Further **evidential** value is created by their significant archaeological potential and surviving historic structures such as tombstones, boundary walls and railings. **Evidential** and **aesthetic** value is found in features like raised levels, indicating the presence of burials.

The way they relate to the wider City townscape has important **aesthetic** value, encountered within the irregular medieval street plan in endlessly surprising and stimulating ways.

With the City churches, the churchyards have important **evidential** and **communal** significance in reflecting the piety and burial practices of the City in the centuries before our own.



The churchyard of St Mary Staining

Scope of document

These statements of significance have been produced to form an evidence base for the current Local Plan review, to provide a resource for Development Management casework relating to these sites and to support the emerging Churchyard Enhancement Programme. Hitherto there has been no such characterisation or analysis of them as a group of open spaces and as elements of the townscape.

Historical development

Churches

Christianity had been practiced in Britain during the Roman period. It was decisively established with the founding of St Paul's Cathedral in 604 AD. Following the formal reoccupation of the walled city by Alfred the Great in the 9th century, there is evidence for the existence of a number of churches inside the walls by the late Saxon period (9th – 11th centuries), such as All Hallows by the Tower and St Lawrence Jewry, and just outside the walls, including St Andrew Holborn and St Bride Fleet Street.

The majority of City churches are thought to have been founded in the centuries following the Norman Conquest in 1066, with many first recorded by the end of the 12th century. They may have originated from private chapels, neighbourhood churches or churches associated with particular trading cliques or groups of citizenry, such as the Flemings who founded St Vedast Foster Lane (Schofield p.35; Jeffrey p.9). By the end of the 12th century 120 parish churches were recorded in the City, reflecting London's rapid growth since the Conquest.

Churchyards

Like the churches, the City churchyards have late Saxon, Norman or early medieval origins. Pope Gregory the Great (590 AD) recommended the use of churchyards for burial, so that those coming or going from the church would remember the dead in their prayers. Churchyards were first consecrated for burial after Cuthbert, Archbishop of Canterbury, obtained permission from the Pope in 752 AD. This represented a significant change in burial practices, with the dead customarily buried beyond city limits in the Roman period. The same was true later, in the Anglo-Saxon period, where burials took place around Lundenwic (near the Strand).

Origins

Estimates of the population of early medieval London vary, but the general consensus is that it grew steadily between the 11th and 14th centuries to become the largest city in Europe, from c.18,000 in 1086 to c.40,000 by 1300 (Lobel p.55). With more people came the need for more burial places.

By the early 14th century nearly all churches are recorded as having churchyards. Some were probably established much earlier, within a few years of the church or at the same time. Given the spectrum of ages among parishioners, it would seem fair to speculate that burial space connected to a church would be required within a few decades, if not years, of its establishment. For instance, the foundation of St Lawrence Jewry has been dated to c.1050 AD on the basis of a burial of that date in its churchyard. There has even been a suggestion that the need for burial grounds may have been one reason for the foundations of some churches (Schofield p.73).

People could choose to be buried outside their parish in another burial ground or the cathedral precincts. Burials did occur within the church under the floor, but space was limited.

Then, the churchyards ranged in size, from small to generous, and shape, from irregular to well-defined. Typical boundaries were and still are building lines, thoroughfares and plot

boundaries, forming quadrilateral spaces. There are obvious visual relationships with their churches, which in most cases border them on one or more sides (though there are some like St Katherine Cree or St Gabriel Fenchurch where the churchyard is separated entirely); the commonest orientation seems to have been south of the church, as can still be seen at St Peter Cornhill, St Michael Cornhill, St Botolph Bishopsgate, St Anne & St Agnes and many others.

Few are larger in size than their host churches though some are today quite extensive, having acquired additional land since their establishment. The variation in size is illustrated by comparison of the churchyards of St Nicholas Shambles (163 square metres) and St Lawrence Jewry (650 square metres).

It has been suggested that most churchyards were originally hard-surfaced, with funerary structures set into paving, gravel, sand or earth (Harding pp.53-4), rather than predominantly planted and lawned. Some churchyards were called the 'green churchyard', implying this was not the norm. An example is the 'Green Ch.Y' at St Giles Cripplegate on Rocque's 1746 map.

In addition to the original churchyards, the growth of the population saw many churches acquire additional ground for burial. St Bride Fleet Street acquired a new churchyard by donation and agreement in 1610, while St Dunstan in the West had consecrated part of its burial ground in Breems Buildings in 1625 (Harding p.50).



The churchyard of St Mary Abchurch, unchanged in form and location for 800 years

Subsequent change

Some churchyards have retained their essential form and location since their establishment: examples are St Peter Cornhill and St Mary Abchurch. But as London became more densely developed, other churchyards were subject to varying degrees of encroachment or more wholesale change.

At the Reformation (1520s/30s) religious establishments such as priories and friaries were dissolved and parish churches were often established on or near their sites, with accompanying churchyards. An example is St Bartholomew the Great, where part of the priory church became a parish church with a churchyard laid out in 1543. Other examples are St Ann, Blackfriars and the nave of Austin Friars, which was used as a Dutch chapel.

Following the Great Fire (1666) those churches that were rebuilt generally occupied the same sites with broadly the same relationship to their churchyards, though many of the latter were reduced in size, as at St Lawrence Jewry. Some churches were destroyed in the Fire

and their sites became churchyards or were left as open spaces, as happened at St Peter Westcheap, St Laurence Poutney and St Mary Staining.

There was generally less upheaval in the 18th century, though church rebuilding at this time sometimes resulted in changes to the form and location of the churchyard, as at St Botolph Aldgate and St Botolph Bishopsgate. St Mary Woolnoth's churchyard had been built over by 1745.

Victorian infrastructure projects accounted for a large amount of alterations to the shape or setting of the City's churchyards. For instance, the creation of Queen Victoria Street saw the truncation and altered settings of many of the churchyards along its length, including St Andrew by the Wardrobe, St Benet Paul's Wharf, St Nicholas Cole Abbey and St Mary Aldermary. The building of the Holborn Viaduct did the same for St Andrew Holborn and St Sepulchre.

By the mid-19th century, the City's residential population was fast declining as people took advantage of improved transport connections to live in the developing suburbs. With the shift to a predominantly working population came the increasing disuse of many City churches. The 1860 Union of the Benefices Act provided for the closure and demolition of over twenty churches. Their sites were sold for redevelopment (the profit used to fund the construction of suburban churches) and their churchyards rarely survive.

In further recognition of the City's reduced residential population, several of the City churches were made Guild churches by an Act of Parliament (1952), affiliated with a particular Livery Company. This freed the churches from parish responsibilities in order to minister full time to non-resident City workers in the week.

Usage

As well as the burial of the dead the churchyards could serve other purposes. Archaeological evidence for 11th-century refuse-dumping has been recorded at St Lawrence Jewry. Some had wells, later made into pumps, where people gathered for water (e.g. St Bride Fleet Street, St Olave Jewry). Administrative meetings about parish or ward affairs were held in others (the 1339 wardmote for Farringdon Within was held in St Sepulchre's churchyard (Schofield p.75)). Preaching crosses were erected in some, such as St Michael Cornhill, where people came to hear open-air sermons. In this way they regularly functioned as formal and informal meeting places. Though their principal significance is funerary, these were places experienced regularly by the living for a multitude of reasons.

Closure for burials

By the 1840s and 1850s London's churchyards were overcrowded and it was believed their effluents – or 'miasma' – posed a significant health risk. Larger cemeteries outside the city were developed with the first, Kensal Green, being laid out in 1832. Six more followed, creating the 'magnificent seven' cemeteries culminating with the creation of Tower Hamlets cemetery in 1841. In 1855 the City Corporation laid out the City of London Cemetery and Crematorium on a site near Epping Forest for the same purpose.

Alongside this a series of Burial Acts were passed in the 1850s, enabling the Secretary of State to close metropolitan churchyards and make provision for burials to take place elsewhere. As a result, the remaining City churchyards were closed in the 1840s and 1850s, and some were cleared of burials, their contents reburied in the new City of London Cemetery or elsewhere.

Not all churchyards were cleared of burials. Where it did happen, burials were removed with varying degrees of thoroughness. In some cases, only the tombstones were cleared but the

ground left undisturbed. In others, the burials were removed from some parts of the churchyard but not others.

Where closed, provision was made for the churchyards to be laid out as public gardens and maintained by the local authority. Most were adapted for this purpose soon after their closure. The two churchyards of St Ann Blackfriars were closed in 1849 and laid out as gardens. St Botolph Bishopsgate was another early garden completed in 1863, apparently fenced with railings from Old London Bridge. By 1875 the majority of City churchyards had been converted into public gardens.

Churchyards belonging to churches not rebuilt after the Great Fire or demolished for another reason are affiliated with another active parish, such as the association of St John Zachary churchyard with St Anne & St Agnes. Some churchyards now lie below parts of the public highway. These are listed in the appendix [TBC].

Today, many of the City churchyards are in parish or Diocesan ownership and are maintained by the City Corporation.

References

- Lobel, M (ed) *The City of London From Prehistoric Times to c.1520* (OUP 1991)
Harding, V *The Dead and the Living in Paris and London, 1500-1670* (CUP 2007)
Jeffrey, P *The City Churches of Sir Christopher Wren* (Hambledon Press 1996)
Schofield, J *Saxon and medieval parish churches in the City of London: a review in Transactions volume 45* (LAMAS 1994)

Policy context

Churchyards are considered to be non-designated heritage assets¹. In addition, they are considered to form the settings of listed buildings and scheduled monuments where applicable and to contribute to the character of conservation areas.

National policies

Chapter 12 (Conserving and enhancing the historic environment) of the Government's **National Planning Policy Framework** (NPPF) has a number of policies relevant to churchyards. These include:

- 126** (setting out a 'positive strategy' for heritage assets in the Local Plan)
- 129** (identifying and considering significance in proposals for change)
- 131** (desirability of sustaining and enhancing significance in determining planning applications)
- 135** (non-designated heritage assets)
- 139** (non-designated archaeological assets).

planningguidance.communities.gov.uk/

Local policies

Chapter 7 of the **London Plan** includes policies relevant to churchyards:

- 7.8** ('Heritage assets and archaeology')
- 7.18** ('Protecting open space and addressing deficiency')
- 7.21** ('Trees and woodlands')
- 7.23** ('Burial spaces').

www.london.gov.uk/

The **City of London Local Plan** policies relevant to churchyards are as follows:

- CS10** ('Design')
- DM10.4** ('Environmental enhancement')
- DM10.8** ('Access and inclusive design')

- CS12** ('Historic Environment')
- DM12.1** ('Managing change affecting all heritage assets and spaces')
- DM12.2** ('Development in conservation areas')
- DM12.4** ('Ancient monuments and archaeology')

- CS19** ('Open Spaces and Recreation')
- DM19.2** ('Biodiversity and urban greening')

CS22 ('Social infrastructure and Opportunities') – in the sense that churchyards contribute to mental and physical well-being.

www.cityoflondon.gov.uk

¹ These are buildings, monuments, sites, places, areas or landscapes identified as having a degree of significance meriting consideration in planning decisions but which are not formally designated heritage assets (NPPF).

Key aspects of City churchyards

A City churchyard's special character is often delicately composed and stems from the interplay between the primary characteristics given below. It is important to recognise that these spaces contain important historic and archaeological evidence and support biodiversity. Their optimum management is best considered as a carefully managed balance of preservation and enhancement.

Boundaries

The boundary of a churchyard defines its physical extent and its treatment is a critical factor. The spatial integrity of a churchyard depends on the strength of its boundary definition – where the boundary is unclear or visible only as a mark in the ground, the churchyard 'bleeds' into the surrounding townscape and loses a great deal of its character.

Traditional iron railings and gates, such as at Christchurch Greyfriars, can impart a strongly civic effect. In locations where the railings are particularly ornamental, such as at St Mary Woolnoth, this effect becomes almost ceremonial. The railings of St Sepulchre Holborn, painted in the colours of the Royal Fusiliers (with whom the church is associated) are a key part of its identity. Railings can have intrinsic significance: those at St Peter Westcheap date from 1712 and incorporate very characterful ornaments, a rare example of decorated railings of this date. They benefit from allowing views through the boundary of the churchyard and out into the streetscape.

Railings are often mounted on a **boundary wall** (the gates on stone piers or other railings) and even when the railings are no longer present the wall defines the churchyard extent, as at St Helens Bishopsgate. Such walls are typically either stone or brick and capped with coping stones. Further examples exist at All Hallows London Wall, St Alphage, St Anne & St Agnes, St Mary-at-Hill and many others. Considered to be non-designated heritage assets, these walls make a significant contribution to a churchyard's character, providing a strong sense of enclosure and privacy that people value in churchyards.

Buildings can form churchyard boundaries and their elevations have an effect on the mood and character of a churchyard. At St Dunstan-in-the-West the glazed and tiled elevation of 185 Fleet Street contributes a great deal to the character of the space (along with the elevations of the church). Where a church is tightly hemmed in by buildings this can heighten the sense of enclosure – examples include St Bartholomew the Less, St Katherine Cree and St Mary Abchurch. A combination of enclosing buildings and a boundary wall or railings creates further emphasis – for example at St Mary-at-Hill or St Clement Eastcheap. At St Olave Jewry, the interplay between the surrounding red brick and stone elevations, black railings and narrow passageways produces a very special sense of place.

Poorly expressed churchyard boundaries are opportunities. Strengthening their definition strengthens the churchyard as a place. This should be considered in relevant development schemes. Many churchyard boundaries have historically been subject to incremental extension, and interpreting this should form part of any future works.

Levels & burials

The ground level of a City churchyard is often raised and this is normally because there are burials below the surface. Ground levels in churchyards lifted incrementally as people were buried in them. By the 19th century the small City churchyards had become full, prompting their closure on health grounds.

A churchyard's raised ground level is therefore an important indication of its former burial function that should be respected.

With the closure of the City churchyards for burials in the mid-19th century, some were cleared of their interments, though it should be noted that this was done with varying degrees of rigour. Some were totally emptied of bodies; some were emptied partially; some had only the tombstones cleared.

The presence of burials in a churchyard should be assumed unless it can be proven otherwise.

This aspect of City churchyards should not be overlooked and opportunities for interpretation should be taken in development schemes.

As a result of raised ground levels, many churchyards are without level access. Incorporating this presents challenges in spaces of such sensitivity, but all reasonable efforts should be made to accommodate all user groups while respecting the presence of burials and archaeology.

Landscaping

Within their boundaries, the surfaces of City churchyards are variable. Some are dominated by lawns and large planting beds, such as Postman's Park, Christchurch Greyfriars or St Michael Cornhill. Soft landscaping and planting schemes can be an integral part of the churchyards' character and are much valued as elements of greenery within the City. Some planting schemes reflect particular aspects of history, such as the herbs at St Olave Hart Street associated with the 16th-century botanist William Turner, who is buried there.

Other churchyards are almost entirely paved with materials of varying typology, age and quality. For instance, St Olave Jewry is laid with attractive historic granite setts, while the Temple churchyard is paved in smooth, worn York stone slabs. A particularly fine historic surface exists at St Mary Abchurch, where the Purbeck marble pattern dates to c.1838. Many churchyards have ledger stones in the ground surface – these are discussed separately below.

Some churchyards have poorer quality materials, such as the defective crazy paving at St Mary-at-Hill or St Peter Westcheap, and represent opportunities for renewal.

In any proposal affecting a churchyard the potential for reuse of existing materials should be carefully considered. They are generally of good quality and they should be retained in the interests of sustainability and for the contribution they make to the existing character of the place.

Monuments

Perhaps the most recognisable signs of a churchyard's former burial function are **funerary monuments** where they survive. They are present in many of the City's churchyards, either *in situ* or lining the inner boundaries (usually moved there following churchyard clearance), and include gravestones, ledgerstones, chest tombs, table tombs, wall-mounted plaques and funerary monuments of a more custom design. Their presence instantly indicates these churchyards' original purpose and as such form a fundamental part of their significance. Often they are the only clue that a space is a churchyard – an example of this is the lone gravestone in the former churchyard of St Augustine Papey. They add great interest and pathos to the churchyards.

Their condition is variable, ranging from intact stones with well-preserved inscriptions to severely eroded monuments with barely legible inscriptions. It is desirable for any proposals to make provision for the conservation of monuments in a City churchyard. The City

Corporation can provide guidance on the protection and conservation of churchyard monuments.

Churchyards can contain **other structures and objects** that add layers of interest to the space. The following list is not totally exhaustive but illustrates the variety of features these spaces can contain:

- the inner faces of boundary walls and associated gate piers
- raised planting beds
- steps
- statues, busts and sculptures e.g. the memorial to the publishers of Shakespeare's First Folio at St Mary Aldermanbury
- noticeboards
- plaques
- handrails
- war memorials e.g. the 1916 Jutland memorial at St Botolph Bishopsgate (grade II listed)
- drinking fountains and water features
- ramps
- the remains of buildings e.g. the church at St Dunstan in the East, St Mary Aldermanbury
- archaeology e.g. the exposed Roman and medieval City wall at All Hallows London Wall (scheduled ancient monument)
- traditional lampstands
- lead cisterns
- bollards

Another important aspect of the City churchyards is their links to notable people, which structures and objects can physically express. Examples include the tomb of 18th-century writer Oliver Goldsmith in the Temple churchyard and the statue of Elizabethan explorer Captain John Smith in Bow Churchyard. Most commonly plaques will bear witness to the associations of a particular churchyard.

Relationships to church

Most churchyards are bordered on at least one side by their associated church where it survives. The presence of the church forms an attractive architectural setting for the churchyard and straightaway bestows an identity on the open space. It emphasises the senses of piety and profundity that set the churchyards apart from other open spaces in the City.

There are some yards without churches. Importantly, some churchyards are the only physical evidence for City churches lost to the Great Fire, closure or Second World War damage. St Ann Blackfriars, St Augustine Papey, St Botolph Billingsgate and St Peter Westcheap are examples. The absence of a visual link to a church can make them harder to identify. However, many retain the features and special atmosphere common to most City churchyards.

Some are inaccessible to the public and appear under-used, such as St Botolph Billingsgate.

The peacefulness and seclusion of these spaces is one of their greatest contributions to an increasingly frenetic urban environment. Different uses within churchyards should take this into account. Commercial uses* may conflict with their special sense of place and do little to encourage people to linger there. On the other hand, these spaces provide a largely untapped educational resource that could be exploited for great public benefit. Alongside physical enhancement where appropriate, the churchyards could be used to impart information about the City's history and character to its workers, visitors and residents.

Using the Statements of Significance

An explanation of the format used for each churchyard entry is given below.

Regulatory context

Lists the 'intangible' aspects of each site: relevant planning designations such as statutory designations, Conservation Area, information on ownership and maintenance responsibilities, the relevant City Public Realm Area Strategy and classification as a site of local/borough/metropolitan importance for nature conservation.

Physical context

Lists the 'tangible' aspects of each site: size, its accessibility, whether burials are known to be present, whether it has trees, railings or gates, a summary of its archaeology, its principal structures, and relevant cross-references with the Open Spaces Critical Audit (2012) and the Rupert Harris churchyard structures survey (2007).

Physical description

A succinct description of the site's form, shape, orientation, boundaries, surfacing, contents and extent of greening; an impression of the individual character of each site.

History

A succinct account of the site's origins, subsequent morphology, significant associations and events, closure and conversion and any other information relevant to its present appearance.

Archaeology

A brief discussion of each site's archaeological potential and summary of any previous archaeological work, including evidence for burials and monuments.

Significance

An assessment of the significance of each churchyard in accordance with the *Conservation Principles* established by Historic England – the main framework used for assessing the significance of heritage assets in England.

Status

Lists recent, current or imminent proposals or situations that affect a churchyard's appearance, significance and amenity. Items noted here range from amenity issues such as noise, to planning applications, to level of usage.

References

Lists the specific sources used to write each churchyard statement.

Example statements

The full survey can be accessed at:
 W:\File Transfer\City churchyards statements of significance 2016

St Andrew Holborn



Regulatory context

Statutory Designations	Ownership	Maintenance	Area Strategy	Nature Class.
<ul style="list-style-type: none"> Setting of grade I church, grade II vicarage and grade II City Temple 	Guild church	City Corporation	Holborn	None

Physical context

Size	Access	Burials	Railings & Gates	Trees	Archaeology	Structures	OS ref	RH ref
-	Level access to church and churchyard Locked at night	No	Yes	In W space	<ul style="list-style-type: none"> Roman remains C19 burial vaults 	<ul style="list-style-type: none"> Ledgerstones War memorial Elaborate gates and stone piers Stone balustrades 	A3	A3

Physical description

North churchyard: A long, rectangular space set against the north wall of the church and extending from its east end to just beyond the west end tower. It is recently paved with York stone and has small York stone squares surrounding the burial slabs that lie at the foot of the north church wall. There is a retaining wall between it and the Holborn Viaduct that forms the north boundary of the church. This is of brick, capped with fine stone balusters with elaborate iron gates between stone pillars within an opening down to the churchyard, reached by a series of stone steps with the same style of baluster. The steps are supported on a brick structure with arches beneath. At the base of the retaining wall are planting beds with four benches backing onto them. This churchyard can also be accessed from the west end of the church through a small gate.

Western open space: This area is roughly 'q' shaped and comprises a modern arrangement of lawns, planting beds, benches and a series of trees. To the south and east the space is enclosed by a low brick retaining wall topped with black cast iron railings. It communicates with the churchyard by five steps. This was not strictly part of the churchyard proper, being until relatively recently covered by buildings (see below).

History

The site of the church lies outside the walled city and became part of the city from the medieval period. Records indicate an 'old church' here c.959 but the churchyard is not recorded certainly until 1348 (Schofield). In 1676 there were churchyards to the north and south of the main building. The churchyard to the north encroached into Holbourn Hill and retained this configuration until the 1860s when part of the north yard was purchased for the Holborn Viaduct scheme, which subsequently covered part of it. In 1870 the vicarage and associated structures were built by SS Teulon on part of the south churchyard. To the west, St Andrew's Street was driven through at the same time as the Viaduct. Immediately west of the church there were buildings on what is now an open space, formed post war following bomb damage. This was recently landscaped in 2014.

Archaeology

The churchyard has archaeological potential for Roman remains and 19th century burial vaults that were left in situ following a watching brief in 2001-2.

MoLAS identified a Roman rubbish pit under the tower in 2001-2, 135 sherds of pottery dated to 200-250AD, and the pit was observed to continue under the wall and foundations of the tower. Historic maps suggest the new church was built over the footprint of the old, so remains of the previous church may survive. There was extensive cemetery clearance during the later 19th Century. During an Archaeological Watching Brief (Sep 2014. Site Code: SAH14), very occasional remains of human bone were found in almost all of the monitored trenches. This confirms how substantial the 19th century clearance was. Just one 'in situ' burial was identified. 2 burial vaults were discovered adjacent to the north east entrance of the church, and following the line of the existing north wall. Site Code: SAH14.

Significance

Values from Historic England's *Conservation Principles* (2008)

St Andrew's is a particularly ancient church in the City, first mentioned in c.959 (**historical**). It has been used for burials from that time until the 19th century (**historical, communal**). The significant space is the remaining area of the churchyard to the north. The space to the west is a more recent formation, of lesser historic significance. The space to the south retains its open quality but is now used as a car park. The churchyards are variously framed with buildings by notable architects Wren and S.S. Teulon (**historical**). Unusually the churchyards are *lower* than their surroundings (**aesthetic**); this is down to the numerous 19th century infrastructure works, including the Fleet Valley improvements and Holborn Viaduct, that now girdle them (**evidential**). The northern churchyard has a formal quality created by its regular geometry, ornamentation of its stone baluster borders, formal staircase from the street and architecture of the church, providing a sympathetic and uncluttered setting for the north elevation (**aesthetic**).

Status

A landscaping scheme was successfully implemented in 2014.

References

[London Gardens Online entry](#)

Lobel; Schofield; Pevsner

St Bartholomew the Great



Regulatory context

Statutory Designations	Ownership	Maintenance	Area Strategy	Nature Class.
<ul style="list-style-type: none"> ▪ Setting of grade I church, grade II* 41-42 Cloth Fair, grade II* Gatehouse, grade II 39-40, 43-46 Cloth Fair and grade II 58-59 West Smithfield ▪ Smithfield CA 	Parish	City Corporation	West Smithfield	None

Physical context

Size	Access	Burials	Railings & Gates	Trees	Archaeology	Structures	OS ref	RH ref
	No level access to churchyard Level access to church	Yes	Yes	2	Roman Priory church foundations Lady Chapel foundations Tombs Vaults Burials	<ul style="list-style-type: none"> ▪ Tombstones ▪ Benches ▪ Ledger stones ▪ Steps to Cloth Fair 	A7	A7

Physical description

The churchyard is a roughly rectangular space extending from the face of the church to the rear of 58-59 West Smithfield. It is bordered by the pathway to the church and Cloth Fair. Edging the space is a paved pathway which encircles a lawn area with two large plane trees, planting and tombstones. The churchyard is raised in level and is accessed by steps up from the path to the church door. To the east is a garden framed to the north by the surviving priory cloister wall, dating to the postwar period when bomb damaged buildings were not rebuilt.

History

The church was founded outside the City wall at Smithfield by the Augustinian canon Rahere in 1123 and was an Augustinian Priory until the Reformation, when it became a parish church. The churchyard was in existence by 1244. The west churchyard was formed in 1543 on the site of the nave of the priory church that had been demolished (the path between the

gatehouse and church follows the central aisle of the nave). This space has had a roughly square or polygonal shape for much of its existence. Assumed closed for burials in the 19th century, when in 1855 the garden was laid out by Fanny Wilkinson, landscape gardener for the Metropolitan Public Gardens Association. Between 1886 and 1898 Aston Webb carried out works to the church that included the rebuilding of the frontages facing the churchyard. The present boundaries date from 1950.

Archaeology

There is archaeological potential on the site for Roman, later medieval remains, building foundations associated with the priory and later buildings on the site, tombs, vaults and burials.

Former location of the nave of the priory church which was demolished in 1539 and the churchyard created. The churchyard is significantly higher than the surrounding street level. Part of the churchyard was excavated in 1987. The earliest deposits recorded where Roman, and were sealed by later deposits through which a large number of burials had been made. Parts of the 14th century Lady Chapel were also identified, including features that may have been tombs or burial vaults.

Significance

Values from Historic England's *Conservation Principles* (2008)

The churchyard was used for burials from the 16th century to the 19th century (**historical, communal**). The site is of very high significance for its tangible roots in the Norman period; the space itself occupies the former site of the nave (**aesthetic, evidential**). It has numerous associations with important historical figures such as Rahere and the architect Austin Webb (**historical**) and with wider cultural events such as Bartholomew Fair (**historical**).

Status

N/A

References

[London Gardens Online entry](#)

Lobel; Pevsner

St Peter Westcheap



Regulatory context

Statutory Designations	Ownership	Maintenance	Area Strategy	Nature Class.
<ul style="list-style-type: none"> Tree Preservation Order on the Plane tree 	Diocese (?)	City Corporation	Cheapside	None

Physical context

Size	Access	Burials	Railings & Gates	Trees	Archaeology	Structures	OS ref	RH ref
-	No level access to churchyard	Yes	Yes	3	<ul style="list-style-type: none"> Roman remains Human remains Remains of the church 	<ul style="list-style-type: none"> Benches Ledger stone Tombstones Purbeck paving Signboard Planting bed 	B17	B17

Physical description

The churchyard is a square space enclosed by tall buildings on the north, west and south sides and a set of elaborate ornamental railings dated 1712 to the east, set into a low stone plinth (at the time of writing this is suffering from cracking caused by tree roots – the Rupert Harris survey contains a fuller diagnosis). The latter are elaborate and incorporate ornamental keys and a relief of St Peter holding the keys of heaven, with an inscription dated 1712 naming the churchwardens who donated the railings. Access is through a small gate to the right.

The area within the enclosure is somewhat defectively paved with some raised beds planted with evergreen groundcover and tree ferns. A large platanus tree (London plane) is the most striking feature after the railings, dominating the space. A row of benches and a bin line the western edge. The benches have plaques affixed reading: 'Provided by the Metropolitan Public Gardens Association'. The southern edge is slightly recessed from the building line to provide access to a vault through a gate from Wood Street. It is reached by gated steps spanned by a thin metal arch. There is a black ledger stone set into the ground immediately before it. This churchyard is separated from this thin strip of land by a low wall with a raised central section against which three tombstones are placed. A signboard with information about St Peter Cheap is prominently displayed to the east of the churchyard.

History

The church was established on the site of the churchyard by c.1115 (Lobel); it occupied this site until 1666 when it was destroyed in the Great Fire and not rebuilt, the parish being united with that of St Matthew Friday Street (when this church was demolished in 1885 its parish and that of St Peter Westcheap were joined with the parish of St Vedast). The yard in its present form was presumably thus established in the late 17th or early 18th century – the railings enclosing the churchyard to the east are dated 1712. The buildings to the south are notable as “almost the last survivors of the ‘least sort of building’ defined in the Rebuilding Act of 1667” (Pevsner). Further research is needed to establish whether burials were solely restricted to the present churchyard in medieval times or whether another burial ground was also used. The site was laid out as a public garden in the 19th century (LGO); in 1850 the large plane tree was planted, the oldest tree in the City. It appears in Wordsworth’s *Reverie of Poor Susan*.

Archaeology

There is archaeological potential on the site for:

- Human remains associated with the use of the churchyard for burials, as well as associated evidence of tombs and vaults
- Roman remains
- Foundations of the medieval church

Archaeological investigations in the vicinity have recorded evidence of Roman roads to the south and west of the site, with settlement evidence in addition to this. The medieval church was established by 1115 on the site of the later churchyard. It is likely that burials would have taken place within the nave and there is a likelihood of surviving evidence of the medieval church and later burials in the churchyard.

Significance

Values from Historic England’s *Conservation Principles* (2008)

The churchyard is tangible evidence for the former church of St Peter Westcheap, burnt in the Great Fire and not replaced (**historical**); the low buildings to the southern edge, dating in essence from this time, form a group with the churchyard (**historical, aesthetic**). Its raised level indicates its former use as a burial ground (**evidential, aesthetic**), a use further evident in the tombstones and ledger stones (**communal, aesthetic**). The particularly fine railings to the eastern boundary were donated by churchwardens in 1712 and have strong **aesthetic** and **historic** value. There are further significant associations with Wordsworth through the London plane tree, the oldest surviving in the City (**historical, communal**). Like Cheapside, the epithet ‘Westcheap’ derives from the Anglo-Saxon word *chepe* meaning market, reflecting former activity in the area.

Status

A landscaping scheme is proposed for early 2016. The churchyard is afflicted by heavy use as a smoking area.

References

[London Gardens Online entry](#)

Lobel; Pevsner

Conservation management strategy (forthcoming)

Appendices (forthcoming)

<https://content.historicengland.org.uk/images-books/publications/developing-local-assessment-toolkits-developing-standard-model-for-recording-cemeteries-and-burial-grounds/6358-cemeteries-report-mytum-2015.pdf/>

<http://www.london.anglican.org/kb/churchyards-and-wildlife/>

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TEST OF RELEVANCE: EQUALITY ANALYSIS (EA)

The screening process of using the Test of Relevance template aims to assist in determining whether a full Equality Analysis (EA) is required. The EA template and guidance plus information on the Equality Act and the Public Sector Equality Duty (PSED) can be found on Colnet at: <http://colnet/Departments/Pages/News/Equality-and-Diversity.aspx>

Introduction

The Public Sector Equality Duty (PSED) is set out in the Equality Act 2010 (s.149). This requires public authorities, in the exercise of their functions, to have ‘due regard’ to the need to:

- Eliminate discrimination, harassment and victimisation
- Advance equality of opportunity between people who share a protected characteristic and those who do not, and
- Foster good relations between people who share a protected characteristic and those who do not

The characteristics protected by the Equality Act 2010 are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership.
- Pregnancy and maternity
- Race
- Religion or belief
- Sex (gender)
- Sexual orientation

What is due regard?

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- It involves considering the aims of the duty in a way that is proportionate to the issue at hand
- Ensuring that real consideration is given to the aims and the impact of policies with rigour and with an open mind in such a way that it influences the final decision
- Due regard should be given before and during policy formation and when a decision is taken including cross cutting ones as the impact can be cumulative.

The general equality duty does not specify how public authorities should analyse the effect of their business activities on different groups of people. However, case law has established that equality analysis is an important way public authorities can demonstrate that they are meeting the requirements.

Even in cases where it is considered that there are no implications of proposed policy and decision making on the PSED it is good practice to record the reasons why and to include these in reports to committees where decisions are being taken.

It is also good practice to consider the duty in relation to current policies, services and procedures, even if there is no plan to change them.

How to demonstrate compliance

Case law has established the following principles apply to the PSED:

- **Knowledge** – the need to be aware of the requirements of the Equality Duty with a conscious approach and state of mind.
- **Sufficient Information** – must be made available to the decision maker
- **Timeliness** – the Duty must be complied with before and at the time that a particular policy is under consideration or decision is taken not after it has been taken.
- **Real consideration** – consideration must form an integral part of the decision-making process. It is not a matter of box-ticking; it must be exercised in substance, with rigour and with an open mind in such a way that it influences the final decision.
- **Sufficient information** – the decision maker must consider what information he or she has and what further information may be needed in order to give proper consideration to the Equality Duty
- **No delegation** - public bodies are responsible for ensuring that any third parties which exercise functions on their behalf are capable of complying with the Equality Duty, are required to comply with it, and that they do so in practice. It is a duty that cannot be delegated.
- **Review** – the duty is continuing applying when a policy is developed and decided upon, but also when it is implemented and reviewed.

However there is no requirement to:

- Produce equality analysis or an equality impact assessment
- Indiscriminately collect diversity data where equalities issues are not significant

- Publish lengthy documents to show compliance
- Treat everyone the same. Rather, it requires public bodies to think about people's different needs and how these can be met
- Make services homogeneous or to try to remove or ignore differences between people.

The key points about demonstrating compliance with the duty are to:

- Collate sufficient evidence to determine whether changes being considered will have a potential impact on different groups
- Ensure decision makers are aware of the analysis that has been undertaken and what conclusions have been reached on the possible implications
- Keep adequate records of the full decision making process

Test of Relevance screening

The Test of Relevance screening is a short exercise that involves looking at the overall proposal and deciding if it is relevant to the PSED.

Note: If the proposal is of a significant nature and it is apparent from the outset that a full equality analysis will be required, then it is not necessary to complete the Test of Relevance screening template and the full equality analysis and be completed.

The questions in the Test of Relevance Screening Template to help decide if the proposal is equality relevant and whether a detailed equality analysis is required. The key question is whether the proposal is likely to be relevant to any of the protected characteristics.

Quite often, the answer may not be so obvious and service-user or provider information will need to be considered to make a preliminary judgment. For example, in considering licensing arrangements, the location of the premises in question and the demographics of the area could affect whether section 149 considerations come into play.

There is no one size fits all approach but the screening process is designed to help fully consider the circumstances.

What to do

In general, the following questions all feed into whether an equality analysis is required:

- How many people is the proposal likely to affect?
- How significant is its impact?
- Does it relate to an area where there are known inequalities?

At this initial screening stage, the point is to try to assess obvious negative or positive impact.

If a negative/adverse impact has been identified (actual or potential) during completion of the screening tool, a full equality analysis must be undertaken.

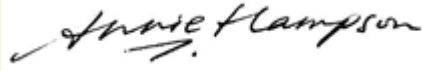
If no negative / adverse impacts arising from the proposal it is not necessary to undertake a full equality analysis.

On completion of the Test of Relevance screening, officers should:

- Ensure they have fully completed and the Director has signed off the Test of Relevance Screening Template.
- Store the screening template safely so that it can be retrieved if for example, Members request to see it, or there is a freedom of information request or there is a legal challenge.
- If the outcome of the Test of Relevance Screening identifies no or minimal impact refer to it in the Implications section of the report and include reference to it in Background Papers when reporting to Committee or other decision making process.

1. Proposal / Project Title: Historic Environment Strategy				
2. Brief summary (include main aims, proposed outcomes, recommendations / decisions sought): A suite of documents to update and collate CoL Historic Environment guidance in one place and to fulfil the CoL's obligations under relevant government policy (to set out a 'positive strategy' for the historic environment – NPPF 131).				
3. Considering the equality aims (eliminate unlawful discrimination; advance equality of opportunity; foster good relations), indicate for each protected group whether there may be a positive impact, negative (adverse) impact or no impact arising from the proposal:				
Protected Characteristic (Equality Group) <input checked="" type="checkbox"/>	Positive Impact	Negative Impact	No Impact	Briefly explain your answer. Consider evidence, data and any consultation.
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A – historic environment issues only.
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Whilst the strategy documents do touch on access issues for the historic environment, they only encourage the creation of better access where appropriate.
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A – historic environment issues only.
Marriage and Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A – historic environment issues only.
Pregnancy and Maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A – historic environment issues only.
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A – historic environment issues only.
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A – historic environment issues only.
Sex (i.e gender)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A – historic environment issues only.
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A – historic environment issues only.
4. There are no negative/adverse impact(s) Equality issues are absent from the strategy – the documents are about the historic environment and our understanding, appreciation and safeguarding of it.				
5. Are there positive impacts of the proposal on any equality groups? Please briefly explain how these are in line with the equality aims:				
6. As a result of this screening, is a full EA necessary? (Please check appropriate box using <input type="checkbox"/>)	Yes	No	Briefly explain your answer: No equalities impacts identified.	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
7. Name of Lead Officer: Kathryn Stubbs		Job title: Assistant Director Historic		Date of completion: 14 September 2016

Signed off by Department
Director :



Name: Annie Hampson

Date: 21 September 2016

Screening Statement

On the determination of the need for a Strategic Environmental Assessment (SEA) in accordance with the *Environmental Assessment of Plans and Programmes Regulations 2004* and *European Directive 2001/42/EC* of the:

Archaeology and Development Guidance Supplementary Planning Document

Sept 2016



Sustainability Appraisal/Strategic Environmental Assessment Screening for:

Archaeology and Development Guidance SPD

1. Purpose of Sustainability Appraisal (SA) / Strategic Environmental Assessment (SEA)
 - 1.1. The SEA Directive identifies the purpose of SEA as “ to provide for a high level of protection of the environment and to contribute to the integration of environmental considerations into the preparation and - adoption of plans and programmes with a view to promoting sustainable development” (Directive 2001/EC/42)
 - 1.2. Sustainability Appraisal (SA) is the process by which this Directive is applied to Local Plan documents. SA aims to promote sustainable development through the integration of social, environmental and economic considerations into the preparation of plans.
 - 1.3. The City’s Local Plan is subject to Sustainability Appraisal. However the 2008 Planning Act allows for Supplementary Planning Documents to be prepared without a full SA as long as they are screened to establish whether they will result in significant effects as defined by the SEA Directive.
 - 1.4. The SEA Directive exempts plans and programmes from assessment “*When they determine the use of small areas at local level or are minor modifications to the above plans or programmes...*” and states that “ *....they should be assessed only where Member States determine that they are likely to have significant effects on the environment.*”
 - 1.5. The criteria for determining the significance of effects are taken from schedule 1 (9 (2) (a) and 10 (4) (a) of the Environmental Assessment of Plans and Programmes Regulations 2004 and are defined in appendix 1. These can be split into the criteria related to (i) the scope and influence of the document (ii) the type of impact and area likely to be affected
2. Purpose of the Archaeology and Development Guidance:
 - 2.1. The key objective of this guidance is: To provide support in the interpretation of Local Plan policies relating to archaeological remains in the City by identifying the standards required of archaeological work within the City.
 - 2.2. This guidance is a Supplementary Planning Document which provides guidance regarding the City’s Local Plan policies for Ancient monuments and archaeology DM 12.4 and CS12.3.
 - 2.3. The London Plan and City of London Local Plan have been evaluated through the SA and Habitats Regulation Assessment (HRA) screening process, which incorporates the requirements of the SEA Directive, and have been found to be sound. This document provides details of how the City will apply the London Plan and Local Plan policies associated with ancient monuments and archaeology.
3. SEA Screening Procedure
 - 3.1. The Responsible Authority (the City of London Corporation) must determine whether the plan or program under assessment is likely to

have significant environmental effects. This assessment must be made taking account of the criteria set out in Schedule 1 of the Environmental Assessment of Plans and Programmes Regulations 2004 (see appendix 1), and in consultation with the Environment Agency, Historic England and Natural England.

3.2. Where the Responsible Authority determines that the plan or programme is unlikely to have significant environmental effects, and therefore does not need to be subject to full Strategic Environmental Assessment, it must prepare a statement showing the reasons for this determination.

3.3. Appendix 1 shows the results of this screening process for the Archaeology and Development Guidance SPD.

4. Screening and Consultation Outcome

4.1. This screening demonstrates that the Archaeology and development guidance SPD is unlikely to have significant effects on the environment. Therefore it will not be necessary to carry out a full SA/SEA on this document.

4.2. Each of the statutory consultees has been consulted on this initial screening statement and their responses are summarised below:

Consultee	Response
Environment Agency	Insert consultation responses
Natural England	
English Heritage	

5. Determination

6. The Archaeology and Development Guidance SPD is unlikely to have significant effects on the wider environment since it provides guidance on the implementation of Local Plan policies which will have largely positive impacts. Therefore it will not be necessary to carry out a Strategic Environmental Assessment on this SPD

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Committees Streets & Walkways Sub Committee – For information Planning and Transportation Committee – For decision Policy and Resources Committee – For information Cultural Hub Working Party – For information	Dated: 27 th September 2016 4 th October 2016 6 th October 2016 17 th October 2016
Subject: Cultural Hub - Look and Feel Strategy	Public
Report of: Department of the Built Environment	For Decision
Report author: Director of the Department of the Built Environment	

Summary

This report sets out a proposal to develop a distinct ‘Look and Feel’ Strategy for the public realm in the area covered by the City’s Cultural Hub, located in the north-west of the City (see map in Appendix 1).

Cities across the world are realising the importance of investing in their cultural infrastructure, from Hong Kong, to Los Angeles, to Paris, Berlin and across the UK. Against this backdrop, the positioning and unifying identity of the City of London’s Cultural Hub becomes increasingly important. The opening of the City’s new Crossrail stations in 2018, in particular, will present a once-in-a-generation opportunity for the Corporation and its partner institutions to capture new audiences.

The benefits of creating a coherent and unified scheme for lighting, greening, public art and other public realm improvements have been seen in the creation of cultural districts globally. The regeneration of Kings Cross is one recent, London-based example, in which public realm has contributed significantly to the economic regeneration of an area. The City’s ambitions for the Cultural Hub public realm will be given clear and demonstrable direction through a ‘Look and Feel’ Strategy, which will facilitate the delivery of change in the Cultural Hub area in the most efficient and coordinated manner.

The City has developed a vision for the Cultural Hub along with its four partners the Barbican, Guildhall School, London Symphony Orchestra and Museum of London, which states: ‘The City of London Cultural Hub – the creative heart of the Square Mile – is an internationally renowned, distinctive, vibrant and welcoming centre of arts, heritage and learning.’ That vision is now being developed with a branding and identity project to give the public communication of the Hub a clear focus, and this will inform the look and feel initiative. The Cultural Hub initiative comprises three main strands; Creative Content, Property and Public Realm; each will contribute to the public impact of the Hub.

The Cultural Hub vision and principles were used as the basis for developing a set of specific objectives to guide the look and feel of the Cultural Hub’s public realm during a key stakeholder workshop in April 2016. These objectives will provide the framework for a Look and Feel Strategy, similar to an Area Enhancement Strategy, which will guide a consistent design approach to public realm elements within the Cultural Hub area. The design approach will have regard to the adopted City policy

in the Public Realm SPD and technical guidance. Once completed, the Strategy will inform public realm works within the Cultural Hub. The key themes to be explored by the Strategy are:

- Lighting
- Way finding
- Public information
- Public art and place activation
- Greening
- Servicing, infrastructure and management
- Low Emission Neighbourhood (LEN)

A number of related activities in the Cultural Hub area will need the guidance provided by a Look and Feel Strategy within the next 12 months to align the City's preferred approach with the timing of key decisions on public realm design and projects such as Beech Street. This includes activities led by external parties (Crossrail Partnership), partner institutions (Museum of London) and activities within Department of Built Environment (Citywide Way-finding Review) and Town Clerks Department (Cultural Hub Identity and Branding Strategy).

In addition external partnerships are currently being scoped out with a range of organisations in the Cultural Hub area, and these will need to be involved in the roll-out of identity, wayfinding, and look and feel. This includes partnerships with neighbouring boroughs to ensure a consistent approach to the public realm and wayfinding- for example around Farringdon Crossrail station.

The 'Look and Feel Strategy' is an essential tool to enable the delivery of change on street in the Cultural Hub area in the most efficient and coordinated manner. An officer-level working party is proposed to be established to help guide the delivery of the Strategy, to realise the benefits, to ensure the project is undertaken in collaboration with relevant City departments, and to agree priorities.

The Strategy is to be fully funded from money allocated for Cultural Hub funding, from 2015/16 corporate underspend.

Recommendation:

Members are asked to: -

- **approve the initiation of the Look and Feel Strategy, utilising up to £350k from the Cultural Hub funding allocation in the Town Clerk's local risk budget, derived from 2015/16 corporate underspend; and;**
- **note that the release of each phase of funding will be authorised by the Town Clerk on the recommendation of the officer level working party overseeing this programme.**

Main Report

Background

1. The Cultural Hub, directed by a Cultural Hub Working Party and a Cultural Hub Programme Board, was initiated in 2013 and is guided by a vision and set of principles adopted by the Court of Common Council in 2015. The Working Party is exploring possibilities for the transformation of a place with outstanding arts institutions supported by the City of London Corporation, but which inhabits an underwhelming, tired and unwelcoming environment.
2. Much progress has been made over the past two years in exploring how to shape a distinctive, vibrant and welcoming cultural district for London. The core area of the Hub has broadly been defined and a “Vision for the City of London Cultural Hub” has been established. The Barbican and Golden Lane Area Enhancement Strategy has also provided a comprehensive analysis of the area, as well as developing outline principles for the Hub (see Appendix 2). A property strategy has been developed, and initial feasibility work on a priority project, improving Beech Street, is already being developed. Since the Area Strategy was completed, two major new potential projects have been initiated: a new Museum of London in Smithfield, and the possibility of a new Centre for Music on the present Museum site. Guiding all of this work is a governance structure for the Cultural Hub that utilises the in-house expertise of the City across the areas of creative content, property, and public realm. The public realm steering group has grouped its projects into four different work-streams, namely East-West Route, North-South route, Moorgate Quarter and the Cultural Hub Look and Feel (See Appendix 3). The full Cultural Hub programme is monitored and directed by the joint Member and Chief Officer-level Cultural Hub Working Party.
3. The arrival of Crossrail in 2018/19, bringing an estimated 1.5m additional people to within a 45 minutes journey of the City, will present an incredible once in a generation opportunity for the City of London Corporation and the core partners to capture new audiences. In order to welcome this new audience and attract it to the cultural offer, and to anticipate the future needs and provide coordinated approach for the public realm of this new cultural district, a strategy that clearly sets out the intended look and feel of the area is essential.
4. Accordingly, the need for a ‘Look and Feel’ strategy has been identified, led by the Department for the Built Environment, in collaboration with other relevant City departments in the Hub, and to be overseen by the Cultural Hub Working Party. This will plan and direct a range of improvements within the public realm, which are complementary to the approach adopted City-wide in the Public Realm SPD whilst allowing a distinctive, cohesive sense of place and sense of arrival to be created that will draw audiences to the cultural district. A look and feel workshop was attended on 20 April 2016 by key stakeholders from across the five core partner organisations in the cultural hub; with the purpose of establishing the main principles of the ‘look and feel’ of the area (see Appendix 4).
5. Since that workshop funding for the strategy stage of the project has been identified as part of a Cultural Hub funding provision from general underspend 2015/16.

Current Position

6. The City, having established the principal of transforming the area into a 'cultural hub', has built up considerable momentum in getting the project off the ground, which make the timing of the Look and Feel Strategy particularly pertinent now. There are currently a number of substantial projects being undertaken that will all contribute to the development of the area, in particular:
 - i. Crossrail, opening in 2018/19, will bring with it many more potential visitors to the area both from London and environs, and internationally with this area becoming connected quickly and easily to Heathrow. The City is liaising with Crossrail about a number of issues arising from this major development. Routes from Crossrail stations within and immediately outside of the City to cultural venues in the City will need to be fitting for a world class city. Crossrail is due to finalise its designs for its stations, public realm and wayfinding in the next year, with a considerable amount of work already undertaken to ensure the creation of distinctive and attractive arrival points with a sense of place that is beyond the functional requirements of moving people from A to B. There is now an opportunity to build on this work to deliver a wayfinding strategy and public realm design that is commensurate with the creation of a world class cultural destination.
 - ii. The Museum of London has recently announced the winner of the architectural competition for its new site, which is expected to be located on the western end of the Cultural Hub, at Smithfield Market. The designs for the site are now progressing and will have huge implications for the public realm in the area, as this site will bring many new visitors to that part of the City. Officers will work with the Museum to ensure that the spaces around the museum are fitting for its use and attractive to visitors whilst being sensitive to/aware of the operational needs of Smithfield Market and St Bartholomew's Hospital, and the Look and Feel Strategy will complement and enhance the Museum's plans. Equally, the plan for a Centre for Music on the current Museum site would involve improvements to the urban realm and transport infrastructure of the area, which would be aligned to the Look and Feel Strategy
 - iii. The City's Built Environment Department has Gateway 1 and 2 Member approval to undertake a Citywide Way-finding Review, which will investigate and deliver a fit-for-purpose signage system and complementary way-finding measures such as digital signage, lighting, and the use of cues and clues to aid navigation. This project includes a management system that enables future changes, and a funding stream for the ongoing maintenance of the City's signage. The Look and Feel Strategy will make recommendations on Cultural Hub-specific way-finding, which will dovetail in with the City's wider scheme, with the Cultural Hub work building on the Citywide Way-finding Review project.

- iv. Finally, funding for an Identity and Marketing/Communications Strategy was approved by Members in May 2016. This work will provide: a name for the Cultural Hub; a website; signage designs; a logo/ visual identity; and a detailed communications plan setting out the implementation of the new identity. This work has been progressing over the summer months and much of this will inform the Look and Feel Strategy.

Proposals

7. Staff costs are included in the total to cover the costs of staff from the Transportation and Public Realm division; Open Spaces; Barbican Centre and others. This project will use the in-house expertise of a number of different departments across the City. It is also proposed that funding is provided to employ a specialist agency/ agencies to assist the City of London Corporation in developing an effective Look and Feel Strategy for the public realm in the Cultural Hub.
8. The Strategy will comprise: research, stakeholder engagement, design options, trials, and recommendations for a coordinated approach for design and implementation. Recommendations from the identity and branding exercise that are linked to the public realm – such as colour schemes, lighting and visual cues - will be developed in this Strategy. Work will be undertaken across a range of areas:
 - a) Lighting. Innovative, sustainable lighting technologies and alternative approaches designed to enhance the feeling of the place, and that can be altered to meet different functions, will be considered. Understanding the specifics of lighting spaces that are architecturally distinctive, whilst simultaneously linking them together into a coherent look and feel, will be crucial to this work.
 - b) Wayfinding. The wayfinding in the area is notoriously difficult. The Strategy will recommend new signage, but also consider a broader approach to wayfinding: suggesting a variety of methods to make movement around the area much more intuitive. This piece of work will inform the Citywide Wayfinding Review ‘clues, cues and themes’ workstream, which will be undertaken in partnership with the City Public Realm team.
 - c) Public information. Concentrating on how to deliver information about the Cultural Hub to visitors, across many different platforms, the Strategy will consider the way information is portrayed about the Cultural Hub in a holistic way- from digital information both remotely and on site, travel information and physical signage placed on the street, whilst respecting the area’s heritage assets.
 - d) Public art and place activation. An approach to public art and place activation in the Cultural Hub, to maximise the investment in the public realm by generating activity in public spaces, will be created. The Strategy will set out principles for public art and place activation in the area, from

management of spaces and curatorial strategy to understanding how the art programme will engage with the users of the streets. Professional expertise will be necessary to deliver this public art strategy.

- e) Greening and Climate Resilience. There are opportunities for further greening, which will assist in reducing vulnerability to climate change, in the Cultural Hub. This work will assess how best to introduce trees, climate resilient planting and sustainable drainage (SuDS) to complement the cultural activities and increase the dwell time of visitors in the area. Working with the Open Spaces Department, an on-going management plan will also be developed to ensure the sustainability of the initiative, including for example the recent City Churchyards collaboration.
 - f) Servicing, infrastructure and management. The servicing, security, and other infrastructure required throughout the Cultural Hub public realm will be considered. Recommendations may consider timed closure of streets to accommodate different uses in weekdays, evenings and weekends. These developments will need to be managed alongside the needs of servicing residents, local businesses and the many audiences to key sites such as the Museum of London and the Barbican. Recommendations for the future management and operations specific to the Cultural Hub public realm will be put forward.
 - g) A Low Emission Neighbourhood (LEN) project has been approved that will include work-streams that crossover with the 'Look and Feel' Strategy. The LEN work will complement the broader, higher-level Freight Strategy and other strategic transportation initiatives being delivered by the Directorate of the Built Environment. Workstreams impacting the Cultural Hub area are expected to include: a 'zero emissions network' of local organisations; engagement with TfL about emissions from local buses; establishing a 'City Freight Forum' to reduce freight; new planning guidance and policies; new Non-Road Mobile Machinery emissions targets; a no idling zone set up; exploring access restrictions to Beech Street; possible loading bay restrictions; Electric Vehicle charging and cycle parking; a greening programme; the creation of an area-wide delivery and service plan; creation of a micro consolidation centre; new cycle quietways; and Zero Emission capable-only taxi ranks. Officers will consider the results of these workstreams and integrate them with the emerging Look and Feel Strategy.
9. The different workstreams will require a high level of technical knowledge in a wide variety of different subjects. Accordingly, the appointed consultants will be required to demonstrate their expertise across these areas, and sub-contracting or entering into partnerships with different consultants where appropriate. The work will be managed by the City Public Realm Team. In addition, other City departments will contribute their in-house technical knowledge where required – for example, the Barbican and Museum in relation to public art curatorial work, and DBE for highways/transportation issues.
10. An officer-level working party will be set up to guide the delivery of the Strategy. As a Cultural Hub project, the development of the Strategy is subject to the existing governance arrangements for the Cultural Hub, and therefore project

updates will be reported to the Cultural Hub Programme Board and Working Party on a regular basis.

11. The benefits of creating a coherent and unified scheme for lighting, greening, public art and other public realm improvements has been seen in the creation of cultural districts all over the world. The City's ambitions for the Cultural Hub public realm will be given clear and demonstrable direction through the Look and Feel Strategy.

Corporate & Strategic Implications

12. Work towards the transformation of the north-west of the City and the creation of a global cultural destination supports strategic objectives 2 and 3 of the City of London Corporate Plan 2015-19 and relates to one of the 'Key City Places' identified in the City of London Local Plan 2015. It further supports Key Policy Priority 5 within that document to 'Increase the output and impact of the City's cultural, heritage and leisure contribution to the life of London and the nation'.
13. The City has adopted a set of Area Strategies which set out the priorities for public realm projects. This Look and Feel Strategy is not an Area Strategy, but will sit alongside them, and will be linked to the Area Strategies which deal with the areas covered by the 'Cultural Hub'. For example, a number of the recommendations included in the City's approved Area Strategy for the Barbican and Golden Lane will be addressed through this Look and Feel Strategy. In addition, the West Smithfield Area Strategy, which is due to be reviewed, will be considered as part of the Look and feel work.

Key Risks

14. The key risks are:
 - Public realm in certain parts of this area is tired and in need of repair. Doing nothing will mean the area falls further behind.
 - The 'Do nothing' option risks audiences being drawn away by the increasingly dynamic range of activities in existing and new areas across London. Without a distinct look and feel the proposed new developments at West Smithfield, London Wall and Beech Street risk lacking cohesion. This could lead to audiences feeling further confused, disconnected, and less attracted to the area.
 - The City of London is minded to guard against uncertainty derived from the EU referendum results. The lack of investment in attracting tourism and visitors could leave the City behind other national or international cultural destinations.

Financial Implications

15. The estimated cost of developing and managing the programme is covered as part of the £350,000 (CoL staff costs and fees). This includes programme management, site surveys and assessments. The work is both wide-ranging and highly technical, and therefore a number of different consultants will be used, alongside a range of in-house expertise. It is anticipated that this extensive piece of work will be completed within approximately 12 months.

16. At this stage, indicative costs for the project are as follows:

Item	Estimated Cost (£)
External consultant fees	
Initial research, analysis, mapping, and consultation stage	35,000
Development of Strategy for: <ul style="list-style-type: none"> • Lighting • Wayfinding • Public information Art and place activation • Greening • Street furniture • LEN As detailed in Para.8 and 9.	125,000
Develop management guidelines for servicing, management, security	40,000
Total fees	200,000
Staff costs	
Including: City Public Realm (project management); Open Spaces; Barbican/ Museum; Other technical DBE advice. A number of partnerships across the City will be put in place to help deliver this work – see para. 8 and 9 above for detail.	
Research phase	30,000
Development of the Strategy and consultation	65,000
Development of management guidelines and consultation	55,000
Total staff costs	150,000
TOTAL COSTS	350,000

17. The consultant/s will be selected via a tender exercise overseen by the City of London Procurement Service. Given the wide-reaching scope of the project, tendering consultants will be invited to state how they plan to either sub-contract work or enter into partnerships with other consultants to present the right level of expertise in each distinctive area.

18. It is proposed that costs of up to £350,000 be allocated from the Cultural Hub funding allocation in the Town Clerk’s local risk budget, derived from 2015/16 corporate underspend.. The release of each phase of funding will be authorised by the Town Clerk following recommendation from the officer level working party.

Conclusion

19. The City of London's ambition is to create a new cultural destination that has his own character and is recognisable within the City. A specialist input is now needed to deliver a Look and Feel Strategy that will allow a coordinated approach to this work in tandem with the branding and identity work for the hub. It is therefore recommended that Members approve the proposals set out in this report.

Appendices

- Appendix 1 – Map of the Cultural Hub
- Appendix 2 – Cultural Hub Principles
- Appendix 3 – Cultural Hub Public Realm steering group programmes
- Appendix 4 – Key Principles of the Look and Feel Programme

Clarisse Tavin

Projects Officer

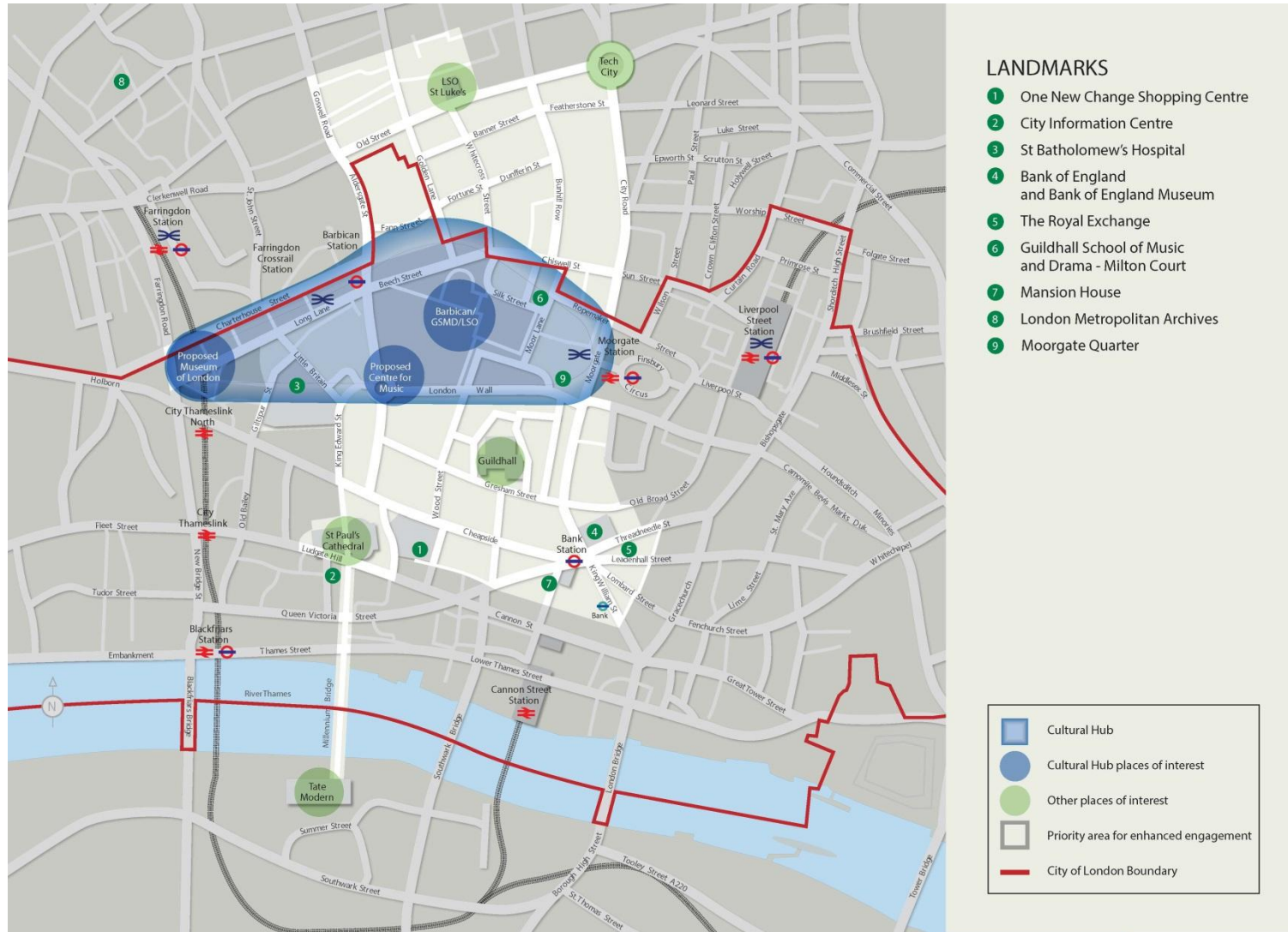
City Public Realm Team

Department of the Built environment

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Appendix 1 – DRAFT Map of the Cultural Hub



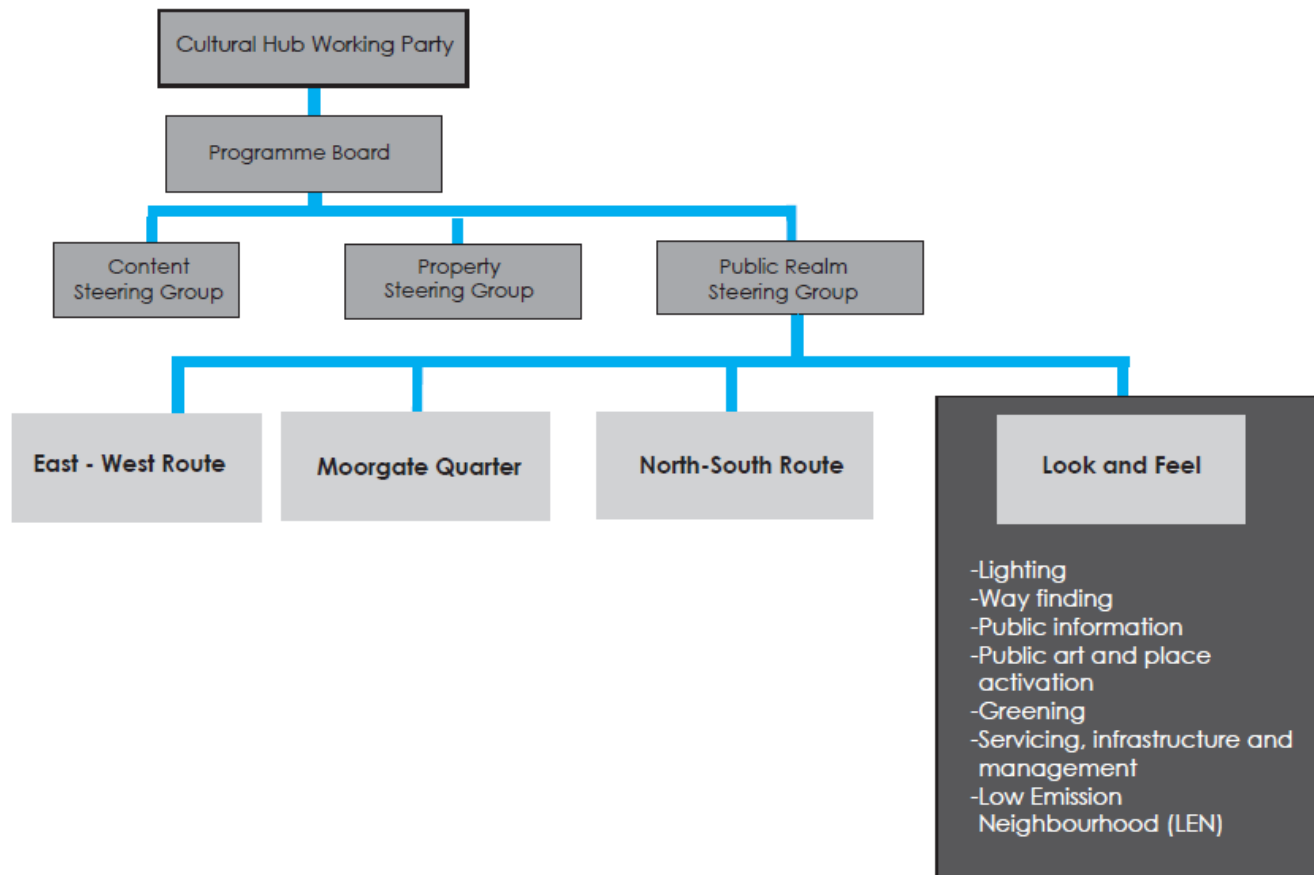
Appendix 2 – Principles of the Cultural Hub (Barbican Area Enhancement Strategy - 2015)

PRINCIPLES OF THE CULTURAL HUB

- 1 The cultural hub acts a cultural leader and pioneer; it explores, researches and experiments, promoting and showcasing new cultural forms and understandings of culture, as well as the highest international standards of cultural production and curation
- 2 The cultural hub recognises and celebrates the unique character and heritage of the area in which it is located
- 3 The cultural hub values and promotes the processes of cultural production, providing a supportive environment for artists, dancers, actors, musicians, designers, technicians, curators, and all of those involved in the creative industries
- 4 The cultural hub is committed to delivering the highest quality education, outreach and learning for all
- 5 The cultural hub is committed to enabling access to culture for all, and to providing a welcoming environment for the widest possible range of visitors, residents and workers
- 6 The cultural hub functions as a unified group of organisations, institutions and individuals, working together towards shared goals and subscribing to a set of shared values. (The cultural hub recognises that, through collaboration, its whole can be greater than the sum of its parts)
- 7 The cultural hub is an open-minded place, which willingly embraces new ideas and opportunities
- 8 The cultural hub is a physically accessible and connected place
- 9 The cultural hub explicitly communicates its vision and aims beyond the hub, and informs visitors about its events and facilities
- 10 The cultural hub celebrates the diversity of its partners, recognising their extensive range of skills, experience, viewpoints and resources that contribute to the hub's unique character

Appendix 3 – Public Realm steering group programme

Cultural hub - Public Realm steering group programmes



Appendix 4 - Cultural Hub - Look and Feel programme principles

Look	
LO1	That the Cultural Hub area will be the focus for a distinctive 'look and feel' across public realm, property and cultural content with key landmarks identified and promoted.
LO2	That new development and upgraded properties are designed to be welcoming and open, when cultural and public uses are proposed.
LO3	That information relating to cultural activities is visible and accessible to the public using the most appropriate media.
LO4	That the right type of lighting is provided in the right location at the right time.
LO5	That more high quality and greener public space exists for people to move through, dwell and enjoy.
LO6	That the brand strategy is represented in the aspects of the public realm including lighting and colours, digital infrastructure, street furniture, gateway entry points, intuitive way-finding, greening, public arts and events.
Feel	
FO1	That the area is a recognised part of London, known for its cultural activity nationally and internationally (also see LO6).
FO2	That the look and feel of the area successfully harnesses the distinct characteristics of places within it, highlighting attractive architecture and spaces and creating complementary 'zones' of cultural activity
FO3	That visitors want to come to the Cultural Hub area just to 'be' and experience the atmosphere, not simply to come in for a show and then immediately leave.
FO4	That the local economy is enhanced as a result of changes to the look and feel of the Cultural Hub area.
Function	
CO1	That a high quality network of public spaces is identified, enhanced and where necessary created to provide the location for positive, shared cultural experiences.
CO2	That the largest public spaces provide the focal point for congregation and are seen as the welcoming face of the area.
CO3	That unique and curated on-street cultural and learning programmes exist that successfully connect the content between the institutions and attracts a broad demographic, including local workers and residents.
CO4	That transport nodes are recognisable 'gateways' into the Cultural Hub and that information on the Cultural Hub is provided from platform to the door of the cultural institution (from platform to performance)
CO5	That first time visitors can find their way from key arrival points to the cultural institutions and main public spaces quickly and easily and that anyone in the Cultural Hub knows where they are or where they can find information to help at any point in their

	journey.
CO6	That a comprehensive and modern digital infrastructure exists to improve the interactive experience in the Cultural Hub.
CO7	That the Cultural Hub is actively managed to ensure high quality environment at all time (cleansing, servicing, highways safety, security and air quality).
CO8	That the design of public realm, whilst distinctive, remains consistent with City wide design policy and supports the need for robust maintenance and cleansing regimes.
Funding and governance	
GO1	That retail and leisure spend and ticket sales increase in the area resulting in a ring-fenced income stream to support on-going cultural activities in the area and higher level of active management (maintenance, cleansing and security) where this is required.
GO2	That all partners agree to participate fully and developing and implementing look and feel in the area and actively break down silos that lead to better outcomes.
GO3	That principles and tasks identified by partners in respect of look and feel in the Cultural Hub are priorities, owned, implemented and reported in a timely manner.

Committees:	Dates:	Item no.
Planning and Transportation Committee Projects Sub Committee	04/10/2016 11/10/2016	
Subject: Pay & Display Upgrade	Gateway 3/4/5 Detailed Options Appraisal & Authority to Start Work	Public
Report of: Director of the Built Environment		For Decision

Summary

Dashboard

Project status: Amber

Timeline: G4/5 Report (Sept), Mobilisation (Oct), Upgrade (Jan-Mar 17)

Project estimated cost: £100k-£227k

Spend to date: Nil

Overall project risk: Amber

Background

There are currently around 90 on-street parking Pay & Display (P&D) machines in the City offering customers the option to pay for parking by cash. A reduction of about a third is currently underway to reduce operational costs, mainly targeting places where there is more than one machine in close proximity.

These machines are now over 10 years old and approaching the end of their useful life. Machines are becoming more unreliable, spare parts are becoming harder to find and maintenance costs are increasing.

The public can use cash to pay for parking at these machines, or by credit card over the phone. Currently across the City just over 90% of transactions are made by phone, but that still leaves 76,000 cash transactions a year, taking £465,000.

Progress to Date

In March, the Planning & Transportation Committee agreed that both cash and mobile phone payment methodologies should be retained, and the remaining machines upgraded. Members supported the need to retain cash to minimise the equalities impact.

In April, the Gateway 1&2 report to Project Sub Committee authorised the project to move to Gateway 3/4, but subject to a further assessment of whether it was possible to remove the machines and move to a 'phone payment only' option. It also noted the need for an Equality Impact Assessment to be completed.

Proposed Way Forward

Since the last report, officers have focused on three areas of assessment:

- The implications of moving to a fully 'mobile payment only' service;
- An assessment of current cash vs phone payments in the City;
- The experience of other parking authorities in managing mobile payment services.

In summary, this assessment has found that:

- Removing cash as a option removes all resilience from the parking operation in the event the ‘mobile phone’ solution fails; it has a negative impact in terms of equalities; the City has few ways to maintain a retail cash payment alternative; and without a general tariff increase, moving to ‘mobile payment only’ would increase the cost of the service.
- Some parts of the City have seen a major shift to using phone payment (in some places over 98%) and here a fully cashless service could be implemented, but in other areas cash usage is as much as 20%, and here removing cash is unlikely to be welcomed by the public.
- The universal experience of other authorities who have sought to remove cash payment on-street is that they have still had to satisfy a public demand by offering another cash payment alternative. For example, Barnet had to reintroduce P&D machines, and Westminster had to install on-street payment terminals that still take cash.

In conclusion, the mobile payment operators do not recommend using their services as the only payment method, and without the retail cash payment options (such as PayPoint) available to others, a full ‘phone payment only’ solution in the City would carry significant operational and equalities risks.

However, upgrading all the existing machines at this point would not allow the City to test whether drivers parking in the Square Mile are ready to embrace a full ‘mobile payment only’ solution.

Therefore, it is proposed to select areas in the City to move to a ‘phone payment only’ solution based on the current assessment of ‘mobile payment’ usage and monitor public reaction, and where a high degree of cash usage remains, the existing P&D machines will be upgraded. This minimises the impact where cash usage is high, and tests the public’s reaction and operational implications of moving long-term to a fully ‘phone payment only’ solution.

Recommendations

It is recommended that Members agree:

- to upgrade those machines where cash usage remains high in order to address the underlying maintenance issue of aging machines in those areas;
- run a six month cashless trial in areas with very low cash usage in order to gauge the impact and public reaction;
- report back to Members on the results of that trial before deciding to continue with further upgrades or a wider removal of cash payment, albeit should there be immediate adverse consequences of introducing the trial, officers would report this back to Members more quickly.

Main Report

1. Design summary	<u>Implications of ‘Mobile Payment Only’</u> Service resilience: Surveys have suggested that there is mobile phone coverage at the current P&D locations, but relying on ‘mobile payment only’ would leave no resilience in the event of failure, either by the pay by phone system, the phone network
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or an individual's phone. As a result, the phone payment providers do not currently recommend this as a single payment solution.

Equalities Impact Assessment: The EIA has been completed and suggests a negative impact from the removal of all cash payment machines, particularly for the disabled & elderly. An EIA for the removal of some machines (but still retaining some for cash payment purposes) amended this assessment to Low.

Alternative cash payment outlets: In all the case studies we have looked at where a local authority has removed cash payment from P&D machines, the local authority has still offered a cash payment alternative, and in some cases, machines have even been reintroduced due to a significant negative reaction from the public following the removal of cash.

The alternatives to cash have included on-street cash payment terminals, using PayPoint in retail outlets and selling scratch cards in libraries, but local authorities have only tended to remove P&D machines if this alternative was available nearby. For the City, PayPoint in particular is not a feasible alternative as there are very few PayPoint retailers in the City, and fewer still that are open on Saturday mornings when parking still needs to be purchased.

Cost of the service: In line with the vast majority of phone payment authorities, the City currently pays for the phone payment service through the use of a 20p per transaction convenience fee paid by drivers for using this optional service. If the cash option were removed, making phone payment a compulsory requirement, the standard parking tariff would have to be increased to cover this sum, otherwise the true cost of running the phone payment service (around £100k) would outweigh the saving from P&D machine maintenance and cash collection costs (£85k).

Assessment of cash usage vs phone payment in the City

It has been suggested that City drivers in general are technology-savvy and are used to using phone and web payments for things like the Congestion Charge. This implies they are highly inclined to prefer using phone payment for parking, and so may be more willing to accept a shift to a fully cashless payment system.

This may be the case, but our evidence suggests there is a significant variation in the current ratio of phone payment to cash in different parts of the City, from below 2% using cash in some areas to over 20% in others. This would imply that the image of a typical City driver is not necessarily universal.

High Usage: Around 1/3 of the City's parking zones take around 10% in cash, with some even reaching as high as 20%. In these locations, the impact of removing cash payments is likely to be significant. Analysing those areas, they tend to be:

- on the City fringes near residential areas (Baltic St, Fann St, Golden Lane)
- near the Temple (Whitefriars St, Watergate, Temple Ave, Carmelite St)
- a central block (Watling St, Queen St, Old Jewry, Russia Row)
- around Liverpool St station (Liverpool St itself takes over 20% in cash)

Low Usage: Equally, about 1/3 of locations take less than 2% in cash, and here the impact associated with removing cash would be minimal. These areas are more randomly spread, but one concentrated area is around Guildhall, where cash usage in Aldermanbury, Gutter Lane, Gresham St and Wood St is all under 2%.

Overall: This assessment would suggest that although much of the City is business focused and might be assumed to be moving away from cash as a payment method, there are some parts of the City where social conditions or business needs are driving a different form of behaviour. Residential areas still show a reliance on cash of up to 20%, as do other areas where short duration, low value transactions are more the norm.

Experience elsewhere

Westminster: WCC decommissioned all their P&D machines in 2014, but as a result of a high number of social exclusion concerns, they replaced a third of the P&D machines with on-street payment terminals. These still take cash but instead of issuing a ticket to the driver, they send the payment and car registration details to the phone payment database, which registers the payment there. In addition, WCC still offer the option of paying for parking using scratch cards from libraries, post offices and e-pay outlets, and this accounts for around 5% of transactions.

Islington: LBI are looking to gradually reduce the number of P&D machines in the borough, but they have decided they will only do this after making sure that alternative payment options are available. As a result, they still have a significant number of cash machines on-street whilst looking at a PayPoint option through as many as 200 retail outlets.

Barnet: Barnet took the decision to remove all P&D facilities in favour of a 'mobile phone' service 18 months ago, but this decision was reversed in response to a high number of complaints, and a significant number of P&D machines were

	<p>reinstalled.</p> <p><u>Proposed way forward</u></p> <p>The project could proceed on the basis of upgrading all the existing machines, which would ensure all the machines remain operational in the medium term, even where cash usage is extremely low. This would cost the full project budget of £227k, and would not allow the City to test whether drivers parking in the Square Mile are ready to embrace a full 'mobile payment only' solution.</p> <p>The project could also move to a full 'phone payment only' solution; this would meet the Smart City agenda, but it also has significant risks around resilience of the parking service, the impact on those who still choose to use cash, and it would have equalities implications.</p> <p>It is therefore proposed to select areas in the City to move to a 'phone payment only' solution based on the current assessment of 'mobile payment' usage, undertake a six month cashless trial and monitor public reaction.</p> <p>Meanwhile, the machine upgrade will be completed in locations where a high degree of cash transactions remain. This approach tackles the machine maintenance issue where cash usage remains high, but limits the project's immediate spend and tests the public's reaction (as well as the operational implications) of moving long-term to a fully 'phone payment only' solution.</p> <p>Officers will then report back to Members on the results of the cashless trial before deciding to continue with further upgrades or a wider removal of cash payment. However, should there be immediate adverse consequences of introducing the trial, officers would report this back to Members more quickly</p>
<p>2. Delivery team</p>	<p>The project will continue to be delivered by the Transportation & Public Realm team within the Department of the Built Environment, using the City's current specialist supplier of Pay & Display equipment, HUB.</p>
<p>3. Programme and key dates</p>	<p>Project approvals: October 2016</p> <p>Mobilisation & placing orders: October 2016</p> <p>First phase upgrade: January - March 2017</p> <p>'Phone payment only' trial: April – September 2017</p> <p>Review & report to Members: End 2017</p>
<p>4. Outstanding risks</p>	<ul style="list-style-type: none"> • Significant adverse public reaction to the removal of the cash payment option in the trial areas • Single point of failure for parking payment in the cashless trial areas
<p>5. Budget</p>	<p>In terms of resources used so far, all staff time has been (and</p>

	<p>will continue to be) covered by existing resources.</p> <p>If agreed, the equipment upgrade cost would also be met from existing resources, with the first phase upgrade (recommended above) likely to involve around 22 machines at first, costing approximately £88k of the originally identified maximum project spend of £227k.</p> <p>There will be additional minor costs of the cashless trial in relation to new signage and advertising, but again these are expected to be covered by existing resources</p> <p>Finally, as cash payment will still be an option for much of the City, the 'convenience fee' approach to pay for the 'mobile payment' service will be retained without the need to raise the general parking tariff.</p>
6. Success criteria	<ul style="list-style-type: none"> • The upgrade of the equipment in those areas where cash is still heavily used will be completed by the end March 2017. • The cashless trial to be introduced by April 2017, with a report to Members after six months.
7. Progress reporting	A report will be made to Members on the results of the cashless trial by the end of 2017.

Contact

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Committee(s):	Date(s):
Streets and Walkways Sub Planning & Transportation Policy & Resources	27 September 2016 4 October 2016 6 October 2016
Subject: Major Highway Works for 2016/17	Public
Report of: Director of the Built Environment	For Information
Summary	
<p>As predicted in last year's report, the volume of activity taking place in the Square Mile has placed increasing demands on the City's highway network. In particular, the sheer scale of schemes such as Crossrail, the Bank Northern Line upgrade and the imminent Thames Tideway project means that long-term co-ordination of works is vital to keep the City moving.</p> <p>In addition, the City currently has the largest volume of building development taking place since 2008, and although this is traditionally the sign of a thriving Square Mile, this activity brings with it a need for road space, additional streetworks connections and additional heavy vehicle traffic.</p> <p>The most significant impact on the City's road network in the last 12 months has been the construction and subsequent operation of TfL's cycle super highway, and although it is too early to reach definitive conclusions, observations would suggest that areas of traffic congestion can frequently be found on those roads directly affected by the scheme, and a degree of network resilience to absorb other temporary activities has been lost as road capacity has been reallocated.</p> <p>Otherwise, the City has a statutory responsibility to minimise disruption as part of its Network Management Duty, and so officers will continue to work to ensure the co-operation of major project sponsors, utility companies and developers in co-ordinating their works and minimising disruption. The key objectives remain:</p> <ul style="list-style-type: none"> • balancing the need to keep projects on track with the need to minimise congestion and limit the impact on traffic and pedestrians (especially vulnerable road users); • ensuring the needs of the City's wider stakeholders (ie businesses, residents and visitors) are also considered; • maximising the opportunity to combine works together to minimise their overall impact; • working with Transport for London and our neighbouring authorities to ensure the needs of the wider transport network are considered. <p>Key to that effort remains:</p> <ul style="list-style-type: none"> • the close level of contact established by officers with individual utilities, developments and projects; 	

- the ability of officers to find, influence and negotiate innovative solutions to construction problems and programmes with contractors;
- understanding, programming and managing the City's own long-term programme of projects;
- continuing the development of the City's various communication channels through which upcoming activities are publicised.

Recommendation(s)

Members are recommended to receive this report.

Main Report

Background

1. The Highways team within the Transportation and Public Realm Division of the Department of the Built Environment (DBE) is tasked with co-ordinating all major activities on the highway, and has officers involved in negotiating, approving and facilitating the extent and timing of:
 - All road closures and diversions
 - Major building site operations, including mobile crane works
 - Special events, including the Lord Mayor's Show
 - Street works by utilities
 - Major street scene and transportation projects by the City
 - Resurfacing & highway repairs by the City's term contractor, JB Riney
 - Works by major transport infrastructure providers, such as Crossrail
 - Works by TfL on the 'Red Routes', and by the City's neighbouring authorities on the City fringe
 - Large scale deliveries and building removals through the parking 'dispensation' system
 - Large film shoots and outside broadcasts
 - Parking bay suspensions
2. To deliver this function, officers have well-established links with the City's Environmental Health and Highway Structure teams, the emergency services, Transport for London and other key City stakeholders so that information can be shared, co-ordinated and publicised to the general public.
3. The demand for room on the City's streets remains high, and officers try to accommodate the needs of applicants and works promoters whenever they can. However, the Highways team seeks to ensure that the needs of the public are not forgotten, and that a balance is struck between their needs and those of the works promoters.
4. As an example, when considering road closures, the following general approach is adopted:

- no works are allowed that directly conflict with each other;
- no diversions that use the same streets;
- no parallel streets to be affected;
- local access to be maintained as much as possible;
- ideally two 'north / south' and 'east / west' routes through the City to be kept clear of disruption at all times;
- no more than four major daytime closures in the City at any one time, ideally spread across the Square Mile (albeit this number may have to be reduced as a consequence of changes in network capacity from schemes such as the cycle super highway).

Limitations to the Consent Process

5. The City exercises its authority to control activity on-street through the issue of scaffold & hoarding licences, permits to dig up the street, traffic orders to allow roads to be closed, approval of Construction Logistics Plans for developments, and the agreement for parking dispensations & bay suspensions for lorries to deliver.
6. However, the City has to act reasonably in exercising these powers, and its ability to control the pace and detail behind major works has a number of limitations. This can often mean using the power of influence to co-ordinate and manage that activity, rather than what might be a limited regulatory authority. For example:
 - The utilities retain wide-ranging statutory powers to excavate the highway; the City's authority is more about timing and impact than the works per se.
 - A developer can decide when they wish to trigger a planning application that leads to a major building site, and highway reparation or enhancement works around the site typically need to be delivered before the building is occupied.
 - As Strategic Transport Authority, TfL have the authority to implement Mayoral transport policy such as the construction of the cycle super highway on their road network.
 - Crossrail, the Bank Northern Line upgrade and Thames Tideway come with bespoke powers enabled by Acts of Parliament that assume primacy of their works over other projects. They disapply many of the City's normal controls, and are deliberately drafted to limit the ability of a local authority to prevent, delay or control those works.
7. Where the City does have full control is obviously in relation to its own works, and these are programmed to ensure they only proceed with a full understanding of their scale, timing and impact on-street, plus any consequences for network resilience. That means looking to avoid other major projects and works on-street, or equally the main special events.

Current Position

Activity Levels

8. The first half of this report looks back at the last year, and despite the volume of street works in the City remaining more than 30% below pre-Olympic levels, the demand for space on the City's highway network has continued to be tested by the largest concentration of major construction initiatives in the Square Mile for many years. Overall, those works can be categorised into four areas:
- Development activities
 - Major transport projects
 - Utility works
 - City of London works
9. Although utilities are traditionally thought to be the main source of disruption to the highway network, the scale of major projects such as the cycle super highway, Crossrail, Bank Northern Line upgrade and Thames Tideway has changed that profile. Such projects have had a wide ranging impact, but the City is also enjoying the largest boom in building development since 2008, and although this is usually to be welcomed as a sign of a healthy City economy, the current concentration of development requires road space for scaffolds, hoardings, lorries and logistics, as well as associated utility connections.
10. The table below shows the breakdown of road closure applications by source over the last six years.

Road Closure Application Volumes

Type / Year	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
Developments	145	99	107	101	155	231
Utilities	96	68	52	62	67	89
Emergencies	48	92	69	26	57	68
CoL	47	22	25	40	85	89
Other	11	18	8	3	18	17
Total	347	299	261	232	382	494

11. The continuing surge in development activity has fuelled an increase in building-related applications of more than 130% in the last two years, and although most of these applications are for side streets and at weekends (for things like crane operations), a significant number are for much longer periods to facilitate day to day construction activity.
12. In parallel, the number of road closure applications from utilities has increased by a third in the last year, which is also thought to be linked to development activity as most developments require upgraded and diverse supplies from multiple utilities.

13. The table also indicates that last year's increase in road closure applications by the City itself has been maintained. This results from a more proactive approach to highway maintenance issues, where additional funding has been secured to deliver essential road resurfacing and repairs. However, in contrast to building sites, these closures are typically short term and confined to evenings and weekends.
14. As in previous years, officers continue to identify opportunities to combine works from different contractors, thereby reducing the need for yet more closures. This resulted in 584 days of disruption saved on the network between January and July this year - an exceptionally high number for any highway authority - and reflects the pro-active forward looking approach by officers and the level of co-operation by utilities in using round table discussions to draw out medium and long-term works plans.

Traffic Congestion

15. The first half of 2016 saw the delivery of a number of major highway schemes, including:
 - the north / south and east / west cycle super highways by TfL
 - a major gas main upgrade in Newgate Street by National Grid Gas
 - power supply connections by UK Power Networks in Old Broad Street for the Angel Court development
 - the closure of Liverpool St bus station for Crossrail works
 - the closure of the Fenchurch St / Leadenhall St / Aldgate junction for the final major road element of the City's Aldgate scheme.
16. Even with careful advance planning and publicity, each of these works inevitably created pockets of congestion that had to be addressed. One example was the closure of Newgate Street, which in the past had been successfully managed with a diversion through Ludgate Circus. However, with the cycle super highway reducing capacity at that key junction, traffic congestion was greater than previously experienced, and this led City officers, Members and TfL colleagues to identify and implement a new box junction at Ludgate Circus, adjust four bus diversion routes to create capacity, and increase parking enforcement coverage at pinch points, all to mitigate this effect.
17. With so many temporary activities needing to be accommodated, it can be difficult to appreciate and understand the real background level of traffic congestion, but a dedicated officer was brought in and tasked with monitoring the road network in the past six months to try to identify consistent hotspots, and to tackle those hotspots in real time as best they can.
18. To begin with, those observations suggest that the number of occasions when traffic is actually at a standstill is really very low, and when it does happen, the cause is usually traceable to one-off incidents such as a vehicle collision, a badly parked lorry or another form of temporary activity. An example of this

was the fatal accident on 29th March that closed Old Street and Great Eastern Street, causing gridlock as far away as Aldgate.

19. Nevertheless, it is accepted that slow moving traffic can be a regular feature of some localised parts of the City, although by contrast other parts of the City can equally flow freely on most days. Observations would suggest that when the network is free from other disruptions, congestion generally happens in the same geographical areas, and is slightly worse in the afternoon peak as traffic leaves both the City and the West End together (see Appendix 8).
20. In terms of those localised areas, they can typically be divided in two, namely the Bank junction and its approaches, and those streets affected by the cycle super highway.
21. The capacity issues at Bank have, of course, been known for some time and are linked to the very nature of the junction and the safety of those who use it. Together with the Monument junction (see below), Bank remains a key pinch point for the City's network, and as Members are no doubt aware, a project is already underway to consider how best to approach the issue of making the junction operate more safely and efficiently. Interestingly enough, the Crossrail project's closure of Moorgate has had a beneficial impact at Bank as this has removed pressure from the Princes Street approach, which in turn has reduced congestion at the junction.
22. Away from Bank, one other consistent theme from our observations has been traffic congestion on those streets carrying the north / south and east / west cycle super highways (Farringdon St / New Bridge St and Upper / Lower Thames St respectively), as well as the primary alternative to the east / west route from Fleet Street to Great Tower Street via Ludgate Hill and Cannon Street.
23. That impact is particularly felt at two locations, namely:
 - Monument junction, which is having to balance normal traffic flows of a five way junction with the additional impact of the Arthur Street closure (by TfL), the Tooley Street closure (by Network Rail), a lane closure on London Bridge (for the redevelopment of 33 King William Street) and displaced traffic from the east / west cycle super highway. This will be further complicated by the upcoming diversion for the City's closure of Tower Bridge from October.
 - Ludgate Circus, which now has to accommodate new signal phases as well as an 'all red' pedestrian element for the cycle super highway. This has affected the capacity on all four arms, resulting in queues on the approaches extending further than before, and reducing the junction's ability to cope with other temporary activities on the network.
24. As noted earlier, Monument junction remains a key consideration in the overall Bank project, and TfL's attention will no doubt return to Ludgate Circus once Newgate Street reopens following the completion of the gas works there. However, it is understood that TfL will continue to dynamically fine-tune the balance of traffic signal timings at both locations in response to local conditions.

25. Otherwise, TfL continue to do their own monitoring in relation to both general traffic congestion and the impact of the cycle super highway, and some of that information is shared with City officers on a daily basis. These Network Performance Reports largely support our observations of localised traffic congestion on certain routes, but on the wider front, they also suggest that traffic congestion across central London is still limited to known major pinch points (often influenced by construction works), and in other areas the network performs well with a high degree of journey time reliability.
26. Finally, as mentioned earlier, this year DBE has had a dedicated officer troubleshooting issues that might be the cause of slow moving traffic, as well as monitoring the network to identify weekday congestion hotspots. This is primarily done using the City's CCTV coverage, but problems are often investigated on the ground and solved through liaison with any number of key stakeholders, such as:
- Requesting additional parking enforcement from the City's parking contractor, asking for Civil Enforcement Officers to attend to vehicles parked in contravention
 - Contacting TfL's Road Traffic Enforcement Officers for assistance on the Red Routes
 - Highlighting information to be put out via the City's social media channels
 - Seeking assistance from fellow City officers in relation to streetworks and building sites under the umbrella of the Considerate Contractor Scheme
 - Contacting TfL to report traffic signal faults or requesting TfL's Traffic Control Centre to adjust traffic signal phasings
 - Liaison with the City Police regarding the appropriate response to incidents and accidents

Details of Major Works and Schemes 2016/17

27. The second half of this report looks ahead to the major works expected to take place in the next 12 months from October 2016, including details of how officers have sought to assess, co-ordinate and influence each project in turn. Summary details can be found in the appendices to this report, including an outline calendar of major works proposed in 2016/17 and a map of the locations of these various projects.

Major Transportation Projects

Crossrail

28. Crossrail continues to have a major presence in the Square Mile, but thanks to the close co-operation between the City and the five surface-level construction sites at Moorgate, Liverpool Street, Blomfield Street, Finsbury Circus and Lindsey Street, complaints from the public remain at a very low level, and its impact has been 'manageable'. The scale of the project may be

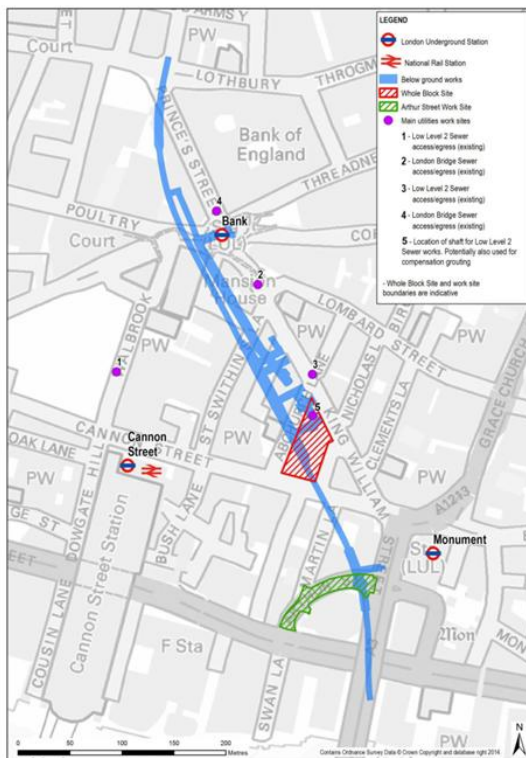
much larger than a 'normal' set of building sites, but Crossrail has managed to become part of the background activity in the City.

- 29. Moorfields, Moor Place, Finsbury Circus (west arm), Liverpool Street (west), Hayne Street and Charterhouse Square (westbound) all remained closed throughout the last year, and will likely stay closed until the completion of the project. In a repeat of an earlier closure, Moorgate (southbound) closed again in July to facilitate the station construction, and this is currently expected to be in place until March 2017.
- 30. Now marking five years of close liaison and co-operation, Crossrail and the City continue to meet fortnightly to plan and review the project's highway works, and Crossrail continues to recognise that without this level of commitment, the project would be well behind schedule and have had a far more disruptive impact on City life.

Bank Northern Line Upgrade

- 31. This project will deliver a new Northern Line tunnel for Bank station by 2022, plus a new ticket hall in Cannon Street, various new interchanges underground, and lift access from street level direct to the Docklands Light Railway.
- 32. At surface level, the project now has two main worksites, namely Cannon Street for the new station entrance and Arthur Street, where a new shaft will connect to the tunnelling operation.

Bank Northern Line Upgrade: Works Location Plan



- 33. TfL have had Arthur Street closed for some time to move the utilities in the highway and to start the shaft's construction, and they have now started

demolition of the building above the second construction site, closing both Abchurch Lane and Nicholas Lane in order to do this safely.

34. There is still a possibility that TfL will require at least one major road closure away from Arthur Street to complete their advance utility works which are needed to protect utility plant from the vibration and potential settlement of the tunnelling. The key remaining issue involves a gas main directly underneath the pedestrian passageways for Bank station, but given the difficulty in gaining access to that main, National Grid Gas and London Underground are still reviewing how this can be done.
35. City officers have been involved in the overall planning of the Bank project's construction activity since its inception, and continue to meet the project team on a fortnightly basis to discuss the progress of works. Both sides also meet on a regular strategic level to discuss planning considerations, legal consents, noise issues, local stakeholder engagement, adjacent development activity and TfL's overall programme.

Cycle Super Highway

36. As Members are no doubt aware, work to construct the Mayor's separated cycle lane corridors, north / south and east / west across London, has largely completed. Snagging of those works continue with TfL, who are also monitoring a small number of locations where a redesign of the localised network may be needed.
37. However, there are two main locations where TfL are expected to undertake cycle super highway-related works in the next 12 months:
 - TfL have committed to amending the junction of Tower Hill and Trinity Square to facilitate a movement into the Square 'at any time', but funding is not available in the current financial year. Therefore works are expected to start in Q2 2017, with lane closures on Tower Hill as utilities need to be relocated and kerbs realigned.
 - TfL have also just completed a public consultation on an extension to the north / south super highway, starting in Farringdon Street by Stonecutter Street and heading north towards Kings Cross. Proposals are still subject to detailed design and approval by TfL's Project Board in March next year, but if approved, works (with lane closures) are likely to start in July 2017.
38. As with the previous super highway programme, City officers will work closely with TfL colleagues to understand the impact of the construction, monitor & inspect any works on City Corporation streets, and co-ordinate activity on the rest of the network.

Thameslink

39. The Thameslink works to upgrade London Bridge station continue, and as part of those works, Network Rail have now closed Tooley Street eastbound until February 2018. As noted earlier, this has placed additional pressure on London Bridge and the Monument junction, and given the upcoming closure of Tower Bridge, TfL will continue to monitor traffic flows in the area and adjust traffic signals to try to balance the needs of all road users.

40. However, it is worth noting that TfL have modelled the combined impact of Tooley Street being closed on the Tower Bridge diversions, and in consultation with the City and LB Southwark, TfL feel the Tooley Street closure will not have a material impact on the congestion from the works at Tower Bridge.

Utilities

41. The volume of utility work taking place in the City has continued to remain low compared to its peak level just before the Olympics, when the pressure to accelerate works prior to the 2012 moratorium coincided with Thames Water's Victorian Mains Replacement programme.

Year	2010	2011	2012	2013	2014	2015	2016
Total Permit Applications	3755	4379	3331	3319	3099	3074	3115*

* Projection based on permit application volumes from Jan-June 2016.

42. Since the Olympics, only National Grid Gas have sought to undertake proactive capital upgrade works to their infrastructure, leaving the remaining utilities to focus on development connections, faults and emergencies. This low volume of work (compared to 2011) is reflected in a relatively low number of permits applications, with just a small increase expected this year over 2015.
43. However, looking into these figures in more detail, officers believe the impact of the development boom is being felt, and the proportion of permits within these figures that relate to the delivery of additional power, heating, cooling and telecom requirements for new developments is increasing.

Citigen: Customer Connection to the Barts Square Development

44. Citigen are currently installing a heating & cooling supply to the new development in Bartholomew Close from the mains connection in Aldersgate St. These works are much larger than a typical utility operation, involving the installation of four 320mm pipes, 2m below the road surface, beneath the existing utility and drainage networks already in place.
45. This project began in early 2016 and won't be finished until Spring 2017, just in time for the first occupation of Helical Bar's Bartholomew Square development. Having laid pipes along Bartholomew Close and Newbury Street, the current phase involves a closure of Long Lane eastbound and 'no right turns' at the Aldersgate Street / Long Lane junction, as Citigen cope with the needs of local premises, through traffic, and the fact that these pipes will lie just above the Tube lines.
46. Works have been closely co-ordinated with residents, Smithfield, TfL and Crossrail, and in particular, Citigen will reopen Long Lane in December in recognition of the needs of the Market, who require all access & egress points to be available during their peak festive period.

Combined Utility Works: Cornhill / Leadenhall St

47. Three utilities have highlighted their need to undertake major works along the east / west corridor of Cornhill and Leadenhall St. They are:

- BT, who need to demolish and rebuild a major carriageway chamber in Cornhill that is starting to fail.
 - Thames Water, who need to undertake a series of new connections, some left over from the Victorian Mains Replacement project.
 - UK Power Networks, who need to complete the permanent power supply connections to the Scalpel and 10 Fenchurch Ave developments
48. These three sets of works (plus the City's work at Aldgate – see below) are all expected to require directional road closures lasting several weeks, so City officers are proceeding on the basis of combining those works into one combined corridor closure, minimising the extent of their individual impacts. This is likely to take place in early 2017, once the works at Tower Bridge have finished.

Water Main Repair: Old Broad St

49. During the recent closure of Old Broad Street by UK Power Networks, a whole series of other utility works were combined into the closure and then the road was resurfaced by the City. During that work, Thames Water disappointingly identified that the majority of the Victorian Mains Replacement work that they thought had been completed in Old Broad Street was in fact unfinished, and they have since requested the opportunity to return to fix this.
50. However, given the street has just been resurfaced, City officers are not inclined to prioritise an immediate excavation, although Thames Water's long-term need to tackle potential sources of leakage is fully recognised. Other planned works also mean an immediate working window is not available.
51. As a result, works are likely to take place sometime next year, but as part of these discussions, Thames Water will be pressed to resurface a wider part of the street to compensate for the disturbance to our new road surface (as opposed to just a narrow reinstatement of their works area).

Thames Water: Thames Tideway Tunnel

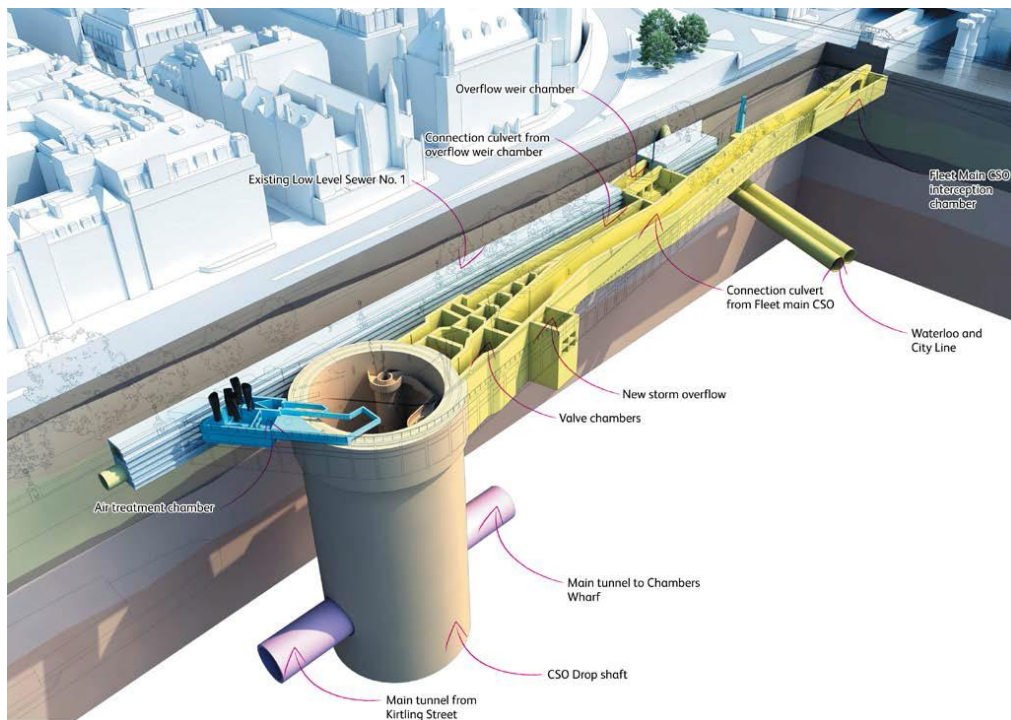
52. Thames Water's project will involve a large construction site in the Thames connecting London's 'super sewer' to the outfall of the River Fleet, just west of Blackfriars Bridge. This particular outfall is high on Thames Water's priority list as it still discharges around 500,000 tonnes of raw sewage into the Thames every year.
53. Enabling works have already started, with a new pedestrian lift under construction, and Blackfriars Pier about to be relocated east of Blackfriars Rail bridge. Main site construction will begin in March 2017, with two main consequences:
- Firstly, the works will involve the removal of the riverside walkway to enable the shaft, overflows and valve chambers to be constructed. This will close the riverside footpath, and requires pedestrians to be diverted via the new lift, across the Blackfriars junction and towards Temple Ave.
 - Secondly, the site will be located at the intersection of the north / south and east / west cycle super highways, and will require the closure of

the down ramp from Blackfriars Bridge to the Embankment. This is currently occupied by the connecting link between the two cycle routes, and will require a significant revision of TfL's scheme. TfL and Thames Tideway have been scoping several options to divert this interchange, and are expected to bring those to the City very shortly.

Thames Tideway Tunnel Location at Blackfriars



Thames Tideway Tunnel Cut-away at Blackfriars

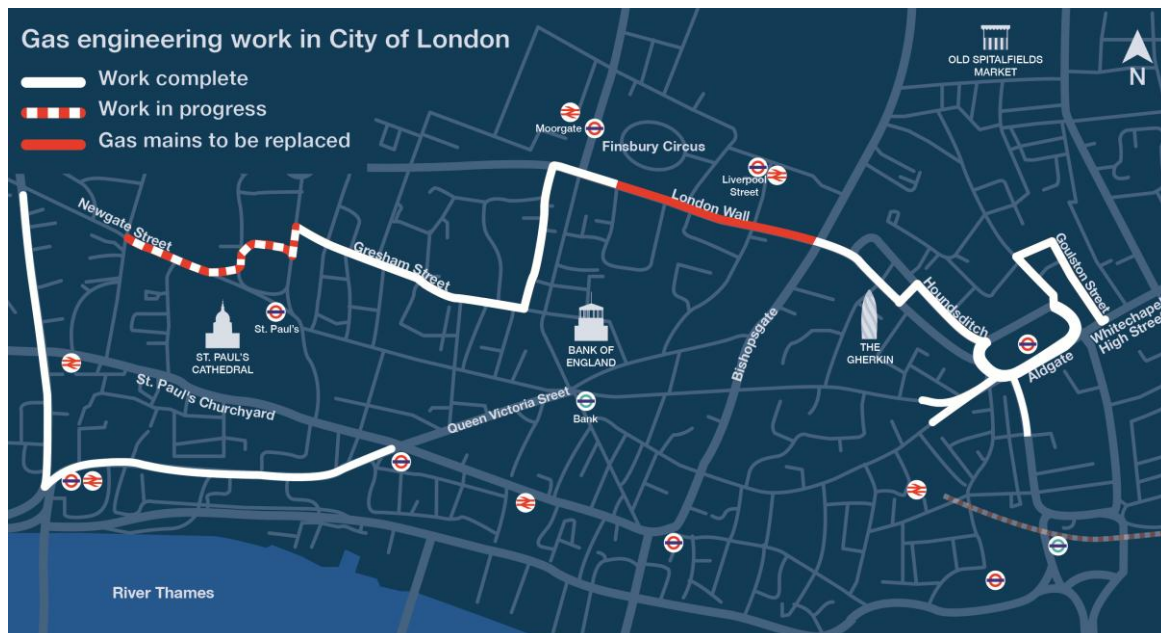


54. As with Crossrail, City officers now meet the Thames Tideway project team fortnightly to discuss these highway aspects, and a forum for higher level cross-borough strategic discussions has been in place for several years. However, the City expect Thames Tideway's local level stakeholder engagement to accelerate in the next few months as they move towards the mobilisation of their major site works.

National Grid Gas: Gas Main Replacement Programme

55. National Grid Gas (NGG) are replacing and upgrading their Victorian gas mains with new, more durable pipes across the City, from Aldgate in the east to Farringdon and Blackfriars in the west. The works are part of a wider long-term programme agreed with Ofgem and the HSE to replace ageing gas mains, and are essential to reduce leakage and maintain a safe and reliable gas supply.
56. As Members will know, in the last year NGG have completed this process in the Aldgate area, Gresham Street, St Martins le Grand, Angel Street and (most recently) Newgate Street. The map below indicates that the last remaining part of their network needing to be upgraded is in London Wall by Circus Place, which Members may know has been subject to a number of leaks and emergency road closures in the last six months.

National Grid Gas: Works Complete (white) / Outstanding (red)



57. Given the size of the main involved and its location under several other utilities, the works in London Wall will be a major undertaking, likely to need a closure in one direction to facilitate work at several places at once. Each existing main has to be exposed at both ends to allow the new main to be inserted inside the old one, and this process has to begin again every time there is a bend in the pipe.
58. In their work so far, NGG have sought to minimise the duration of their works by using a number of methods including the use of robotic cameras to pinpoint any bends or obstructions inside the gas main, extended working hours

agreed with City Environmental Health, and new techniques to excavate the road known as core & vac.

59. We will expect them to adopt the same practices here, and to fully publicise the works to the widest possible extent beforehand. In the City's wider programme, the ideal time for this work is in summer 2017, co-ordinated with Crossrail and a number of other utility works in the vicinity. In addition, this timing will be when traffic levels are at their lowest, and the gas mains pressure is best suited for this work.

Development Activities

60. Once a developer has a planning consent in place, the City cannot control when a development wants to start, nor do we have the power to stop a development just because other activities are taking place in the vicinity. In other words, we are unable to set an arbitrary limit on the volume of development taking place in any one area.
61. In many ways, redevelopment of the City has historically been seen as an indication of a thriving Square Mile, but given the overall level of on-street activity is noticeably higher, work sites will inevitably overlap in places as they bring with them a need for road space, a reduction in network capacity and additional heavy vehicle traffic to our streets.
62. However, those same streets still need to function for residents, businesses and visitors, and be safe for motor vehicles, cyclists and pedestrians. To that end, we have staff dedicated to liaising with building sites to understand their construction needs, to working with the major projects to help manage their impacts, and to co-ordinating activities so that works overlap as little as possible.
63. That typically involves making the best use we can of the tools we have at our disposal, including our Considerate Contractor Scheme (which currently has over sixty active building sites as members) and Construction Logistics Plans for sites that are conditioned from the Planning approval process.
64. For the next 12 months, the key activities relating to building developments in the City are briefly as follows.

London Wall Place

65. Works will be required to reinstate the highway and enhance the public realm around the London Wall Place development in London Wall, Fore Street and Wood Street (see Appendix 4). The largest element will be in London Wall itself, where the footway will need to be extended over the underground car park to accommodate the new building design, albeit the construction space required is likely to mirror the same eastbound lane closure currently used by the site's lorries.
66. Works will be phased in stages around the development from November 2016 to January 2018, with the key London Wall element taking place in the first half of 2017.

Bloomberg

67. Similarly, works have already started in Walbrook to implement the new public realm and highway design around the Bloomberg development at Cannon St /

Queen Victoria St. This 20 month programme involves new paving, kerb lines, trees and lighting on all four sides of the site, co-ordinated in phases with the completion of the development (see Appendix 5).

68. Works have already been integrated into the wider City programme, including the closure of Tower Bridge and the implementation of the 'Bank on Safety' project. This advance planning process led to a major reprogramming exercise when the original first phase in Cannon St was thought to clash with Tower Bridge, and now this phase has been delayed until Q1 2017 in order to fit between that project and the likely Bank implementation date.

Eastern Cluster

69. The greatest concentration of activity in the City is still in the Eastern Cluster, where the number of individual building sites proposed or already underway has increased to 24 (see Appendix 6).
70. It is almost inevitable that works for 100 Bishopsgate, Creechurch Place, the Scalpel, the Matrix Hotel, 80 Fenchurch St, 75 Fenchurch St and 120 Fenchurch St will overlap, but the City continues to meet these sites together once a month to co-ordinate their respective programmes, and to combine (or separate) their utility works, crane operations and construction logistics. This also allows officers the opportunity to feed in our plans for Aldgate and Tower Bridge, look ahead to the future enhancement of Fenchurch Street and keep key stakeholders such as Lloyds of London informed.

City of London Works

71. Although most of the City Corporation's own schemes for public realm enhancement, road danger reduction or highway maintenance are due to take place with little if any disruption to the network, three significant schemes are worthy of note.

Tower Bridge

72. The City's project to re-deck the bascules of Tower Bridge and to waterproof the viaduct approaches will result in a three month closure of road and river traffic at Tower Bridge from October to December, including three weekends when the bridge will be closed to pedestrians as well. This will also require the diversion of the Congestion Charge Ring Road through the City, via London Bridge, Southwark Bridge, Eastcheap and Fenchurch Street.
73. Closing Tower Bridge will have a significant impact on traffic throughout much of the City (see TfL's assessment in Appendix 7), and it will be the dominant planned activity throughout that period. As a result, all other major network activities (beyond Crossrail and the Bank Northern Line Upgrade) have already been brought forward or delayed, and the publicity campaign to raise awareness of the works has already started.

Aldgate

74. Members will be fully aware of the City's own programme of works to regenerate and redefine the Aldgate gyratory. In the context of this report, the City has now completed the highway works elements, leaving the completion of the pavilion and the landscape spaces.

75. The only major road closure required relates to the completion of the western landscape space directly adjacent to Aldgate High Street, and an eastbound closure lasting a month may be required to complete this in early 2017. However, in order to minimise the impact of these works, the City intends to include this within the closure of the east / west corridor mentioned earlier for BT, Thames Water & UKPN.
76. As before, works will be carefully planned with TfL, traffic will be advised beforehand and there will be wide publicity to those who live and work in the area via our well-established communications channels and co-ordination protocols.

Bank Junction

77. As the 'Bank on Safety' project progresses towards the consideration of an experimental scheme, Highways officers are working with the Bank team to understand the network resilience implications of removing traffic from Bank. In both the interim design and the permanent options, the on-going need to manage temporary activities and road closures on the network will be factored into this assessment.
78. The current programme suggests that if approved, the 'Bank on Safety' scheme will be implemented in April 2017, and so all the works programmes listed above, both overlapping this date and subsequent to it, will have to be considered in the context of this new traffic environment.

Communications

79. The Highways team continues to strengthen its communications with the public, helping to mitigate the impact of all these works. These channels include:
 - 2,900 followers to the Highways Twitter feed (@squarehighways), providing up-to-date information on road closures, special events and road safety initiatives.
 - Nearly 1,200 people receive the weekly e-mailed Traffic Management Bulletin, covering major highway works and events for the week ahead.
 - Over 53,000 people visited our road closure web pages in the first half of the year, and another 14,000 used our interactive map of streetworks.
 - The recent post on our Facebook page regarding the Tower Bridge works (www.facebook.com/squarehighways) reached almost 4,000 people.

Summary

80. The approach from officers remains to identify the needs of these major projects early, to combine them where possible, and to keep them apart when necessary. This requires officers to:
 - establish the dependency between separate projects;
 - understand their potential conflicts and impacts, and;

- engage with project managers at an early stage (and frequently thereafter) to ensure that disruption can be minimised through a combination of regulation, negotiation and influence.

Conclusion

81. With projects such as Crossrail, Thames Tideway and Bank Northern Line Upgrade now well underway, co-ordinating works on the City's road network will remain a challenge into the longer term, but officers will continue to work to ensure the co-operation of major project sponsors, utility companies and developers in co-ordinating their works programmes, as well as regulating the City's own activity into that picture.
82. The aim will remain to ensure there is a balance between the need to keep projects on track and the need to limit both the direct and cumulative impact they cause on the public at large.

Appendices

- Appendix 1 – Major Works Timeline (2016/17)
- Appendix 2 – Major Works Map (2016/17)
- Appendix 3 - Major Works Details (2016/17)
- Appendix 4 – London Wall Place Highway Works: Phasing Plan
- Appendix 5 - Bloomberg Highway Works: Phasing Plan
- Appendix 6 – Current and proposed sites in the Eastern Cluster
- Appendix 7 – Tower Bridge Diversions & Impact
- Appendix 8 – Cycle Super Highway Congestion Impact Corridors

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Appendix 1: Major Works Timeline 2016/17 (High, Medium & Low Impact schemes)

Q4	<p>October</p> <p>Tower Bridge (CoL) Moorgate S/B (Crossrail)</p> <p>Arthur St (TfL / LUL)</p> <p>Tooley St (Network Rail) Long Ln / Aldersgate St (Citigen)</p>	<p>November</p> <p>Tower Bridge (CoL) Moorgate S/B (Crossrail)</p> <p>Arthur St (TfL / LUL)</p> <p>Tooley St (Network Rail) Long Ln / Aldersgate St (Citigen)</p>	<p>December</p> <p>Tower Bridge (CoL) Moorgate S/B (Crossrail)</p> <p>Arthur St (TfL / LUL)</p> <p>Tooley St (Network Rail)</p>
Q1	<p>January</p> <p>Moorgate S/B (Crossrail) Cannon St W/B (Bl'mberg)</p> <p>Arthur St (TfL / LUL)</p> <p>Tooley St (Network Rail) Long Ln / Aldersgate St (Citigen)</p>	<p>February</p> <p>Moorgate S/B (Crossrail) Cannon St W/B (Bl'mberg)</p> <p>Arthur St (TfL / LUL)</p> <p>Tooley St (Network Rail) Long Ln / Aldersgate St (Citigen) London Wall Place (E/B)</p>	<p>March</p> <p>Moorgate S/B (Crossrail) Cannon St W/B (Bl'mberg)</p> <p>Arthur St (TfL / LUL) B'friars/Vic Embank (TTT)</p> <p>Tooley St (Network Rail) London Wall Place (E/B)</p>
Q2	<p>April</p> <p>Cannon St W/B (Bl'mberg)</p> <p>Arthur St (TfL / LUL) B'friars/Vic Embank (TTT)</p> <p>Tooley St (Network Rail) London Wall Place (E/B)</p> <p>*'Bank on Safety' (CoL)</p>	<p>May</p> <p>Queen Vic St (Bl'mberg)</p> <p>Arthur St (TfL / LUL) B'friars/Vic Embank (TTT)</p> <p>Tooley St (Network Rail) London Wall Place (E/B)</p>	<p>June</p> <p>Queen Vic St (Bl'mberg)</p> <p>Arthur St (TfL / LUL) B'friars/Vic Embank (TTT)</p> <p>Tooley St (Network Rail) London Wall Place (E/B)</p>
Q3	<p>July</p> <p>Cannon St W/B (Bl'mberg)</p> <p>Arthur St (TfL / LUL) B'friars/Vic Embank (TTT) Farringdon St (TfL CSH)</p> <p>Tooley St (Network Rail)</p>	<p>August</p> <p>Queen Vic St (Bl'mberg)</p> <p>Arthur St (TfL / LUL) B'friars/Vic Embank (TTT) Farringdon St (TfL CSH)</p> <p>Tooley St (Network Rail)</p>	<p>Sept</p> <p>Queen Vic St (Bl'mberg)</p> <p>Arthur St (TfL / LUL) B'friars/Vic Embank (TTT) Farringdon St (TfL CSH)</p> <p>Tooley St (Network Rail)</p>

* This notes the anticipated date for the introduction of the 'Bank on Safety' scheme.

To be programmed:

Location	Contractor	Works	TM	Duration	Timing
Leadenhall St	UKPN	Customer connection	E/B closure	TBC	Q1 2017
Aldgate High St	CoL Highways	Aldgate scheme	E/B closure	1 month	Q1 2017
Cornhill	TWU / BT	Combined utility works	Full/part closure	10 weeks	Q1 2017
Old Broad St	Thames Water	Mains repair	Full closure	12-20 weeks	Q1-Q2 2017
London Wall / Circus Place	NGG	Gas governor	E/B closure	TBC	Q2-Q3 2017
Byward St / Trinity Square	TfL	Cycle Super Highway	Lane closure	TBC	Q2/Q3 2017

Appendix 3: Major Works Details 2016/17

No.	Location	Activity	Contractor	Traffic Mgt	Impact	Start	Finish	Cert.*	Powers
1	Blackfriars & Riverside	Thames Tideway Tunnel construction	Thames Tideway Tunnel (Thames Water)	Slip road closure & lane restrictions	Med	March 2017	2021	High	TWA
2	Farringdon Street	North / south cycle super highway	TfL	Lane restrictions & side road closure	Med	July 2017	Dec 2017	Med	TfL / CoL
3	Long Lane / Aldersgate Street	Utility connections for Barts Square development	Citigen	E/B road closure & No Right Turns	Low	In progress	Feb 2017	High	CoL
4	London Wall / Fore Street / Wood Street	Area enhancement around London Wall Place	CoL (Riney)	Eastbound lane closure	Low	Feb 2017	June 2017	High	CoL
5	Moorgate	Tunnel & station access shaft	Crossrail	Southbound road closure	High	In progress	March 2017	High	TWA
6	London Wall / Circus Place	Gas mains replacement	National Grid Gas	London Wall closed E/B	High	Q2 2017	Q3 2017	High	CoL / TfL
7	Old Broad Street	Water main repairs	Thames Water	Road closure	High	Q1 2017	Q2 2017	Low	CoL
8	'Bank on Safety' experimental scheme	Traffic alteration	CoL	TBC	TBC	April 2017	April 2017	Med	CoL / TfL
9	Cannon Street / Queen Victoria Street	Area enhancement around Bloomberg development	CoL (Riney)	Westbound road closures	High	Jan 2017	Oct 2017	High	CoL / TfL
10	Arthur Street	Bank Northern Line Upgrade construction	TfL (London Underground)	Road closure	Med	In progress	2022	High	TWA
11	Aldgate High St / Leadenhall St / Cornhill	Combined works (Aldgate scheme & utility works)	CoL (Riney), UKPN, TWU, BT	Eastbound road closure	High	Q1 2017	Q1 2017	Low	CoL / TfL

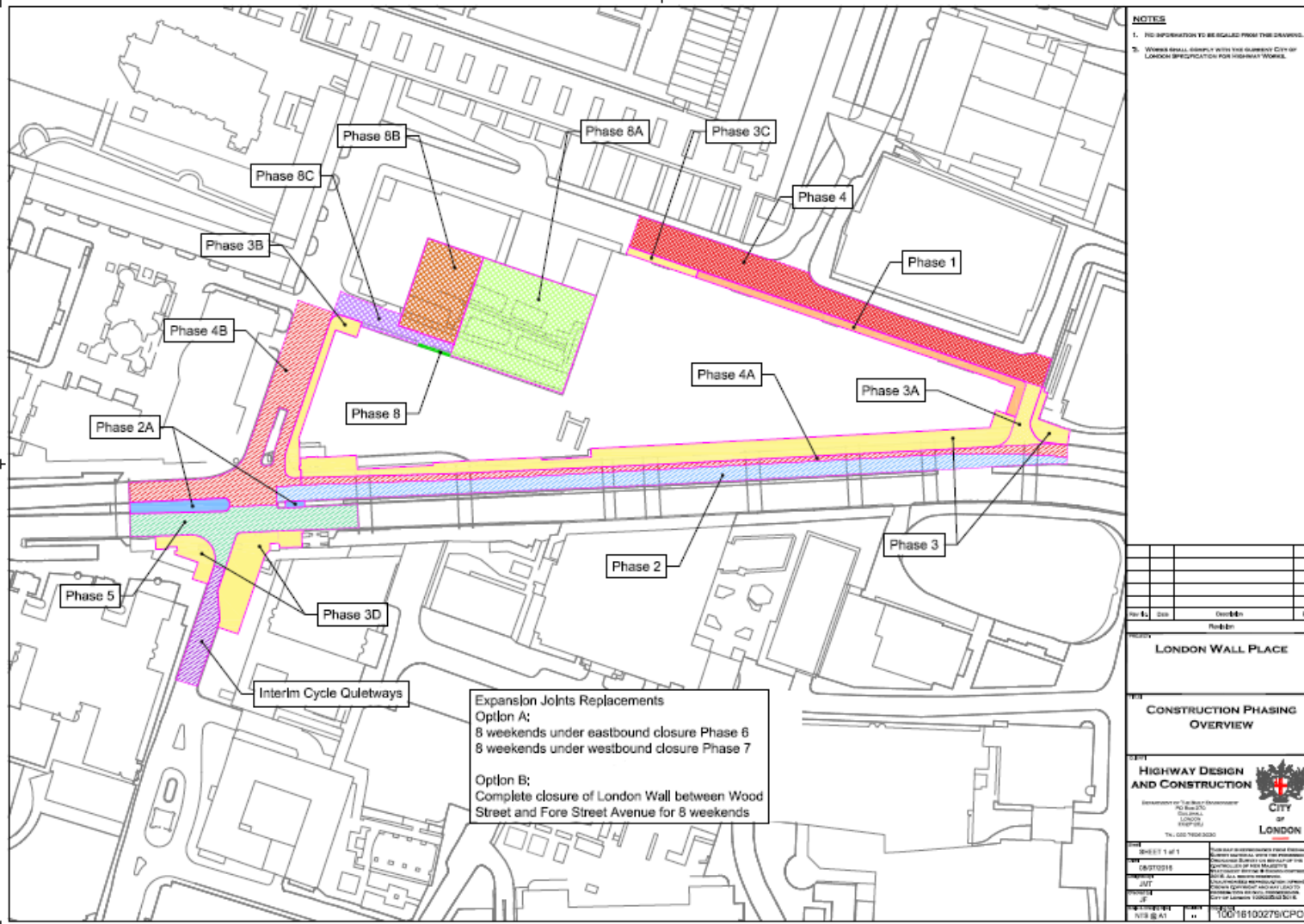
12	Tower Hill by Trinity Square	East / West cycle super highway	TfL	Lane restrictions & side road closures	High	Q2 2017	Q3 2017	Med	TfL / CoL / LBTH
13	Tower Bridge	Structural repair to deck & resurfacing	CoL (District Surveyors)	Road & (part) pedestrian closure	High	Oct 2016	Dec 2016	High	TfL / PLA
14	Tooley St	Station redevelopment	Network Rail	Eastbound road closure	Low	In progress	Feb 2018	High	TfL

* Cert = Certainty, or how likely the programme is currently expected to be met

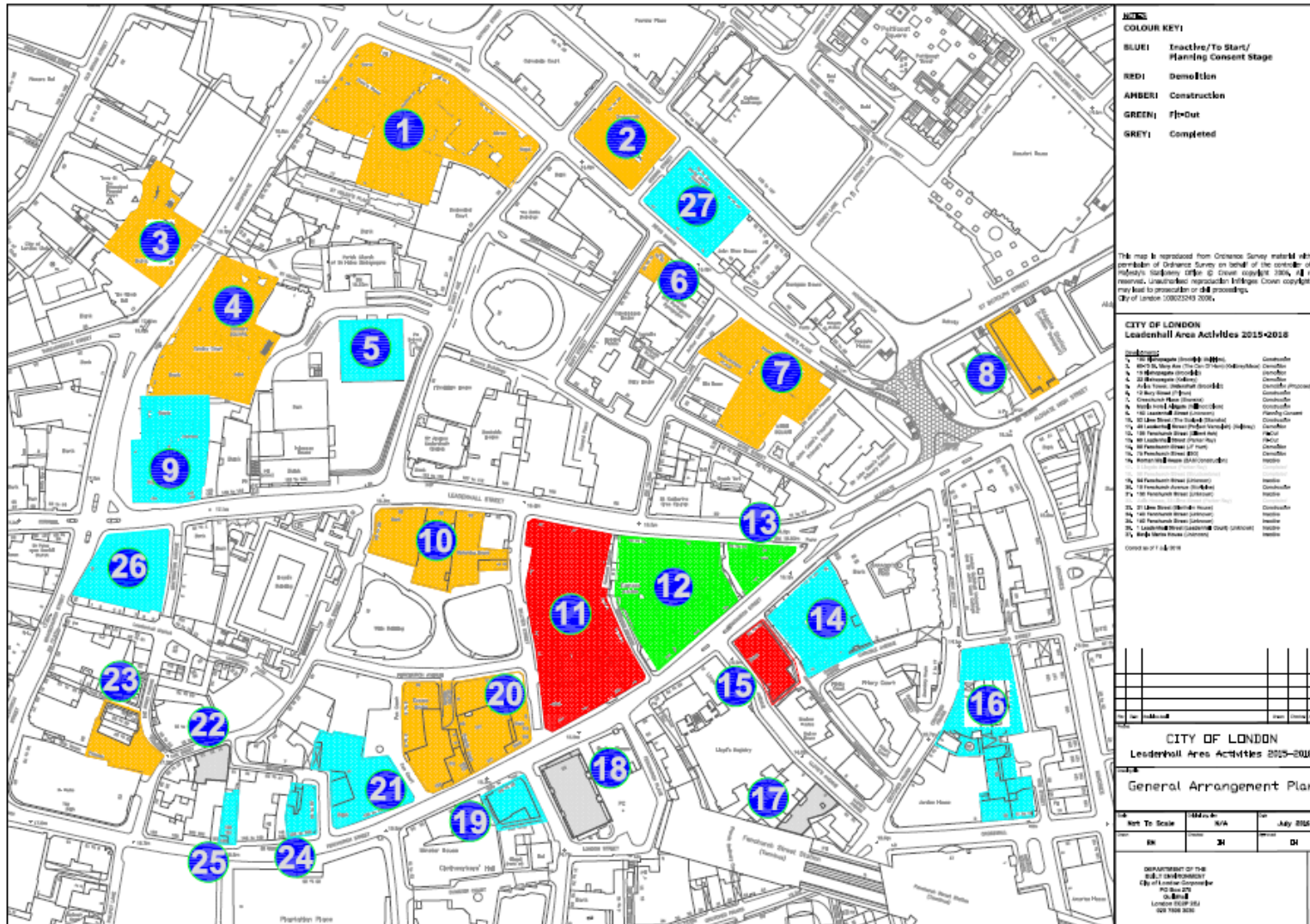
Powers

- CoL = City Corporation authority required
- TfL = TfL authority required (either as highway authority on the Red Routes, or as overall Strategic Transport Authority)
- LBTH = London Borough of Tower Hamlets authority required
- TWA = Transport & Works Act granting bespoke powers to the work promoter (Crossrail Act, Northern Line upgrade, Thames Tideway)
- PLA = Port of London Authority approval required

Appendix 4 – London Wall Place Highway Works: Phasing Plan



Appendix 6: Current and proposed sites in the Eastern Cluster



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Agenda Item 8

Committee	Dated:
Barbican Residents' Consultation Committee	5 September 2016
Health and Wellbeing Board	16 September 2016
Barbican Residential Committee	19 September 2016
Port Health and Environmental Services	20 September 2016
Planning and Transportation	4 October 2016
Cultural Hub Working Party	17 October 2016
Subject: Funding for a Low Emission Neighbourhood	Public
Report of: Director of Markets and Consumer Protection	For Information
Report author: Ruth Calderwood Environmental Policy Officer, Port Health and Public Protection Dept.	

Summary

The Mayor of London has awarded the City of London Corporation £990,000 over three years to implement a Low Emission Neighbourhood (LEN). This followed a successful application for funding submitted in April 2016.

The LEN will focus on three areas: Barbican, Guildhall and St Barts. This zone was chosen as it supports plans for improvements to Beech Street and the cultural hub, supports the Barbican Estates plans for freight consolidation and electric charge points and builds on previous air quality engagement projects with Barts Health NHS Trust, Barbican residents and local businesses.

The overall aim of the LEN is to improve local air quality by reducing the amount of traffic and encouraging and supporting low and zero emission vehicles in the locality. Improvements in air quality are expected both within the proposed neighbourhood and more widely across the City due to an increase in low and zero emission vehicles. It is anticipated that the most successful measures will be rolled out across the City.

This work supports the aims and objectives of the City of London Air Quality Strategy 2015 – 2020, in addition to a number of other corporate policies and strategies. It also goes towards addressing air quality, which has been identified as a corporate risk. An update report will be submitted to your Committee in early 2017.

Recommendation

Members are asked to note the report.

Main Report

Background

1. The City of London Corporation is in receipt of £990,000 funding over three years from the Mayor of London to implement a Low Emission Neighbourhood (LEN) in the City.
2. Figure 1 details the core LEN area and wider area of influence. This area was chosen for the following reasons:
 - Existing stakeholder support for air quality improvements achieved through a year-long air quality monitoring and engagement programme with residents, business engagement in the locality and a three year air quality programme with Barts Health NHS Trust
 - It includes residential areas and a hospital, both of which are considered to be sensitive land uses due to the people exposed to pollution
 - Measures introduced will support and complement proposed improvements to Beech Street, the forthcoming cultural hub and the Barbican Estates plans for freight consolidation and increasing the number of charge points for electric vehicles.
 - The area incorporates the Guildhall, which will enable the City Corporation to lead by example

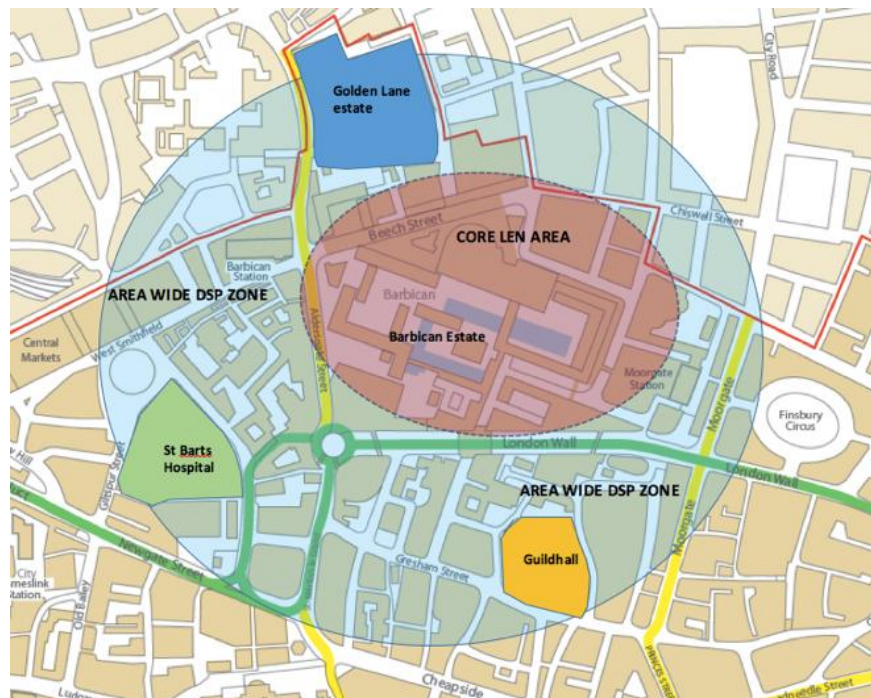


Figure 1: The proposed Low Emission Neighbourhood Area

Low Emission Neighbourhood

3. There are a number of initiatives proposed for the LEN which focus on reducing the number of vehicles in the area and supporting and encouraging low and zero emission vehicles. These include:
 - A communications strategy
 - Business engagement
 - A review of planning policies and controls over emissions from developments
 - Controls over idling vehicle engines
 - Reducing levels of pollution in Beech Street
 - Reducing emissions from freight
 - Electric vehicle recharging infrastructure
 - Measures to support zero emission capable taxis
 - Support for greening in the area
4. Community and stakeholder engagement will take place with each proposal.

Financial implications

5. The City Corporation is required to match the funding that has been awarded by the Mayor of London. Match funding will come from existing budgets and there will not be any need for any additional capital or revenue funding. Match funding for the first year will be sourced from a combination of allocated Local Implementation Plan funding, money already spent or allocated to the Beech Street project, existing departmental revenue and staff time. Sponsorship opportunities will also be sought through the LEN business engagement programme. An application may be made for a small amount of community infrastructure levy funding to support the implementation of the LEN in years two and three.

Corporate & Strategic Implications

6. The work on air quality supports Key Policy Priority KPP3 of the Corporate Plan: 'Engaging with London and national government on key issues of concern to our communities such as transport, housing and public health'.
7. The project will be delivered in very close cooperation with the Department of Built Environment, Town Clerk's Department and Barbican Estates. The project manager for the LEN will be working closely with the Beech Street Project Board to support and complement their aims and objectives.
8. This work supports the aims and objectives of the City of London Air Quality Strategy 2015 – 2020 and goes towards addressing air quality, which has been identified as a corporate risk.
9. Implementation of a LEN will complement the air quality policy in the City's Local Plan 2015. In addition the LEN will contribute towards delivering the priority set

out in the Joint Health and Wellbeing Strategy to make City air healthier to breathe.

10. The LEN proposals align with the objectives of the Barbican & Golden Lane Area Strategy, which was approved in 2015. Reducing traffic and emission levels will assist in making Beech Street more pedestrian and cycle friendly, and will help to improve links and enhance the arrival experience to the Barbican Centre from new and existing connections to the west. Similarly, as Beech Street forms a central axis of the emerging Cultural Hub, the LEN proposals will assist in delivering this wider corporate strategy.
11. Measures included in the LEN scheme support the Department of Community and Children's Services strategic aim of delivering value for money and outstanding services through the Barbican Estate's Service Based Review Programme. Specifically from the underutilisation of the car parks, in which any potential Consolidation Centre and Electric Vehicle charging services would be based.

Conclusion

12. The City Corporation is taking a wide range of actions to deal with air pollution and its effect on health. Delivery of a Low Emission Neighbourhood will lead to an improvement in air quality in a sensitive area of the City and act as a platform to roll out successful interventions more widely. It will also act to reduce the risks associated with the current poor air quality in the City.
13. A LEN programme update will be submitted to your Committee in early 2017.

Background Papers: Low Emission Neighbourhood application for funding – main document. Available online and via hard copy from the Town Clerk's Department upon request.

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ULEVs and
Access only

City of London
Barbican Low Emission Neighbourhood



CITY
OF
LONDON

Project name and location:

City of London – Barbican Low Emission Neighbourhood (LEN)

1. Location description:

The proposed LEN area submitted in the first round of bidding incorporated a large area of the City of London as shown in Image 1 below. Following a review of the area taking into account stakeholder feedback, the LEN guidance criteria and funding availability, a decision was made to reduce the size of the LEN area. This revised LEN area is focused upon 3 neighbourhoods in the City; Barbican, Guildhall and Barts (these neighbourhoods are shown in image 2).

Image 1: Original LEN area

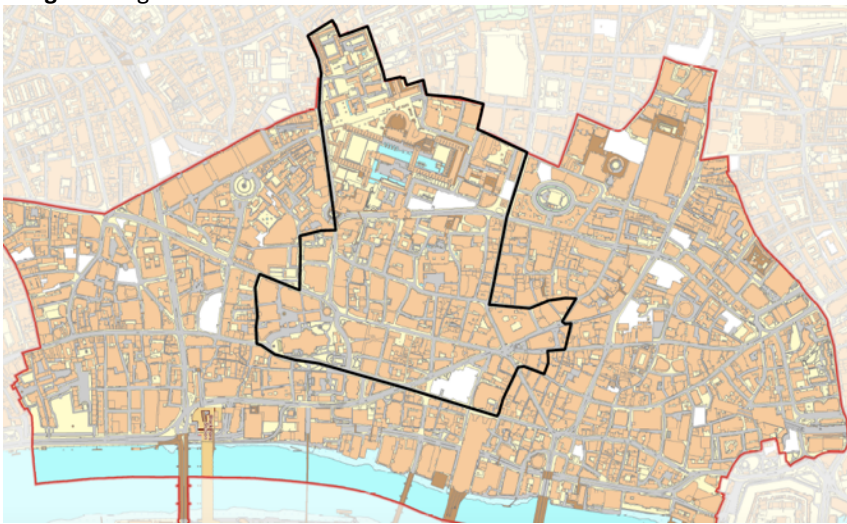
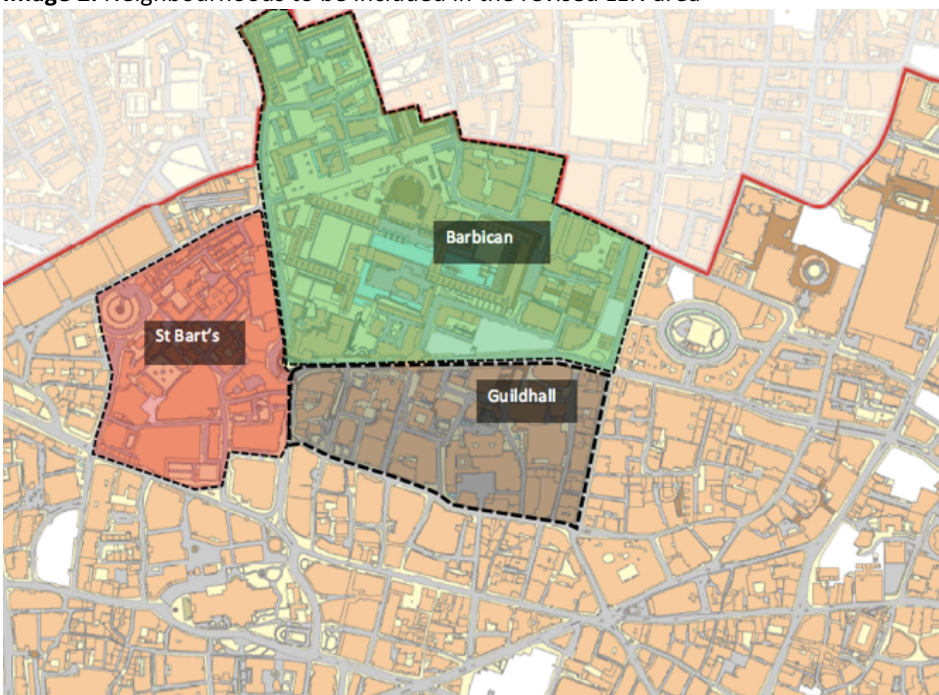


Image 2: Neighbourhoods to be included in the revised LEN area



The following neighbourhoods were chosen for inclusion in the LEN (reasons explained in Appendix B background document):

- Barbican
- Barts
- Guildhall

Core LEN area and wider area of influence

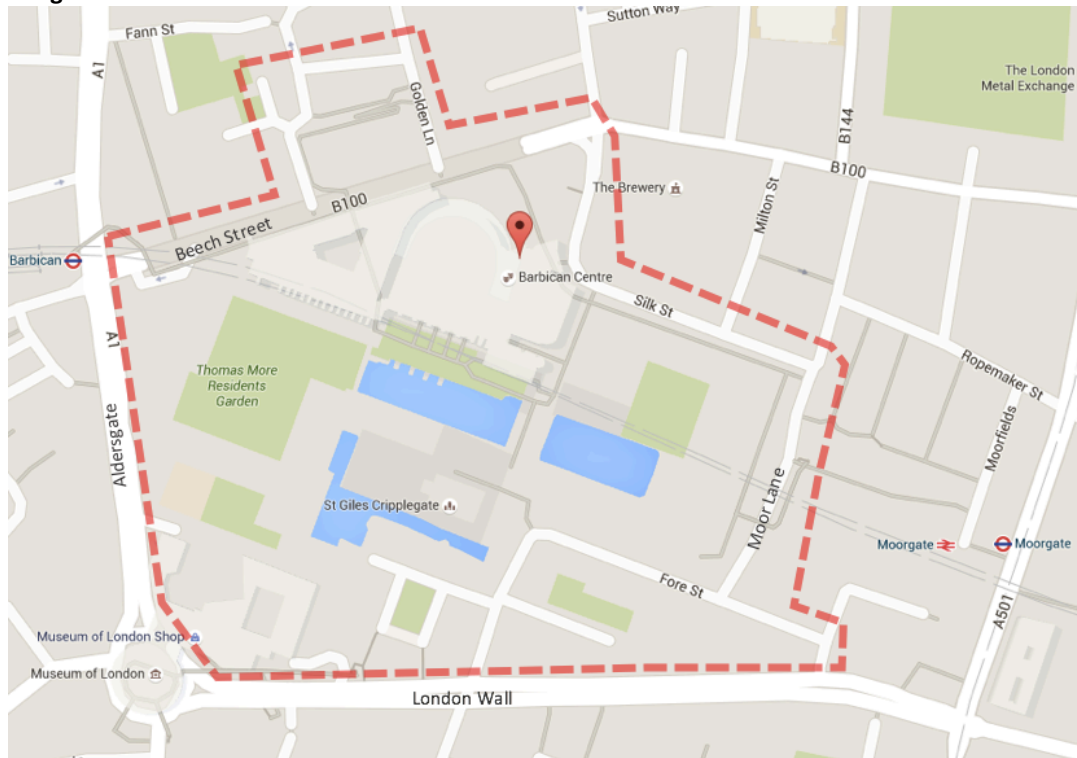
The proposed LEN area will have two elements to it:

1. An inner core area where physical changes and restrictions will be introduced to reduce traffic flows and restrict access for non ULEVs. This inner core will cover the Barbican area (Beech Street/Golden Lane/Silk Street/Moor Lane/Fore Street).
2. An outer area of influence surrounding the core area incorporating the Barts and the Guildhall areas. Businesses and organisations in this wider area include Barts Hospital and City of London Corporation Guildhall.



Image 3: Overview map of the LEN area

Image 4: Core LEN area



Summary of air quality monitoring and/or modelling data.

Image 5(a) & (b): TfL estimates for NO₂ concentrations for City of London in 2010 and in 2020 (no ULEZ)

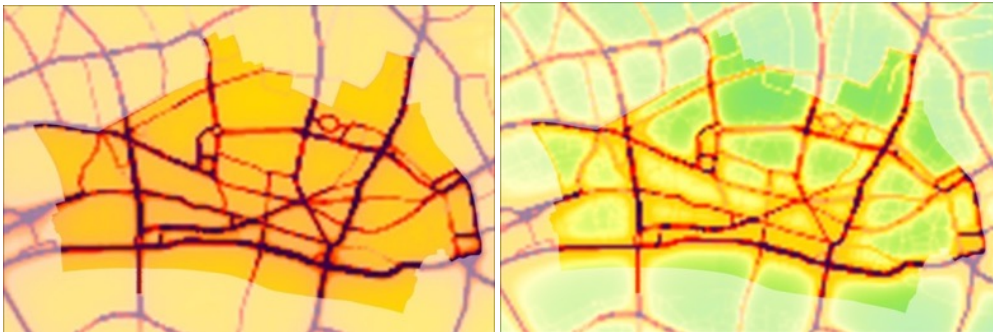


Image 5 (c): TfL estimate for NO₂ concentrations for City of London in 2020 (with ULEZ)



Source: TfL 2015 - Interim LAEI 2010

The City of London has a comprehensive network of fixed continuous monitoring stations and project based sites. There is a continuous monitoring station in Beech Street at the junction of Aldersgate Street which records levels of PM₁₀ and NO₂. The below chart shows that annual average NO₂ concentrations in Beech Street exceeds air quality objectives every

year by a significant amount and only the Walbrook Wharf site on Upper Thames Street (TfL red route) is worse.

Image 6: Annual Average NO₂ concentrations 1999-2014

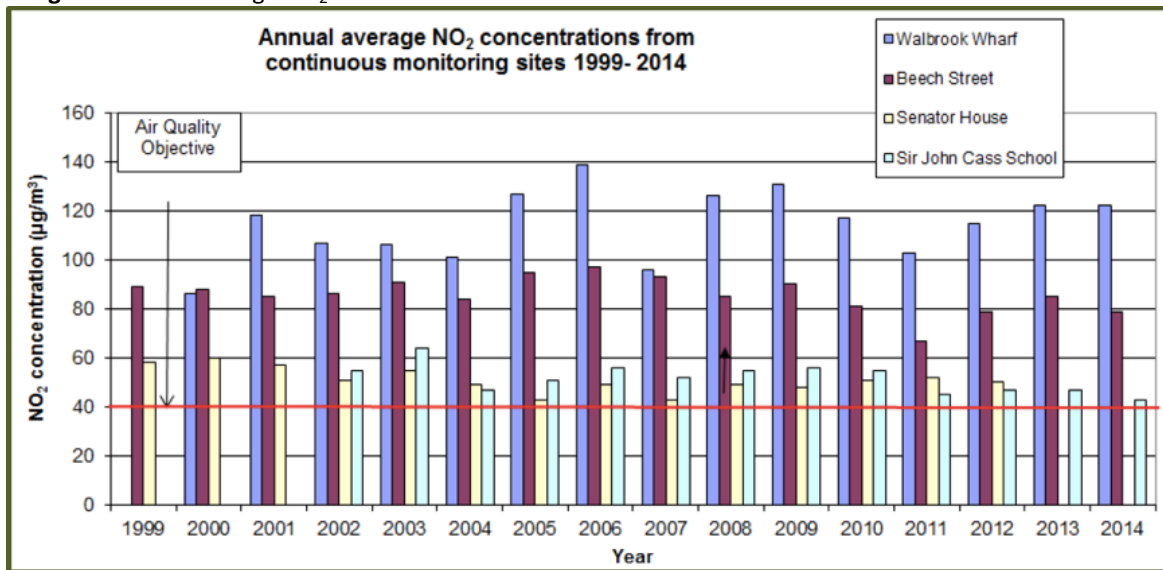
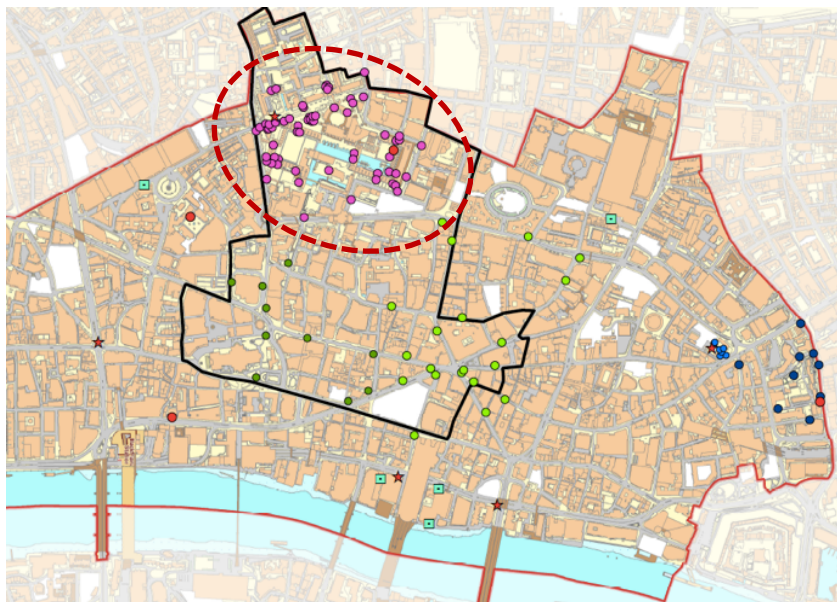


Figure 3.2: Annual Average Nitrogen Dioxide 1999 to 2014

Source: City of London Air Quality Strategy 2015

The below image shows the comprehensive network of monitored sites in the City of London.

Image 7: Site of continuous and project based NO₂ monitoring sites (pink spots are Science in City sites):



Barbican Science in the City project

As part of the Science in the City project residents were recruited to take part in measuring air pollution for NO₂ and PM_{2.5}. 69 sites were set up around the Barbican Estate and surrounding roads. The annual average reading for NO₂ at each site monitored around the Barbican are shown in the figure below. The sites shown in red represent concentrations measured at street level and were all above the EU target, the highest being Beech Street

covered roadway measuring an annual average of $94.89\mu\text{g}/\text{m}^3$ more than double (2.37) the annual limit.

Image 8: Annual average NO_2 concentrations at sites across the Barbican estate

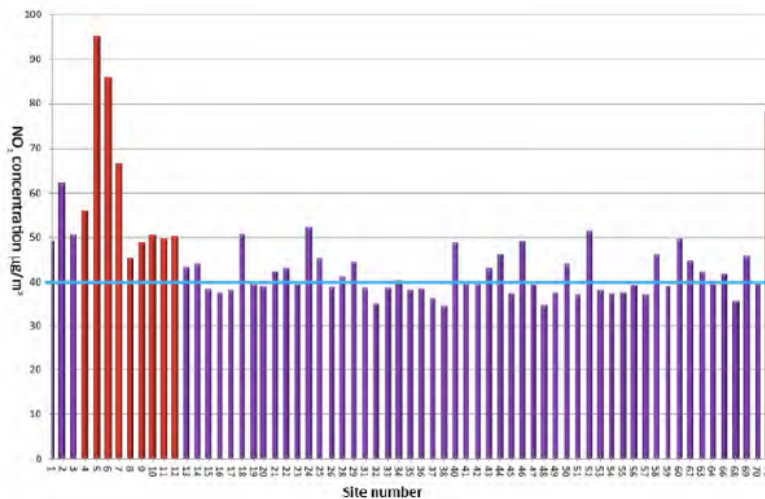


Figure 14: The annual average reading of NO_2 at each monitoring site in the Barbican between October 2013 and September 2014. Red bars show street level sites; site 5 is located in Beech Street tunnel and the blue line indicates the EU mean annual target of $40\mu\text{g}/\text{m}^3$

Source: Science in the City Report, Barbican Association and Mapping for Change 2015

(The full report of the Science in the City Project by Mapping for Change found in Appendix A)

Types of building usage in the LEN area

Business and finance are the key activities in the City of London. The Guildhall area is the HQ of the City of London Corporation/City of London Police plus business and finance companies. Two of the largest residential housing estates in the City are situated within the LEN – the Barbican Estate (4,000 residents) and the Golden Lane estate (1,500 residents).

Image 9: Distribution of residential properties in the City of London

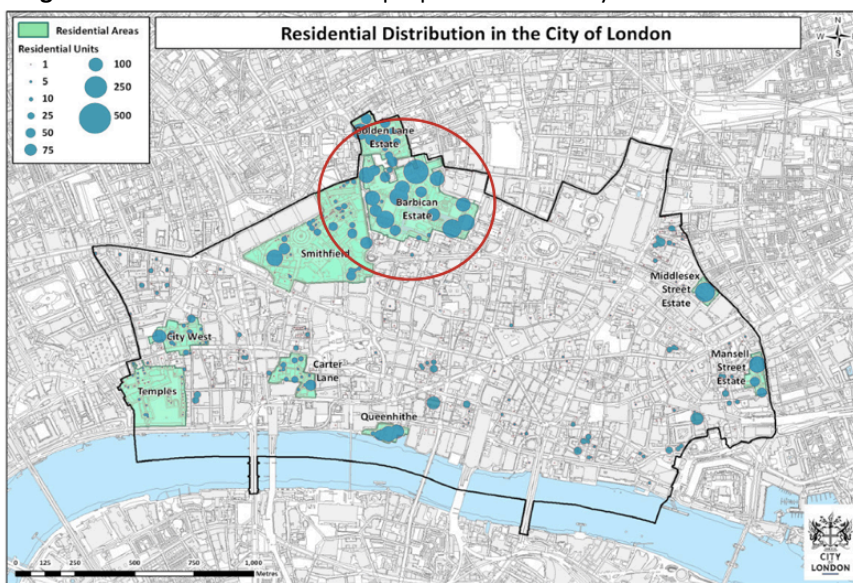
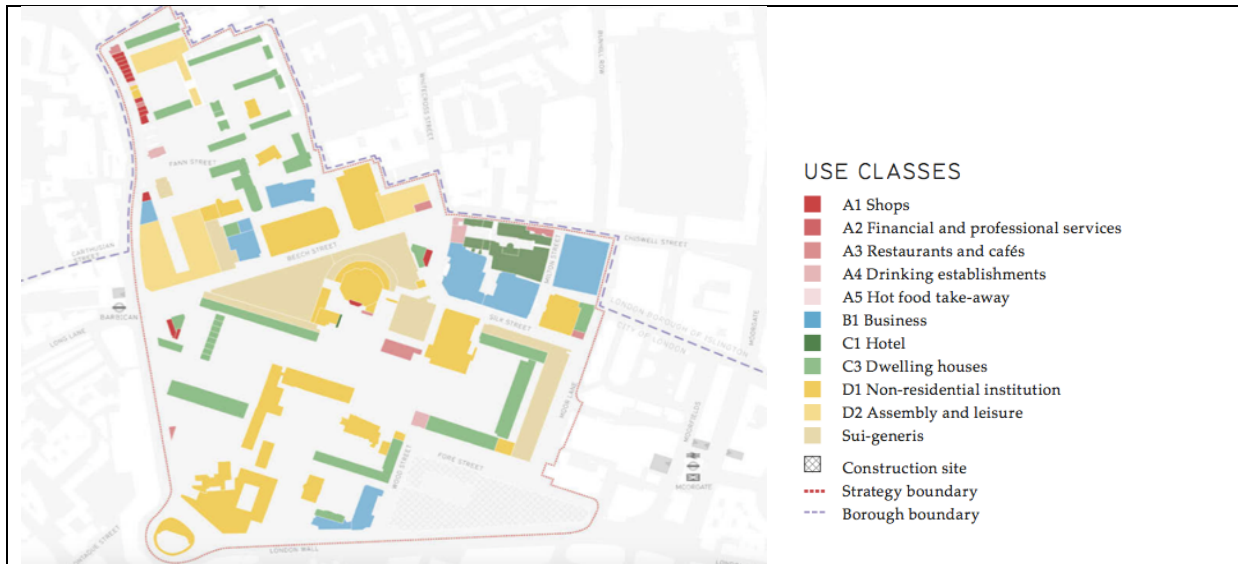


Image 10: Land use classes in the Barbican area



Approximate numbers of people exposed to current pollution levels

As of 2014 there were 414,600 people employed in the City of London¹ with approximately 40,000 of these people working within the wider LEN area and another 6,000 living as residents within the LEN area. Currently on average over 700 pedestrians an hour use Beech Street.²

The numbers using these stations in the LEN area in 2014/15³ are as follows:

- Barbican - 11.4 million persons entry/exit per annum
- Moorgate – 35.3 million persons entry/exit per annum

With the opening of Crossrail stations at Smithfield/Farringdon and Moorgate/Liverpool Street the numbers of pedestrians moving through the area is expected to increase dramatically.

Other notable destination and trip attractors in the LEN area include:

- Barbican Centre (largest performing arts centre in Europe; 1.1 million visitors in 2013)⁴
- Museum of London (1.2 million visitors in 2014)⁵
- Prior Weston Primary School & Children’s Centres (470 students aged 3-11) in Islington
- Guildhall School of Music and Drama (Higher education college with 800 students)
- City of London School for Girls (Secondary school with 700 students aged 7 to 18)
- St Bartholomew’s Hospital - a specialist cancer care treatment and cardiac centre with 250 cardiac beds and 52 critical care beds with approximately 3,000 staff based here.

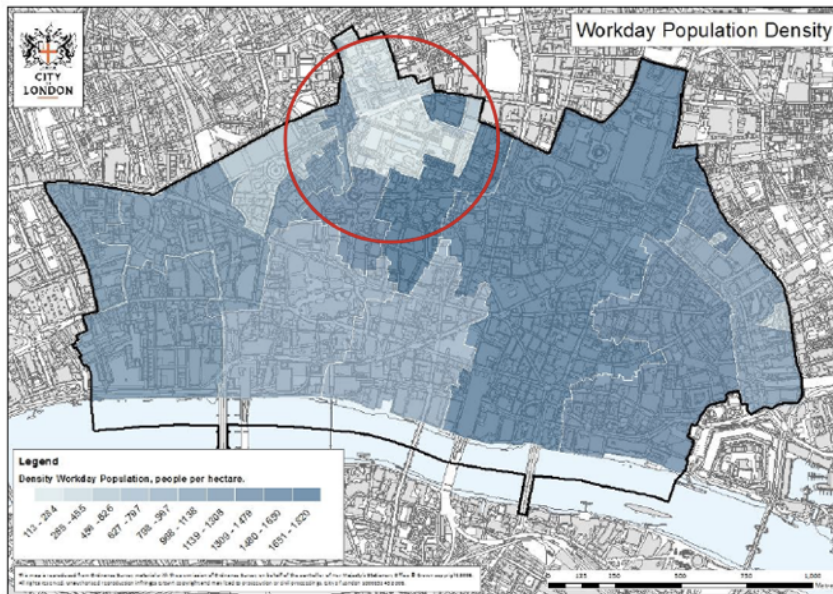
¹ <https://www.cityoflondon.gov.uk/business/economic-research-and-information/statistics/Pages/research-faqs.aspx>

² Space Syntax study for Barbican and Golden Lane Area Strategy

³ <http://orr.gov.uk/statistics/published-stats/station-usage-estimates>

⁴ Barbican Centre Annual Report 2013

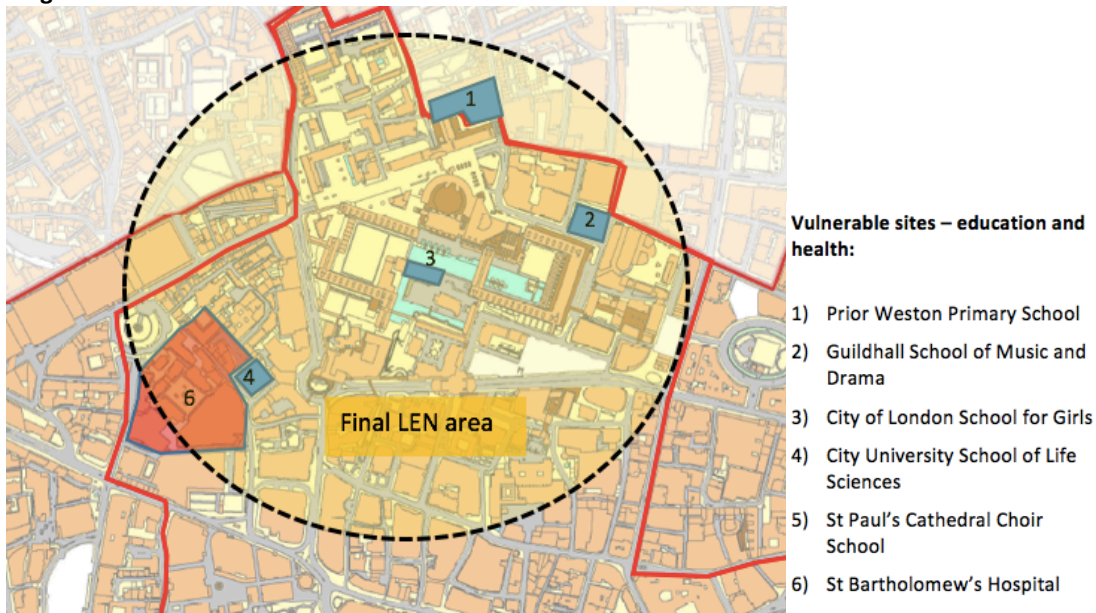
⁵ Association of leading visitor attractions 2014, alva.org.uk



Map 1: Workday population densities per hectare analysed by Output Areas within the City of London
 Source: Office of National Statistics © Crown Copyright 2013

Image 11: Workday population density in the City of London

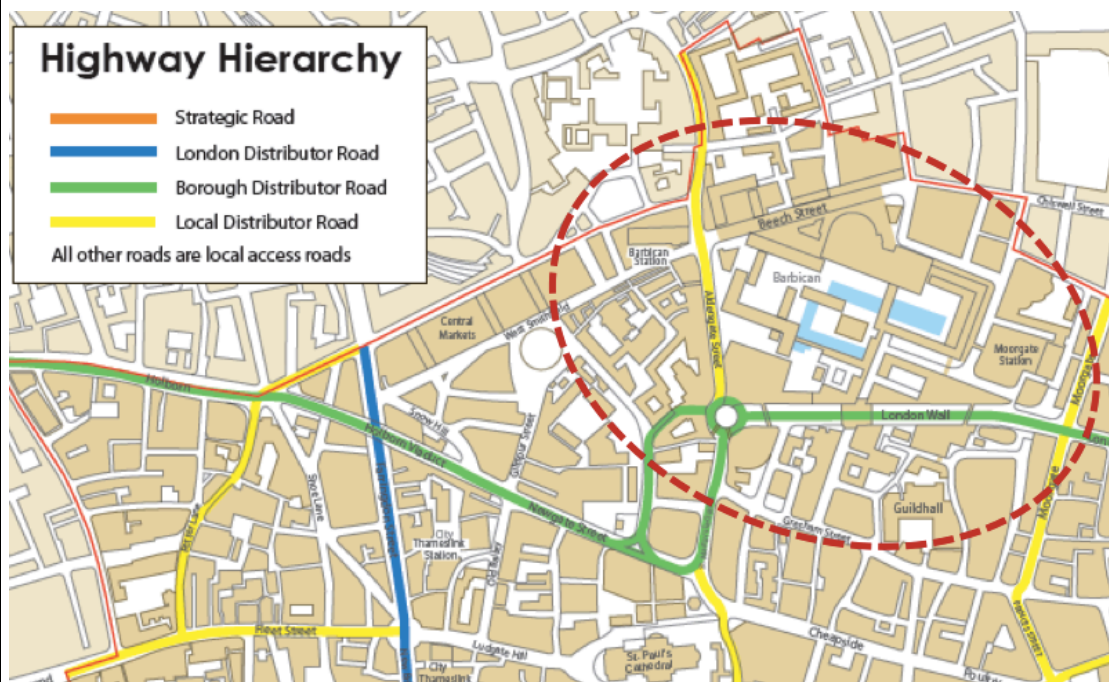
Image 12: Education and health sites in the LEN area



Street Types in the area

The most significant traffic route bisecting the LEN is a Borough Distributor Route east-west along London Wall. Aldersgate Street is a key north south route (Local Distributor Road) through the LEN area. Beech Street is a non-classified road but with over 10,000 vehicle movements a day it is the fourth busiest east-west route in the City of London.

Image 13: City of London Highway Hierarchy



Current air quality issues and pollution sources in the LEN area

Source apportionment analysis undertaken by TfL into the sources of NO₂ and PM₁₀ pollution in the City of London are shown below including estimates for future years 2020 and 2025 post ULEZ introduction.

Image 14: NO₂ Source Apportionment – City of London

	Nox - tonnes			Nox - percentage of total			Nox - percentage of road transport		
	2010 Baseline	2020 with ULEZ	2025 with ULEZ	2010 Baseline	2020 with ULEZ	2025 with ULEZ	2010 Baseline	2020 with ULEZ	2025 with ULEZ
TfL Bus	73	8	8	15%	3%	3%	32%	12%	14%
Taxi	28	14	9	6%	5%	3%	12%	21%	14%
Diesel Car	24	15	15	5%	6%	6%	11%	21%	25%
Petrol Car	15	4	3	3%	2%	1%	6%	6%	5%
Van and Minibus	22	12	11	5%	4%	4%	10%	17%	18%
HGV	43	9	9	9%	4%	3%	19%	14%	15%
Non-TfL Bus and Coach	23	6	5	5%	2%	2%	10%	9%	8%
Aviation	6	10	10	1%	4%	4%			
Diesel Rail	0	0	0	0%	0%	0%			
River	33	33	33	7%	13%	13%			
Gas - Domestic	8	5	5	2%	2%	2%			
Gas - Non-Domestic	168	117	117	35%	45%	46%			
Industry	-	-	-	0%	0%	0%			
Motorcycle	2	1	1	0%	0%	0%			
NRMM	29	26	27	6%	10%	11%			
Other	1	1	1	0%	0%	0%			

Source: TfL 2015 LAEI

Total PM10 - exhaust, tyre and brake	PM10 - tonnes			PM10 - percentage of total			PM10 - percentage of road transport		
	2010	2020	2025	2010	2020	2025	2010	2020	2025
	Baseline	with ULEZ	with ULEZ	Baseline	with ULEZ	with ULEZ	Baseline	with ULEZ	with ULEZ
TfL Bus	1.63	1.46	1.46	5%	6%	6%	10%	13%	13%
Taxi	3.46	1.91	1.52	11%	7%	6%	21%	17%	14%
Diesel Car	2.61	1.77	2.17	8%	7%	8%	16%	16%	20%
Petrol Car	2.79	2.49	2.21	9%	10%	8%	17%	22%	20%
Van and Minibus	3.15	1.75	1.81	10%	7%	7%	19%	16%	16%
HGV	2.40	1.53	1.55	7%	6%	6%	14%	14%	14%
Non-TfL Bus and Coach	0.74	0.38	0.37	2%	1%	1%	4%	3%	3%
Aviation	0.03	0.05	0.05	0%	0%	0%			
Diesel Rail	0.01	0.01	0.01	0%	0%	0%			
River	1.11	1.11	1.11	3%	4%	4%			
Gas - Domestic	0.06	0.05	0.05	0%	0%	0%			
Gas - Non-Domestic	2.70	1.89	1.89	8%	7%	7%			
Industry	-	-	-	0%	0%	0%			
Motorcycle	0.56	0.43	0.43	2%	2%	2%			
NRMM	2.92	3.01	3.19	9%	12%	12%			
Other	0.67	0.68	0.71	2%	3%	3%			
Resuspension	7.44	7.44	7.55	23%	29%	29%			

Source: TfL 2015 LAEI

Image 15: PM10 Source Apportionment – City of London

Table 1: Vehicle types using Beech Street

Vehicle type	No. of Vehicles	% of total
Motorcycle	663	6.5
Pedal cycle	1733	17.1
Car	2421	23.9
Taxi	2907	28.7*
LGV	1688	16.7
OGV1	204	2
OGV2	23	0.2
Bus/coach	161	1.6
Cycle hire bike	334	3.3
Total	10,134	100

Source: City of London Traffic Composition Survey 2014

* Central London Cycle Census⁶ suggested that up to 35% of all traffic on Beech Street was taxis

Key air quality sources:

- Non-domestic gas – expected to be 45% of source of NO_x in the City in 2020 with ULEZ
- Taxis – 29-35% of traffic on Beech Street are taxis with 43% cruising for trade⁷.
- Freight and delivery traffic – vans and HGVs predicted to generate 31% of NO_x generated by road transport in 2020 with ULEZ.
- NRMM & Construction sources – there are several large construction sites within the LEN and demolition and diesel generators contribute 10% of NO_x in the City by 2020 with ULEZ.
- Diesel cars – predicted to generate 31% of NO_x generated by road transport in 2020 with ULEZ.

For further information on the location choice and area data refer to Appendix B – LEN Area Background Information

⁶ TfL Cycle Census 2013

⁷ Barbican Taxi Study 2012

2. Measures

(1) Low Emissions Neighbourhood - Communications Strategy

Development of a communications and behaviour change strategy with the aim of educating and raising awareness of air pollution and provide real-time air pollution monitoring information to the local community, residents and workers.

Cost: £40,000 (Source LEN £40,000)

Estimated air quality benefits:

- Raises awareness of air pollution causes amongst 6,000 residents and 40,000 workers
- Enables 46,000 people to reduce their exposure

Other benefits: Conduit for consultation work

(2) Establish a Zero Emissions Network

- Direct work with organisations in area to support them to reduce their emissions.
- Incentivise active travel and zero emission vehicles & taxis for business purposes.
- Replacement or upgrade older polluting boilers and generators.
- Air Quality Champions will be nominated from each organisation.
- Annual Zero Emissions Festival in the City.

£90,000 (£50,000 from LEN, £20,000 sponsorship, £20,000 revenue)

- The City Fringe ZEN has been shown to reduce NO_x emissions by 95kg per annum.⁸

Improve community cohesion. CO2 reduction.

(3) TfL buses engagement

Working with TfL to undertake a city-wide review of bus movements in the LEN area and get local buses converted to ULEV.

£15,000 (Staff time)

- Removal of 160+ diesel bus movements through Beech Street per 12-hour weekday period

Financial revenue savings for TfL

(4) City Freight Forum

The LEN area will act as a pilot area for the City Freight Forum to focus new ideas and activities.

£30,000 (£10,000 from LEN, rest LIP)

- 225 Large goods vehicles and 1700 light goods vehicles pass through Beech Street

⁸ LB Hackney ZEN progress report 2015

during each 12-hour weekday period.

- Without action freight predicted to generate 31% of NO_x from road transport in the City by 2020.

Road safety - HGVs and vulnerable road users such as pedestrians and cyclists

(5) Planning guidance & policies

- All gas boilers in new commercial developments required to have a NO_x rating of <20mgNO_x/kWh by 2020.
- New Delivery & Servicing Plan guidance requiring provision of local consolidation, re-timing of deliveries and assessment of air quality impacts.
- All new construction sites in the LEN area to use local Construction Consolidation Centre to minimise deliveries to site.
- All new developments with > 1000m² floor space or >10 residential units will need to be air quality neutral with a view to being air quality positive by 2020.

£30,000 (£20,000 from LEN, rest staff time)

- 35% of NO_x emissions in the City of London are from commercial gas boilers and 6% are from domestic gas boilers therefore it is imperative that these sources are tackled.

CO₂ emissions reductions.

(6) NRMM minimum standards & pilot project

- Develop new best practice on use of standby generators and require all buildings in the LEN to adhere to the guidance.
- Establish a pilot scheme to set a threshold of minimum Stage V for non-road mobile machinery – requirement for all sites within LEN.

£30,000 (£15,000 from LEN, rest staff time)

- LAEI 2010 estimates that Non-Road Mobile Machinery (NRMM) used on construction sites was responsible for 6% of NO_x emissions and 9% of PM₁₀ emissions in the City.

Reduction in CO₂ emissions and noise pollution.

(7) No Idling Zone

Invoke the use the City of London's own local legislative powers to introduce a 'No Idling Zone' over the LEN area.

£60,000 (£20,000 from LEN the rest from CIL)

- Idling engines is associated with localised air pollution and can be a particularly significant problem at specific locations where there is coach parking.

It will discourage illegal parking and waiting. Reduction in CO₂ emissions and noise pollution

(8) Beech Street access restrictions – no through traffic or ULEVs only options

Substantially reducing through traffic along Beech Street by eliminating all through traffic, reducing traffic volume and/ or allowing access for ULEVs only (still allowing cycles). Geo-fencing could be used to ensure ZEC vehicles operate in this mode when travelling through. Access for residents, deliveries and visitors to the Barbican Centre car park entrances in Beech Street will be maintained.

£350,000 (£250,000 from LEN, £100,000 from LIP & CIL)

- The objective of the scheme is to reduce overall traffic flows and incentivise taxi drivers to switch to zero emission capable taxis earlier than they would do otherwise. 3,000 taxi movements are recorded in a 12-hour weekday period in Beech Street. This measure would remove all emissions associated with these vehicles. Also reduce exposure of up to 8,000 pedestrians a day that use Beech Street.
- Implementing this scheme in full would reduce the total emissions rate for NO_x and PM₁₀ in Beech Street from:
 - **NO_x = reduction from 0.294 g/km/s to 0.061 g/km/s**
 - **PM₁₀ = reduction from 0.022 g/km/s to 0.002 g/km/s**

It will greatly improve the urban realm in Beech Street enabling improvements to make it a more attractive gateway to the Barbican Centre. Much more pleasant and safer environment for pedestrians and cyclists.

(9) ULEV only loading bays at certain times

Introduction of ULEV priority loading bays and waiting/loading restrictions. This proposal will depend upon the availability of ULEV LGVs.

£40,000 (£0 from LEN, £40,000 from LIP)

- LGVs & HGVs are the source of 30% of NO_x emissions from traffic and they are the source of 38% of PM₁₀ emissions from traffic in the City.

Raises awareness of ULEVs for commercial purposes. Reduction in noise and CO₂ emissions

(10) Barbican Wayfinding strategy

Pedestrians and visitors currently walking indirect routes alongside heavily trafficked roads instead of alternative routes that avoid exposure to air pollution from traffic sources.

£200,000 (£0 from LEN, £200,000 from Area Enhancement Strategy)

- Enable 1 million+ visitors and residents per annum to reduce their exposure to air pollution by avoiding busier routes.

More liveable neighbourhood. Improved visitor experience. Improved public health by encouraging and facilitating walking

(11) Residents EV charging and cycle parking
Barbican and Golden Lane estate residents have expressed strong demand for both additional secure cycle parking and electric vehicle charging points for the limited number of residents that still own their own private vehicle and park it on site.
£100,000 (£20,000 from LEN, £80,000 from LIP)
<ul style="list-style-type: none"> At last count the Barbican Estate Manager had over 300 residents on a waiting list for an electric vehicle charging point.
Additional secure cycle parking will reduce theft and crime. CO2 reductions. Improved public health by supporting cycling
(12) Greening programme
The LEN project will look at options for greening streets within the area particularly the area to the north of Beech Street and along Golden Lane.
£200,000 (£20,000 from LEN, £180,000 from Area Enhancement strategy)
<ul style="list-style-type: none"> The green infrastructure will result in improved air quality particularly for particulate matter and we will choose specific species that are beneficial for air quality.
Shade provision mitigates against impacts of climate changes. New green space offers places for people to relax and children to play. Helps in reducing surface water run off and leads to improvements in biodiversity
(13) Off Street rapid EV charging hubs
Provision of electric vehicle charging infrastructure to cater for zero emission capable taxis and electric commercial vehicles in off street car parks. They will be a mix of 22kw and possibly 50kw to cater for the different types of users and vehicles that will require charging.
£120,000 (£20,000 from LEN, £100,000 from OLEV/TfL)
<ul style="list-style-type: none"> Essential to support the transition from ICE vehicles to ULEVs. The primary audience for the EV hubs will be taxis and LGVs and together these two types of vehicle are the source of 60% of PM10 emissions from traffic sources in the City.
Climate change mitigation. Noise pollution.
(14) Area wide Delivery & Servicing Plan
Aim is to get understanding of the number and type of deliveries taking place in the area and then look at how they can be reduced through consolidation, retiming and re-modelling. The DSP will first look at the three key public sector organisations operating in the area - the Barbican Centre, St Barts NHS hospital and the City of London Guildhall.
£90,000 (£75,000 from LEN, £15,000 from LIP)
<ul style="list-style-type: none"> LGVs & HGVs are the source of 30% of NOX emissions from traffic and they are the source of 38% of PM10 emissions from traffic in the City.
Potential cost savings to businesses participating. Reduced congestion and traffic volumes and reduction in noise pollution. Improved safety for cyclists and pedestrians.

(15) Micro consolidation centre & last mile deliveries scheme		
Establish a micro consolidation centre in Barbican car park where deliveries for businesses and organisations within the LEN area could be dropped off or picked up. There would be a zero emission last mile delivery service using either an electric van or tricycle linked to the area wide delivery & servicing plan.		
£250,000 (£150,000 from LEN, £100,000 from CIL & LIP)		
<ul style="list-style-type: none"> Evidence from the North London boroughs consolidation centre has seen a 57% reduction in the number of vehicle trips being made to council sites which has resulted in a 69% reduction in distance travelled and 71% reduction in NOX emissions. 		
Reduced traffic congestion and vehicle flows. Improved safety for cyclists and pedestrians.		
(16) Cycle Quietways		
Proposals for two Cycling Quietway routes to be implemented through the LEN area as part of the Mayor of London's Central London Cycle Grid programme.		
£150,000 (£0 LEN, £150,000 Cycling funds)		
<ul style="list-style-type: none"> By providing attractive and safe cycle routes we are encouraging additional cycle trips that may have previously been made by car or taxi. 		
Improved cyclist safety and creates more liveable neighbourhoods. Improvements in public health		
(17) ZEC Only Taxi ranks		
Only Zero Emission Capable taxis allowed to use the taxi rank in Silk Street. A dedicated EV charging point would also be installed at the taxi rank. Assuming this pilot rank is successful it will be rolled out to other taxi ranks in the City of London.		
£75,000 (£50,000 from LEN, £25,000 from LIP)		
<ul style="list-style-type: none"> Taxis are a primary cause of NOX emissions within the City of London area - incentivising taxis to make the transition to zero emission capable vehicles by giving ULEVs priority at taxi ranks is a key way of reducing these emissions. 		
Raises awareness of ULEV taxis. Reduction in noise pollution		
Discounted measures		
Measure	Description	Reason for discounting this measure
Daytime non-ULEV loading ban	Ban on loading and deliveries by non-ULEV vehicles during daytime hours.	Not enough commercial ULEVs are on the market and the impacts upon businesses could not be justified.
Barbican Centre car park restrictions	Barbican Centre car park – restrict to EVs and disabled only	Not acceptable to Barbican Centre.

Zero Emission Zone	Zero Emission Vehicles zone.	Lacked business, internal and political support.
ZEC taxi only pickup	Only ZEC taxis allowed to pickup in LEN area	Lacked business, internal and political support.

- **For further description of LEN measures refer to Appendix C.**
- **Refer to Appendix D for visualisations of some of the LEN proposals.**
- **Refer to Appendix E for shortlisting process for LEN proposals, assessment against TfL criteria and the discounted schemes.**
- **Refer to Appendix F for information on how the air quality benefits of the measures were assessed.**
- **Refer to Appendix G for information on how the cost of the LEN measures and proposals were estimated.**
- **Refer to Appendix H for a project plan for the LEN programme.**
- **Refer to Appendix I for a risk assessment of the LEN measures.**

3. Benefits

The concept behind the City of London's LEN is that it will act as a test bed for a diverse range of air quality improvement interventions. The interventions will be piloted and assessed here before being rolled out to the rest of the City of London and then potentially the whole of Greater London. The proposals included in this bid are an ambitious, comprehensive and integrated suite of measures that seek to tackle all sources of emissions in the City ranging from building emissions, traffic sources and construction machinery.

The proposals complement each other to create a cohesive neighbourhood scheme with truly transformative measures that will result in a substantial improvement in air quality in the very heart of the Capital. The City of London believes that the proposals included in the bid are the right combination of behaviour change, incentivisation, restrictions and enforcement alongside the necessary infrastructure required to support a genuinely low emission neighbourhood.

The City of London's LEN project will not only have a beneficial impact on air quality in the Barbican area but also result in a more liveable neighbourhood with less traffic, improved public realm, safer places to cycle and walk, new green infrastructure and play facilities.

The most significant and transformative impact will be the reduction of traffic volumes and introduction of the ULEV and Access Only restrictions in Beech Street.

- Cumulative emissions reduction - Beech Street currently carries approximately 8,000 motorised vehicles during a 12-hour weekday period. Approximately 3,000 of these vehicles are black taxis. It is fair to assume that upon introduction of the access restrictions in form of a no through route or ULEVs only scheme almost all of these ICE black taxis will be excluded from using this street as a through route. So the minimum reduction in emissions will be equivalent to 3,000 black taxis per day. Implementing this scheme in full would reduce the total emissions rate for NO_x and PM₁₀ in Beech Street from:
 - **NO_x = reduction from 0.294 g/km/s to 0.061 g/km/s**
 - **PM₁₀ = reduction from 0.022 g/km/s to 0.002 g/km/s**
- Exposure reductions – Over 700 pedestrians an hour during 12 hour working weekday that use Beech Street will benefit from reduced exposure (over 8,000 pedestrians a day).
- Public health benefits – increased health and activity amongst vulnerable residents living in area and children at Prior Weston and City of London Girls School. Reduced mortality amongst vulnerable patients at Barts.
- Urban realm value uplifts – Golden Lane improvements and Beech Street currently have poor public realm and pedestrian environments. The combination of the area enhancement strategy schemes and LEN proposals will result in significant

improvement in pedestrian comfort levels and public realm experience.

- Road safety benefits – reduced traffic volumes and through traffic in the area will result in safer conditions for pedestrians and cyclists with resulting reductions in accident rates.
- Community cohesion – the provision of more green space, less traffic and pollution will encourage greater community cohesion and places to meet and stop and rest.
- Crime and theft – improved cycle parking will result in reduced crime and theft rates.

Refer to appendix F for further background information on measures.

4. Local Support

Engagement undertaken

The City of London has undertaken a series of engagement exercises including meeting with and in some cases presenting to the following stakeholders:

- Barbican Estate Residents Association (representing 4500 residents) annual committee meeting
- Barbican Estate Environment and Sustainability Committee Chair
- Lauderdale Tower Residents Association AGM
- Golden Lanes Estate Residents Association Chair
- Barts NHS Hospital – Associate Director of Sustainability and Patient Transport
- Barbican Centre
- Living Streets

Engagement via email has occurred with the following organisations:

- Prior Weston School
- Cheapside Business Improvement District

Internally within the City of London teams and departments:

- Transport Planning Team
- Network Manager
- Town Clerks Policy
- Barbican Cultural Hub Project Manager
- Waster Services Manager
- Barbican Estate Manager
- Barbican Estate Car Parks Manager
- Freight Officer
- Environmental Enhancement Team

The LEN project has been approved by:

- David Smith – Director of Markets and Consumer Protection
- Carolyn Dwyer – Director of Built Environment
- Steve Presland – Director of Transportation and Public Realm
- Nicholas Kenyon – Managing Director of the Barbican Centre

The Project Sponsor is Jon Averbs, the Director of Consumer Protection and the Project Lead is Ruth Calderwood, Air Quality Lead at the City of London.

Political support

The following members have approved of the LEN bid and offered letters of support:

- Wendy Mead OBE, Chairman of the Port Health and Environmental Services Committee
- Joyce Nash OBE, Deputy Chairman of the Health & Wellbeing Board
- Michael Welbank MBE, Chairman of the Planning and Transportation Committee
- Jeremy Simons – Deputy Chairman of Port Health and Environmental Services Committee

- John Tomlinson – Chairman of the Barbican Board

The City of London Port Health and Environmental Services Committee has expressed strong support for the LEN bid and air quality has now been categorised as a key concern and has been added to the Corporate risk register as a key risk for the City of London.

Evidence of strong support

[Bart's Health NHS Trust](#)

Through the Mayors Air Quality Fund, the City Corporation has worked with Bart's Health NHS Trust on following [air quality projects](#):

- Protecting Patients – Clinicians at Bart's Health NHS Trust have been providing advice to vulnerable patients on how to reduce their exposure to air pollution.
- Breathing Spaces – air quality plants have been planted within the hospital grounds.
- Active Travel – working with Bart's Health staff to encourage them to leave their car at home and use other ways to get to work.
- Cleaner fleets, healthier streets – working with the main hospital fleet provider to reduce emissions from the fleet.

Discussions have been held with the Assistant Director of Facilities and Sustainability at Bart's Health NHS Trust. Barts health is keen to be involved in the LEN project and has provided a letter of support.

Barbican Residents Association

The Barbican Residents Association and their Environmental Group are extremely engaged and proactive when it comes to air quality in the City. They have undertaken a number of projects such as the [Science in the City](#) project where they actively measured and monitored air pollution on their estate and produced the comprehensive report found and even produced a video that can be found on [Youtube](#) describing the project and the [outcomes](#). The residents have expressed strong support for access restrictions in Beech Street.

City of London officers presented the LEN bid proposals at the Annual General Meeting of the Barbican Residents Association. Afterwards a vote on whether to support the bid by resident's representatives was held and it was unanimously approved. A letter of support reflecting their support can be found in **Appendix J**.

Prior Weston School and Children's Centre

The Prior Weston School and Children's Centre in the London Borough of Islington has previously been involved in the [Cleaner Air for Schools](#) project and has expressed support for air quality improvement schemes to address pollution issues in the area.

Golden Lane Estate Residents Association

Golden Lane Estate Association Chair was supportive of the LEN proposals and would like to see public realm improvements to the Golden Lane area. Engagement with the Chair of the Group was held and he was supportive but unfortunately it proved difficult to obtain a letter of support from them because their annual meeting was held earlier in

the year and the letter of support can only be approved at a full meeting of residents.

Cheapside Business Improvement District (BID)

Cheapside BID has been very engaged with air quality issues, working with the Air Quality Team at the City to establish a network of NO2 monitoring sites in and around the Cheapside area. They are particularly keen on introducing green infrastructure and measures to help businesses reduce the environmental impacts of their deliveries and servicing.

Barbican Centre

In the Barbican Centre's response to the Area Strategy Review they expressed their keenness to see improvements to Beech Street particularly for the benefit of pedestrians and make it safer and more pleasant to access the centre from Barbican tube station.

Business Community in Barbican Area

As part of the Science in the City project the Barbican Residents Environment Group engaged directly with almost all businesses based in and around the Barbican Estate and there was generally strong support for measures to improve air quality in the area and to be good neighbours.

Living Streets London

Living Streets have expressed strong support for the LEN proposal and in particular want to see access restrictions and improvements to Beech Street. They have previously undertaken community street audits in this area and identified Beech Street as a problem location which needed addressing.

Cleaner Air in London

Simon Birkett the Director of Cleaner Air in London has expressed strong support and believes that the bid is visionary and could be easily replicated across London. A letter of support from Simon can be found in Appendix J.

What measures have the most support

The proposed restrictions for Beech Street covered roadway has the most support from residents and organisations in the area because it is universally recognised that air pollution here is very serious and conditions for pedestrians and visitors using this route are unpleasant as a result.

Do any organisations have objections or concerns about any proposals

Barbican Centre had concerns about the loading bay nearest to their entrance becoming ULEV only and their HGVs not being able to use Beech Street as an access and loading route. It was explained that Beech Street restrictions would not apply to vehicles accessing to their facilities and due to the nature of the vehicles requiring the loading bay immediately outside the Barbican (HGVs and lorries for the symphony orchestra and theatre sets) this would not be the site of the trial ULEV loading bay.

Letters of support can be found in Appendix J

5. Match Funding

The City of London is in the fortunate position of being able to rely a number of different sources of match funding which include, but are not limited to, the following:

- S106 and CIL funding – the City of London has built up a substantial pot of CIL funding that is available for both air quality and transport improvements and upgrades. The London Wall development is in the immediate vicinity of the core LEN area could also contribute S106 funding.
- £100k LIP funding has been allocated for air quality improvements and LEN in the years 2016/17, 2017/18, 2018/19 totalling £300k over the three-year lifetime of the project.
- Staff time – there are a number of dedicated staff that will be involved in the project – including officers based in Air Quality, Transportation, Freight and Facilities teams.
- The air quality team has revenue and capital funding available that can be spent on schemes related to the LEN project.
- Sponsorship – we will be looking to obtain sponsorship from businesses and organisations as part of the Zero Emissions Network project
- Area environmental enhancement schemes – the City of London has a rolling programme of Area Enhancement Projects and the [Barbican/Golden Lane area](#) is due to commence in the next 12 months. The wayfinding and greening proposals will be mainly funded from these funds.
- Cycle Vision/Quietways fund – two Quietway routes traverse the LEN area and implementation work will commence in the first year of the LEN project.

Refer to Appendix K for the costs breakdown and match funding sources

6. Monitoring and Evaluation

To understand the impacts the LEN proposals will have on air quality in the City and whether it should be rolled out across London there needs to be comprehensive and reliable monitoring. The City Corporation has been monitoring NO_x and PM10 in Beech street using continuous analysers for a number of years. This provides excellent baseline data for interventions along this road and monitoring will continue for the duration of the project. The City will also look to install a number of other continuous analysers at strategic points in the LEN area.

As part of the LEN project we are also proposing that additional NO_x diffusion tube monitoring be undertaken by Barbican residents as Part 2 of the Science in the City project. This will take place in each year throughout the project as shown in the project plan.

Additional measurements and monitoring will include pedestrian and cyclist counts on Beech Street and Quietway routes through the area over the period of the project (pre, during and post) as well as traffic flow counts, road traffic accident rates and childhood activity and play levels.

Further qualitative monitoring will include the number of businesses and organisations signed up to the Zero Emissions Network with active Delivery and Servicing Plans.

The success of the project will be based upon the following outcomes and targets being met by the end of the 3rd year (April 2019):

- 1) 80% of businesses/organisations within area signed up to the Zero Emissions Network**
- 2) 50% of organisations with more than 100 employees in LEN to have a DSP and be using a consolidation centre in some form.**
- 3) At least 25% less vehicular traffic volumes in the core LEN area – Beech Street/Silk Street/Golden Lane/Moor Lane/Fore Street.**
- 4) 20% increase in cyclists on roads within core area.**
- 5) 10% increase in walking activity amongst residents and schoolchildren in the LEN area.**
- 6) Annual average concentrations of NO₂ to be below 40µg/m³ across the core LEN area (Beech Street/Golden Lane/Silk Street/Moor Lane/Fore Street).**

Project Manager Assurance:

Jon Averbs, Director of Consumer Protection and the Project Sponsor for the LEN bid has given his assurance that if the bid is successful the City of London will employ a dedicated Project Manager to lead on the project and they will be in position within 2 months of the successful bids being announced.

State Aid advice:

The City's Lead Solicitor has confirmed that they foresee no issues related to State Aid with the City of London's LEN bid proposals and they are legally compliant with it and any other legislative requirements.

APPENDICES:

- A. Barbican Science in the City Study**
- B. LEN area background data collection and analysis**
- C. LEN measures report**
- D. Visualisations**
- E. Measures shortlisting and criteria assessment work**
- F. Measures benefits calculation**
- G. Measures cost calculation**
- H. Project Plan**
- I. Risk assessment**
- J. Letters of support**
- K. Match funding sources**

PLANNING AND TRANSPORTATION COMMITTEE REPORT

Points to Note:

- There are 14 Public Lifts/Escalators in the City of London estate. This is a report by exception, and hence, only the two listed lifts/escalators that suffered breakdown within the reporting period are shown within this report.
- The report was created on 20th September 2016 and subsequently since this time the public lifts or escalators could have been brought back into service or experienced further breakdowns which will be conveyed in the next report.

Location And Age	Status as of 20/09/2016	% of time in service between 31/08/2016 and 20/09/2016	Number of times reported Between 31/08/2016 and 20/09/2016	Period of time Not in Use Between 31/08/2016 and 20/09/2016	Comments Where the service is less than 95%
London Wall (No.1) Escalator (UP) 2003 SC6458959	OUT OF SERVICE	0%			This escalator is currently undergoing a refurbishment programme. Anticipated return to service date is mid-October.
Wood Street Public Lift (Royex House) 2008 SC6458970	OUT OF SERVICE	48.7%	1	320 hrs	06/09/2016 - Engineer attended site and found the lift running but not fully levelling with the floor. Further investigation found a blocked valve block and the hydraulic oil tank excessively hot. A hydraulic engineer has visited and found parts required which are on order.

Additional information

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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