



Planning and Transportation Committee

Date: TUESDAY, 13 DECEMBER 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	

Enquiries: **Gregory Moore**
tel. no.: 020 7332 1399
gregory.moore@cityoflondon.gov.uk

Lunch will be served in Guildhall Club at 12.30pm
N.B. Part of this meeting could be the subject of audio or visual 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**
 - a) To agree the public minutes and summary of the meeting held on 28 November 2016 (TO FOLLOW).

For Decision
 - b) To agree the public minutes and summary of the meeting held on 30 November 2016 (TO FOLLOW).

For Decision
4. **BANK JUNCTION IMPROVEMENTS: EXPERIMENTAL SAFETY SCHEME**

Report of the Director of the Built Environment.

For Decision
(Pages 1 - 20)
5. **TUDOR STREET - ALTERNATIVE DESIGN & MITIGATION MEASURES**

Report of the Director of the Built Environment.

For Decision
(Pages 21 - 30)
6. **15 TRINITY SQUARE UNAUTHORISED SHORT TERM LETTING - ENFORCEMENT REPORT**

Report of the City Planning Officer and Director of Development.

For Decision
(Pages 31 - 50)
7. **CITY CORPORATION'S RESPONSE TO MAYOR'S CONSULTATION ON 'A CITY FOR ALL LONDONERS'**

Report of the Director of the Built Environment.

For Decision
(Pages 51 - 64)
8. **CONSULTATION ON THE CITY OF LONDON CORPORATION'S AIR QUALITY SUPPLEMENTARY PLANNING DOCUMENT**

Report of the Director of Markets & Consumer Protection.

For Decision
(Pages 65 - 114)

9. **REVENUE AND CAPITAL BUDGETS 2017/18**
Joint report of the Chamberlain, Director of the Built Environment and Director of Culture, Heritage & Libraries.
For Decision
(Pages 115 - 138)
10. **VALID PLANNING APPLICATIONS RECEIVED BY DEPARTMENT OF THE BUILT ENVIRONMENT**
Report of the Chief Planning Officer and Development Director.
For Information
(Pages 139 - 140)
11. **SECTION 106 AND COMMUNITY INFRASTRUCTURE LEVY MONITORING REPORT**
Report of the Director of the Built Environment.
For Information
(Pages 141 - 194)
12. **DEPARTMENT OF THE BUILT ENVIRONMENT RISK MANAGEMENT – QUARTERLY REPORT**
Report of the Director of the Built Environment.
For Information
(Pages 195 - 208)
13. **PUBLIC LIFTS UPDATE**
Report of the City Surveyor.
For Information
(Pages 209 - 210)
14. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
16. **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

17. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 28 November 2016 (TO FOLLOW).
For Decision

18. **DEBT ARREARS (BUILT ENVIRONMENT) PERIOD ENDING 30TH SEPTEMBER 2016**

Report of the Built Environment.

For Information
(Pages 211 - 218)

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

20. **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

Monday, 28 November 2016

Minutes of the meeting of the Planning and Transportation Committee held at the Guildhall EC2 at 10.30 am

Present

Members:

Christopher Hayward (Chairman)	Alderman David Graves
Deputy Alastair Moss (Deputy Chairman)	Graeme Harrower
Randall Anderson	Alderman Robert Howard
Alex Bain-Stewart	Paul Martinelli
David Bradshaw	Sylvia Moys
Henry Colthurst	Graham Packham
Revd Dr Martin Dudley	Deputy Henry Pollard
Peter Dunphy	James de Sausmarez
Emma Edhem	Tom Sleigh
Deputy Bill Fraser	Patrick Streeter
Marianne Fredericks	Michael Welbank (Chief Commoner)

Officers:

Simon Murrells	- Assistant Town Clerk
Lorraine Brook	- Town Clerk's Department
Fern Aldous	- Town Clerk's Department
Simon Owen	- Chamberlain's Department
Deborah Cluett	- Comptroller & City Solicitor's Department
Annie Hampson	- Chief Planning Officer and Development Director, Department of the Built Environment
Elisabeth Hannah	- Department of the Built Environment
Ian Hughes	- Department of the Built Environment
Tony Newman	- Department of the Built Environment
Steve Presland	- Department of the Built Environment
Gwyn Richards	- Department of the Built Environment
Iain Simmons	- Department of the Built Environment
Craig Stansfield	- Department of the Built Environment
David Stothard	- Department of the Built Environment
Sonia Williams	- Department of the Built Environment

1. APOLOGIES

Apologies For absence were received from George Gillon, Alderman Peter Hewitt, Alderman Vincent Keaveny and Angela Starling.

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

Marianne Fredericks declared a personal interest in Agenda Item 16 – Review of Public Car Park Provision in the City – by virtue of having a residential parking permit.

3. **MINUTES**

The Committee considered the minutes of the last meeting held on 25th October 2016.

Following some discussion, it was agreed that the minute should be amended to reflect the balanced debate that took place in respect of Item 12: Any Other Business – Application for Designation of the Still & Star Public House as an Asset of Community Value. It was felt that the minute only reflected the grounds on which the application should be refused rather than setting out the range of views that had been expressed and the analysis of the pros and cons that had been presented by Ms Moys. As the minute did not appropriately reflect the balanced debate that had taken place, it was agreed that it should therefore be revised.

Resolved:- That the minutes of the last meeting held on 25th October 2016 be agreed as a correct record of the meeting subject to an amendment at Item 12: Any Other Business – Application for Designation of the Still & Star Public House as an Asset of Community Value, the final wording of which would be agreed by the Town Clerk in consultation with the Chairman and Deputy Chairman of the Committee.

MATTERS ARISING

Item 12: Any Other Business – Application for Designation of the Still & Star Public House as an Asset of Community Value

In respect of the application for designation of the Still & Star Public House as an Asset of Community Value (ACV), Members were advised that following consideration of the matter by the Policy & Resources Committee, the application had been deferred until such time that a policy setting out the City Corporation's position on Assets of Community Value had been agreed. It was noted that the decision-making arrangements in respect of ACV applications would be determined in due course by the Policy & Resources Committee.

4. **ANNUAL ON-STREET PARKING ACCOUNTS 2015/16 AND RELATED FUNDING OF HIGHWAY IMPROVEMENTS AND SCHEMES**

The Committee received a report of the Chamberlain in respect of the Annual On-Street Parking Accounts 2015/16 and related funding of highway improvements and schemes.

It was noted that, in common with other London authorities, the City of London Corporation was required to report to the Mayor of London on action taken in respect of any deficit or surplus in its On-Street Parking Account for a particular financial year and this report informed Members that there was a surplus of £5.608m arising from on-street parking activities in 2015/16; that a total of

£3.366 was applied in 2015/16 to fund approved projects; and the surplus remaining on the On-Street Parking reserve at 31st March 2016 was £17.229m and which would be wholly allocated towards the funding of various highways improvements and other projects over the medium term.

In response to a query regarding fine-processing arrangements, Officers undertook to clarify the position after the meeting.

Resolved:– That the report be noted ahead of submission to the Mayor of London.

5. **RIGHTS OF LIGHT ISSUES AFFECTING DEVELOPMENT**

The Committee considered a joint report of the Comptroller & City Solicitor and the Chief Planning Officer in respect of an update about rights of light issues affecting development. Members noted the recent changes in the law relating to the use of planning powers to override rights of light, easements and other rights attached to land and agreed that the general approach to these powers, as adopted in 2011, be slightly modified to reflect the changes in law.

Resolved:-That the Planning and Transportation Committee recommend to the Court of Common Council, that the arrangements they agreed in 2011 for exercising powers relating to overriding rights of light and other rights be continued under the new statutory provisions in Section 203 of the Housing and Planning Act 2016 (“S.203”) by resolving as follows:

1. acquisitions of interests in land under S.227 Town and Country Planning Act 1990 or appropriations for planning purposes, may be considered on a case by case basis in order to engage S.203 powers to allow developments to proceed (where they would otherwise be inhibited by injunctions or threats of injunctions prohibiting infringements of rights of light) subject to: (i) such development being in the public interest, such public interest being sufficient to justify interference with any private rights and proportionate; (ii) the relevant criteria in Appendix 1 being met (iii) all financial liabilities of the City being indemnified; and (iv) where feasible and appropriate in the circumstances of the case, prior consultation being carried out in accordance with paragraph 14 of this report;
2. where such acquisitions or appropriations are so considered on a case by case basis, the Planning and Transportation Committee be authorised to determine whether such acquisition or appropriation may be authorised; and
3. where the Planning and Transportation Committee determine that such acquisition or appropriation be authorised they may delegate the determination of such matters as they see fit and the final decision to the Town Clerk, in consultation with the Chairman and Deputy Chairman of that Committee:.. the matters to be determined by the Town Clerk may include (i) whether adequate attempts have been made to remove injunction risks by negotiating the release of affected rights of light by

agreement; (ii) whether those entitled to rights of light are prepared by agreement (on reasonable terms and within a reasonable time) to permit infringements of those rights and (iii) the terms on which the acquisition or appropriation is to proceed.

6. **EASTERN CITY CLUSTER SECURITY PROJECT**

The Committee received a report of the Director of the Built Environment relative to a proposed security project which would appropriately reflect the significantly changed environment of the Eastern Cluster and deliver suitable area-wide security measures.

Members were advised that the gateway report had been approved by the Projects Sub-Committee on 23rd November 2016 and the project would now proceed to gateway 3 –Outline options Appraisal (Complex) stage.

In response to a query as to why the security measures within the Eastern Cluster were being considered in isolation rather than within the wider context which could incorporate other significant issues including people, waste collection, street cleansing, traffic and policing, the Assistant Director of the Built Environment assured Members that the issues were not being considered in isolation. He went on to explain that consideration of security issues arising from every planning application was an integral part of the planning process and this project was intended to enhance the area based approach to security within the Eastern Cluster. Members were further advised that there may, in due course, be implications for how individual applications address security issues.

A number of Members expressed support for the project and stressed the importance of ensuring that it was progressed with a degree of urgency and with adequate resources in place to ensure that there were no delays. Due to the significance of the project, it was agreed that a resolution be submitted to the Projects Sub (Policy & Resources) Committee setting out the Committee's view that the project should be expedited to ensure that the outline options appraisal (Gateway 3) was concluded before September 2017.

Resolved:- That –

(i) the report be noted; and

(ii) a resolution from the Planning & Transportation Committee be submitted to the next meeting of the Projects Sub (Policy & Resources) Committee setting out the Committee's view that the project be expedited to ensure that the outline options appraisal (Gateway 3) was concluded before September 2017.

7. **REPORTS RELATIVE TO PLANNING APPLICATIONS**

8. **1 UNDERSHAFT EC3P 3DQ**

The Committee considered a report of the Chief Planning Officer concerning the proposed development of 1 Undershaft, London EC3P 3DQ.

The Committee noted that the proposed development, which would be the tallest building in the City and the focal point of the Eastern Cluster, would provide a significant increase in flexible office accommodation and help satisfy the increasing demand and thus support the strategic objective of the City of London Corporation to promote the City as the leading international financial and business centre.

The Chief Planning Officer advised Members that whilst an objection had been submitted by St. Helen Bishopsgate Church and the Parochial Church Council in relation to the impact on the setting of the church, its structural stability and potential noise disturbance; a number of amendments to the proposals were now suggested and, in the event that these were agreed, the church would retract its request to speak in objection to the application. The Chief Planning Officer then outlined a number of amendments (as tabled to the Committee) and the developer's agreement to:

- (i) provide noise mitigation measures within the church;
- (ii) undertake a noise Attenuation Survey prior to commencement;
- (iii) implement necessary noise mitigation measures in the event that the Noise Attenuation Survey reveals an anticipated increase in noise levels resulting from or attributable to the development;
- (iv) undertake a Noise Audit and further Noise Attenuation Survey post-completion; and
- (vi) undertake to implement further necessary mitigation measures in the event that the post-completion report reveals that internal noise levels exceed the agreed pre-commencement internal noise levels.

Following the Chief Planning Officer's presentation setting out the key aspects of the planning application and the proposal that noise mitigation measures for the church be included in a section 106 covenant, the Chairman sought and received confirmation from the representative of the church and also the architect that they no longer wished to address the Committee.

A number of questions were raised around the vehicle lifts, access to the sunken public space, future deterioration of the building structure, long term usability of the public space and increased congestion on both the roads and the footways, impacts and adequacy of the transport infrastructure and air quality. A Member expressed concern about the location of the scheme, its design and the implications in terms of the significantly increased pedestrian footfall in the area. He referred to concerns about the sunken area and suggested that the area should instead be used to create a genuine public space that would help improve air quality conditions in the area.

Officers explained that a lot of work had been done during the pre-application stage to assess the long term viability of the public realm aspects of the design, the impact on pedestrian footfall and increased traffic congestion and assurances were given that the scheme, which accords with both the Local Plan and the London Plan, would deliver a substantial public space; that consolidated access arrangements would be in place through the S.106 agreement; and increased footfall in the area could be accommodated, albeit with reduced comfort in some areas. In respect of increased congestion on the

road/tube networks, Officers referred to Crossrail and other enhancements. Officers also confirmed that public transport capacity matters were being explored with Transport for London (TfL) and undertook to report back directly. Whilst Members were advised that access to the sunken space and the viewing gallery would be set down in agreements to ensure that public access was guaranteed, it was suggested that the current access arrangements within the viewing gallery should be extended and a restriction set down to prevent a future change of use. Officers undertook to explore additional public access hours and confirmed that restrictions on use would be in place.

The Committee noted that Officers and Members had worked hard with the developer to ensure that various objections had been addressed but, in respect of the Historic Royal Palace's objection to the scheme on the grounds of its impact on the Tower of London, Members acknowledged that whilst the scheme would be visible from certain points within the World Heritage Site, overall its impact was minimal and the location and design was appropriate.

The application was put to the vote, the result of which was as follows:-

19 votes in favour of the application
2 votes against the application.

Resolved:- That –

- (1) planning permission be granted for the above proposal in accordance with the details set out in the attached schedule subject to:
 - (a) the Mayor of London being given 14 days to decide whether to allow the Corporation to grant planning permission as recommended, or to direct refusal, or to determine the application himself (Article 5(1)(a) of the Town & Country Planning (Mayor of London) Order 2008);
 - (b) planning obligations and other agreements being entered into under Section 106 of the Town & Country Planning Act 1990 and Section 278 of the Highway Act 1980 in respect of those matters set out in the report, the decision notice not to be issued until the Section 106 obligations have been executed;
- (2) the Committee agrees in principle that the land affected by the building, which are currently public highway and land over which the public have right of access, may be stopped up to enable the development to proceed and, upon receipt of the formal application, officers be instructed to proceed with arrangements for advertising and making of a Stopping-up Order for the various areas under the delegation arrangements approved by the Court of Common Council; and
- (3) conditions in respect of accessibility to the viewing gallery and a consolidated approach to delivery and management of the scheme within an area-wide context be determined by Officers in consultation with the Town

Clerk and the Chairman and Deputy Chairman of the Planning & Transportation Committee.

9. **22 BISHOPSGATE EC2N**

The Committee considered a report of the Chief Planning Officer concerning an application proposing amendments to planning permission in respect of 22 Bishopsgate, London EC2N.

Members were advised that amendments to an approved building were not unusual for a complex scheme as the construction progressed; that these did not affect the wider impact of the scheme on the setting and were acceptable with an improved visual appearance of the building at the lower levels. It was noted however that some changes would impact on the quality and space of the public realm as approved, for example in respect of bike parking provision.

A Member expressed concern about the alterations which he felt resulted in a loss of mixed use within the building and would have implications for public use. In addition, he felt that the inclusion of retail space elsewhere within the site did not off-set the loss of access and retail space on Bishopsgate. In response the Chief Planning Officer explained that the proposed retail offer was greater in area than the original proposals and there were a number of benefits for public access as a result of the viewing gallery.

During this item, and in respect of Standing Order No. 40, the Chairman sought the Committee's consent to extend the meeting to allow for the remaining business to be considered. This was put to the meeting and **AGREED**.

The application was put to the vote, the result of which was as follows:-

17 votes in favour of the application
1 abstention.

Resolved: - That -

- (1) planning permission be granted for the above proposal in accordance with the details set out in the attached schedule subject to:
 - (a) the Mayor of London being given 14 days to decide whether to allow the Corporation to grant planning permission as recommended, or to direct refusal, or to determine the application himself (Article 5(1)(a) of the Town & Country Planning (Mayor of London) Order 2008);
 - (b) planning obligations and other agreements being entered into under Section 106 of the Town & Country Planning Act 1990 and Section 278 of the Highway Act 1980 in respect of those matters set out in the report, the decision notice not to be issued until the Section 106 obligations have been executed;
- (2) the Committee agrees, in principle, that the land affected by the building which is currently public highway and land over which the public have right

of access may be stopped up to enable the development to proceed and, upon receipt of the formal application, officers be instructed to proceed with arrangements for advertising and making of a Stopping-up Order for the various areas under the delegation arrangements approved by the Court of Common Council; and

- (3) Officers be instructed to negotiate and execute obligations in respect of those matters set out in "Planning Obligations" under Section 106 and any necessary agreements under Section 278 of the Highway Act 1980.

10. **CROSBY SQUARE STEPS EC2N**

The Committee considered a report of the Chief Planning Officer in respect of a planning application concerning Crosby Square Steps, London EC2N.

Members were advised that the application concerned works of hard and soft landscaping to the steps leading from Undershaft to Crosby Square, including the re-grading of the steps, installation of a public lift, provision of handrails and seating and the planting of new trees. It was noted that the lamp post which was currently positioned on the steps would need to be moved and a condition had been included requiring details of its repositioning. With regards to the creation of small terraces for seating alongside landscaping, advice had been received from Officers within the Open Spaces Department that this would be difficult to achieve due to insufficient space and the Chief Planning officer advised Members that the matter would be explored further and with conditions imposed where necessary.

Resolved:- That the Chief Planning Officer and Development Director be delegated authority to consider any objections received prior to the expiry of the consultation period and to grant planning permission in accordance with the details set out in the attached schedule subject to: (i) the Chief Planning Officer being satisfied there are no new considerations raised by any new objections; and (ii) any necessary S106 agreement.

11. **UPDATE TO SCHEME OF DELEGATIONS**

The Committee considered a report of the Director of the Department of the Built Environment in respect of changes to the Scheme of Delegations in order to reflect minor modifications to legislation and responsibilities and to ensure the on-going facilitation and administration of various functions.

Resolved:- That –

- (i) the report be noted;
- (ii) the new and updated delegations to Chief Officers, as set out in the updated Scheme of delegations at Appendix A of the report, be approved for onward submission to and for approval by the Court of Common Council; and
- (iii) the Committee recommend that the Court of Common Council appoint the District Surveyor, and in his absence, the Assistant District Surveyors, and in the absence of the Assistant District Surveyors, the Director of the Built Environment, to be the “appointing officer” pursuant to the Party Wall etc. Act 1996 to exercise the power to select a third surveyor under section 10(8).

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

A member of the Committee sought clarification in respect of the provision of alternative routes given possible on-going delays to the 21 Moorfields development. The Comptroller & City Solicitor advised Members that Officers were not aware of any delays to the scheme but, if they arose, section 106 provisions requiring adherence to a programme (subject to variation) would enable the City Corporation to secure an alternative route through the site.

A query was raised in respect of the increased traffic congestion on Lower Thames Street as a result of the East/West Super-cycle Highway works and also the closure of Tower Bridge. With reference to some concerns that had been raised by local businesses, clarification was sought as to whether revised traffic management solutions could be explored and implemented as an interim measure to allow eastern access. In response the Director of the Built Environment confirmed that the matter would be explored in discussion with Transport for London (TfL).

In response to a question regarding the public realm space at the Cheesegrater and what action was being taken to enhance public access, an Officer explained that planting at the site was currently being addressed.

A query was raised in respect of the new frontage at 55 Aldersgate (The Commander) and clarification sought as to whether the relevant planning consent had been sought, to which Officers confirmed that they would look into the matter.

NOTED.

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

There was none.

14. **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: -

Item Nos.	Paragraph(s) in Schedule 12A
15 - 16	3

Part 2 – Non-Public Agenda

15. **NON-PUBLIC MINUTES**

The Committee considered the non-public minutes of the last meeting held on 25th October 2016.

Resolved:- That the non-public minutes of the last meeting held on 25th October 2016 be approved as an accurate record.

16. **REVIEW OF PUBLIC CAR PARK PROVISION IN THE CITY**

The Committee considered a joint report of the Director of the Built Environment and the Director of Market and Consumer Protection in respect of a review of public car park provision within the City.

Resolved:- That the report be approved.

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

There were none.

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

There was none.

The meeting closed at 1.09 pm

Chairman

**Contact Officer: Amanda Thompson
tel. no.: 020 7332 3414
amanda.thompson@cityoflondon.gov.uk**

PLANNING AND TRANSPORTATION COMMITTEE

Wednesday, 30 November 2016

Minutes of the meeting of the Planning and Transportation Committee held at Livery Hall - Guildhall on Wednesday, 30 November 2016 at 9.30 am

Present

Members:

Christopher Hayward (Chairman)	Alderman Vincent Keaveny
Revd Dr Martin Dudley	Oliver Lodge
Emma Edhem	Paul Martinelli
Deputy Bill Fraser	Sylvia Moys
Marianne Fredericks	Graham Packham
George Gillon	Deputy Henry Pollard
Graeme Harrower	James de Sausmarez
Alderman Peter Hewitt	Patrick Streeter
Alderman Robert Howard	Deputy James Thomson
Gregory Jones QC	Michael Welbank (Chief Commoner)

Officers:

Simon Murrells	-	Assistant Town Clerk
Julie Mayer	-	Town Clerk's
Natasha Dogra	-	Town Clerk's
Deborah Cluett	-	Comptroller and City Solicitor's Department
Carolyn Dwyer	-	Director of the Built Environment
Alison Hurley	-	Department of the Built Environment (DBE)
Annie Hampson	-	Chief Planning Officer, DBE
Iain Simmons	-	Department of the Built Environment
Steve Presland	-	Department of the Built Environment
Louisa Allen	-	Department of Open Spaces

1. APOLOGIES

Apologies were received from Deputy Alastair Moss, Deputy Chairman (*absent due to his attendance at City of London Corporation business*), Randall Anderson, Henry Colthurst, Sophie Fernandes, Deputy Brian Harris, Deputy Henry Jones, Judith Pleasance, Graeme Smith, Angela Starling.

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

There were no declarations.

3. STREETS AND WALKWAYS SUB-COMMITTEE MINUTES

Members commended the Town Clerk for an excellent summary of a complex discussion.

RESOLVED, that – the draft minutes of the meeting of the Streets and Walkways Sub Committee of 8 November 2016 be noted.

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.

Members noted that the City had been advised yesterday of a decision to list 1 Poultry as Grade 2*, which superseded the decision taken a year ago not to list it. The Chief Planning Officer had previously advised that this was a non-designated heritage asset and would be in contact with the developers in respect of implications on planning applications and further proposals.

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.

6. **REPORTS RELATIVE TO PLANNING APPLICATIONS**

60 London Wall London EC2M 5TQ

Proposal: Partial demolition and redevelopment to provide a basement, ground floor plus ten upper storey building, to provide retail (Class A 1) and/or restaurant (Class A3) (floorspace 2,319sq.m GIA) at ground floor and basement levels and offices above (Class 81) (floorspace 42,984sq.m GEA) with associated roof top plant, terraces, reconfigured servicing, ancillary cycle parking and other associated works.

Registered No: 16/00776/FULMAJ

The Chief Planning Officer (CPO) introduced the application and made a presentation, which had been emailed to Members prior to the meeting. The Committee discussed the proposal and the following points were highlighted:

- Officers had responded to an objection from the City Heritage Society. This had not been withdrawn nor had further comments been made.
- Some Members felt that the loss of the Arcade was regrettable but others felt that it provided very little amenity, given that it was north-facing, dark and lead to a dead end. Members were reminded that the Arcade had been introduced as part of a possible widening of London Wall but this had been dropped in the 2015 Local Plan, as part of the City of London Corporation's emerging policies on traffic reduction.

- Given the forecast 25% increase in the City's business population over the next 10 years, Members were concerned about preserving pedestrian space and officers were working on a policy designed to address this. In respect of this development, Members noted there would be no alteration to the alignment of the frontage on Copthall Avenue and the increased footfall had been taken into account.
- There were mixed views as to the design of the building but it was noted that the floor to ceiling windows would make for an attractive working environment.
- The reference to three wheeled vehicle parking spaces applied to tricycles used by pedestrians with disabilities but, given these required more space, conditions as to their safeguarding would need to be very precise.
- Strong support was given to the introduction of consolidation centres and officers advised that, whilst they were keen to encourage them, they were not currently part of the Local Plan. However, it could be considered as part of delivery and management plans. There was a further suggestion that more loading bays be introduced on wider pavements, in order to reduce congestion on side roads.
- The Chairman, who was also the local Ward Member, had consulted with fellow Ward Members and they found the design to be sophisticated and in keeping with the local area, although they accepted this was a personal view. Furthermore, they felt that the application provided much needed office space.

RESOLVED, that – the application, on being put to the vote be approved.

Vote: 12 in favour; 5 against; 0 abstention.

- 1) That planning permission be granted for the above proposal in accordance with the details set out in the attached schedule subject to:
 - (a) planning obligations and other agreements being entered into under Section 106 of the Town & Country Planning Act 1990 and Section 278 of the Highway Act 1980 in respect of those matters set out in the report, the decision notice not to be issued until the Section 106 obligations have been executed.
- 2) That you agree in principle that the land affected by the building which are currently public highway and land over which the public have right of access may be stopped up to enable the development to proceed and, upon receipt of the formal application, officers be instructed to proceed with arrangements for advertising and making of a Stopping-up Order for the various areas under the delegation arrangements approved by the Court of Common Council.

- 3) That your Officers be instructed to negotiate and execute obligations in respect of those matters set out in "Planning Obligations" under Section 106 and any necessary agreements under Section 278 of the Highway Act 1980.

Postman's Park King Edward Street London

Proposal: Fell one London Plane and one Horse Chestnut and the planting of a replacement tree.

Registered No: 16/00619/TPO

The Chief Planning Officer presented the report, supported by a representative of the Department of Open Spaces. In responding to Members questions, officers advised that the replacement tree would be in accordance with the strategy approved with the Open Spaces Department. Members noted that Postman's Park had many London Plane trees, which are known to be afflicted with a disease called Massaria. Officers advised that the disease was active in the park and affected closely knit trees.

RESOLVED, that – the application, on being put to the vote be approved.

Vote: 17 in favour; 0 against; 1 abstention.

- 1) Consent be granted for the above trees to be removed, subject to a replacement tree being planted in accordance with the conditions and informatives as set out in the schedule.
- 2) Then financial implications in respect of compensation be noted.

7. TRAFFIC CONGESTION

The Committee considered a report of the Director of the Built Environment, together with resolutions from both the Streets & Walkways Sub and Policy & Resources Committees in respect of the current traffic situation in the City of London. Members noted that the resolution from the Policy and Resources Committee of 30 November proposed 2 amendments to the resolutions set out in the report.

During the discussion and debate on this report and the resolutions, a number of points were raised by Members of the Committee:

- There was a general concurrence with the resolutions from both the Streets and Walkways Sub and the Policy and Resources Committee.
- Members accepted this was a key issue with unknown outcomes and therefore the report had been drafted in such a way as to highlight the key issues which Members may wish to consider at this stage. Therefore, the report sought to demonstrate what the City of London Corporation were doing to achieve small 'wins'.
- Members suggested that officers should investigate innovative solutions to assist in managing traffic and congestion levels, in order to achieve a

shared space for all road users, with safety as paramount. Officers advised they were thoroughly investigating all the new smart technologies available to them.

- Members noted that the new Mayor of London had produced a document; 'City for all Londoners' proposing radical changes towards reducing traffic in the City. This document was currently with Officers and a response was required in January, at which time Members would be asked whether they would want to support the Mayor's proposals.
- Officers advised that traffic levels in both Central London and the City had been steadily decreasing but delays in Central London had increased by 30%. Members noted that the ring of steel isolated a lot of the City but there was still considerable congestion on its fringes, often caused by diversions.
- The Streets and Walkways Sub Committee had not supported an increase in the congestion charge. There was a further challenge to this on the basis that, when the charge had first been introduced, the immediate impact was eroded once motorists decided to accept it.
- A Member quoted the arrangements made for night time deliveries during the 2012 Olympics as an exemplar. Officers advised that a recent work strand had changed the format of surveys to a full working day and week, not just 7 am to 7pm. Members also noted that the Department of the Built Environment had recently made three new appointments to manage freight coming into the City. Plans for consolidation centres were due to be signed off this week and would shortly be available for Members.
- Members were reminded that the next iteration of the Local Plan was underway and this would seek to address Members' emerging views, in new joined-up policies.

RESOLVED, that – approval be given to:

1. the next steps as set out at paragraph 41-45 of the report but reserving a view on increasing the congestion charge; and subject to the proposal contained in paragraph 43 being amended to include a focus on reducing deliveries within certain times and hours with a view to achieving consolidation;
2. an overarching objective of reducing traffic in the City, subject to establishing the extent that the City Corporation's communities find it acceptable and that this be emphasised in the next draft of the Local Implementation Plan;
3. the allocation of a sum of £50k and £40k, respectively, towards the appointment of consultants to advance the City of London's approach to consolidation centres and the appointment of a FTE post, on a one year

trial basis, to investigate how better construction and servicing/delivery planning might alleviate City congestion;

4. with the exception of the introduction of toll on bridges, the measures be developed in more detail;
5. officers investigating a proposal of setting up a Member/Officer Working Party to consider policy development in respect of managing traffic congestion in the City and, that:
6. The Resolutions of the Streets and Walkways Sub and Policy and Resources Committees be noted.

8. **LIFTS AT WOOD STREET/LONDON WALL**

The Committee received a resolution of the Barbican Residential Committee in respect of the poor performance of the lifts at Wood Street and London Wall. Officers advised that there had not been further disruptions since September but would closely monitor the situation. Officers also agreed to investigate the ramp and signage in order to ensure that there was adequate and safe thoroughfare.

In respect of the erratic performance of the escalators, Members accepted that they were outside the remit of the City of London Corporation but officers agreed to talk to the Management Company for 124 London Wall to ensure they were being maintained regularly.

RESOLVED, that – the Resolution of the Barbican Residential Committee be noted.

9. **PUBLIC LIFT UPDATE**

The Committee received a report of the City Surveyor in respect of lift performance. In response to questions, Members noted that the Millennium Inclinor was now back in service and had only been unavailable for a short time. The lift at the eastern side of Tower Bridge was waiting for an inspection and would be back in service shortly. Officers advised that, for future developments, they would stipulate that lift mechanisms/storage rooms be easily accessible.

RESOLVED, that – the report be noted.

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

The following items were discussed during questions:

- Members had recently received an update on progress on the new Local Plan and noted that all businesses were being consulted and the consultation period had been extended by a month.

- Taxi companies had asked to be included in consultations on applications which might benefit from taxi ranks being located close by.

11. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no items.

The meeting ended at 11.20 am

Chairman

Contact Officer: Julie Mayer
julie.mayer@cityoflondon.gov.uk
020 7 332 1410

This page is intentionally left blank

Committees:	Dates:	
Streets and Walkways Sub-Committee	06/12/2016 (for information and comment only)	
Planning and Transportation Committee	13/12/2016	
Projects Sub-Committee	14/12/2016	
Resource Allocation Sub-Committee	15/12/2016	
Policy and Resources Committee	15/12/2016	
Subject: Bank Junction Improvements: Experimental Safety Scheme	Gateway 4/5 Authority to Start Work Regular	Public
Report of: Director of the Built Environment Report Author: Gillian Howard	For Decision	
<u>Summary</u>		
<p>• <u>Dashboard</u> Project Status: Green Timeline: Gateway 4/5 Total estimated Cost: up to £1,179,100 Spend to date approx. £373,000 Approved Budget: £387,100 (October 2016 issues report) Overall Project Risk: Green</p>		
<p><u>Summary</u> The proposal is to make Bank Junction safer and improve, or at least maintain, the average vehicle journey time in the total modelled area (roughly bounded by Cannon Street, Bishopsgate, London Wall and New Change/St Martin Le Grande). General traffic will be restricted from the junction during the working day, Monday to Friday 0700 to 1900. Over the last year, officers have worked with TfL on the traffic modelling and design. Officers have also engaged extensively with the local community to develop the design in detail; to best meet the needs of the local and wider communities. The scheme has been considered by the Roads Space Performance Group (RSPG) at TfL, on a technical basis, and it supports the recommended option.</p>		
<p>The scheme delivers;</p> <ul style="list-style-type: none"> • A highly significant casualty reduction at Bank; • Average general traffic journey times of a neutral/slightly positive benefit compared to the do nothing option; and • Significant benefits for the London bus services in the modelling area. 		
<p>To make sure that the scheme delivers maximum benefit, it is proposed to implement it using an experimental traffic order. This approach will allow modifications to be made if necessary and allow appropriate monitoring to take place.</p>		
<u>Recommendations</u>		
Streets and Walkways Sub-Committee:		
1. To note the contents of this report for information and make comment.		

Planning and Transportation Committee and Projects Sub-Committee:

2. Approve the recommendation to proceed to implementation of the experimental safety scheme at Bank to be bus and cycle only Monday to Friday, 0700 -1900 for a period of up to 18 months by use of an experimental traffic order.
3. Approve delegated authority to the Town Clerk in consultation with Chairman and Deputy Chairman to agree the procurement for the temporary enforcement cameras if not within the estimated budget range.
4. Approve the budget of £792,000 to implement, monitor and report back to committee the outcome of the experimental scheme within 18 months of the scheme becoming operational.
5. Approve the inclusion of any further Transport for London funding to the project budget that arises after this committee decision.

Resource Allocation Sub-Committee:

6. Approve the allocation of the S106 deposits set out in Table 3 (Appendix A) totalling £121,052 to the Bank junction experimental safety scheme
7. Approve the allocation of up to £670,948 from the On Street Parking Reserve account to the Bank Junction experimental scheme.
8. Approve the inclusion of any Transport for London funding to the project budget that arises with a report to this committee to confirm the inclusion and resultant balance on the On Street Parking Reserve or S106 contributions.

Policy and Resources Committee

9. To approve the experiment to restrict motor vehicles crossing Bank Junction to be bus and cycle only Monday to Friday, 0700 -1900 for a period of up to 18 months.

Overview

Since the Issues report in October 2016:-

- Completed and gained approval of the traffic modelling results by TfL;
- Road Space Performance Group (TfL) agreed the scheme from a technical perspective;
- Completion of the detailed design and submission and completion of the stage 1 and 2 road safety audit, which assess the design for adverse safety implications so that remedial work to the design can take place;
- Cost estimates collated; and
- Continued engagement with stakeholders.

To date the project has expended approximately £373,000 to reach this gateway 4/5 report. This has been spent on the extensive traffic modelling required by TfL; topographical and radar surveys; staff costs to cover project management, stakeholder engagement, detailed design, planning for enforcement and proposed loading changes. Table 2 in Appendix A shows expenditure against budget line.

Officers have also reported to the public inquest in July 2016 into the fatality at the junction in June 2015. The City were asked to attend pre-inquest hearings, submit written evidence for the inquest and were also invited to be present during the hearing. The Coroner also asked to ensure that relevant points and findings were taken into consideration for the future proposals for change at Bank. As requested, information from the hearing has informed the development of the recommended proposals. The Coroner felt that given the evidence submitted by the City around the work that was

being done to make changes at Bank, nothing constructive could be added by way of a preventative death report on this occasion. There is therefore an expectation that measures to improve safety in this complex location will be brought forward.

The proposed experimental Safety Scheme is a way of delivering a safety benefit for the public as soon as possible whilst further consideration of the long term changes for Bank continues. The experimental scheme will not solve all safety aspects at Bank, but will make a significant difference without the need for significant infrastructure changes; which will take more time to plan and deliver.

Under section 122 of the Road Traffic Regulation Act 1984 (RTRA), the City as highways authority must exercise its powers under the RTRA so as to secure the expeditious, convenient and safe movement of vehicular and other traffic including pedestrians, and the provision of suitable and adequate parking facilities on and off the highway. These powers must be exercised so far as practicable having regard to the following matters:-

- (a) the desirability of securing and maintaining reasonable access to premises.
- (b) the effect on the amenities of any locality affected including the regulation and restriction of heavy commercial traffic so as to preserve or improve amenity.
- (c) the national air quality strategy.
- (d) facilitating the passage of public service vehicles and securing the safety and convenience of their passengers.
- (e) any other matters appearing to the City to be relevant.

Under Section 149 of the Equality Act 2010 the public sector equality duty requires public authorities to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity and
- Foster good relations between those who share a protected characteristic (i.e. race, sex, disability, age, sexual orientation, religion or belief, pregnancy or maternity, marriage or civil partnership and gender reassignment) and those who do not.

Part of the duty is to have “due regard” where there is disproportionate impact and to take steps to mitigate the impact, on the basis that it is a proportionate means has been adopted towards achieving a legitimate aim.

• Proposed way forward

The evidence collated and modelled shows a strong case for implementing, on an experimental basis, a restriction on all vehicles, other than buses and cycles, crossing Bank Junction between the hours of 0700 to 1900 Monday to Friday, excluding Bank Holidays. This is the time period that 75% of collisions occur at Bank and it is anticipated that between 50-60% casualty savings can be made with the recommended Scheme.

It is therefore recommended that the experiment permits buses to continue to cross the junction during the restricted hours, along with pedal cyclists. This strikes a balance between the high people movement function of the junction and its approaches, whilst making a significant improvement to safety, particularly for pedestrians and cyclists. By

restricting the number of turning movements and vehicle journeys through the junction the probability of a collision and serious injury is reduced.

Chart 1 below illustrates how the junction would operate, in terms of casualty numbers, in a purely controlled environment (i.e. no vehicles permitted at all on the approach arms or across the junction, save for bus and cycle movements or bus cycle and taxi movements), projected back over the last five years. The casualty saving overall would have been 85% if it had have been bus and cycle only. The proposed experimental Safety Scheme is not recommended to be implemented on a pure controlled basis – vehicles are permitted access on the approach arms, with bus and cycle movement permitted through the junction during the restricted time period. Therefore the casualty saving potential is not likely to be as great as shown in Chart 1; however officers believe a 50-60% casualty saving is still achievable (which is on average between 11 and 13 casualties a year saved).

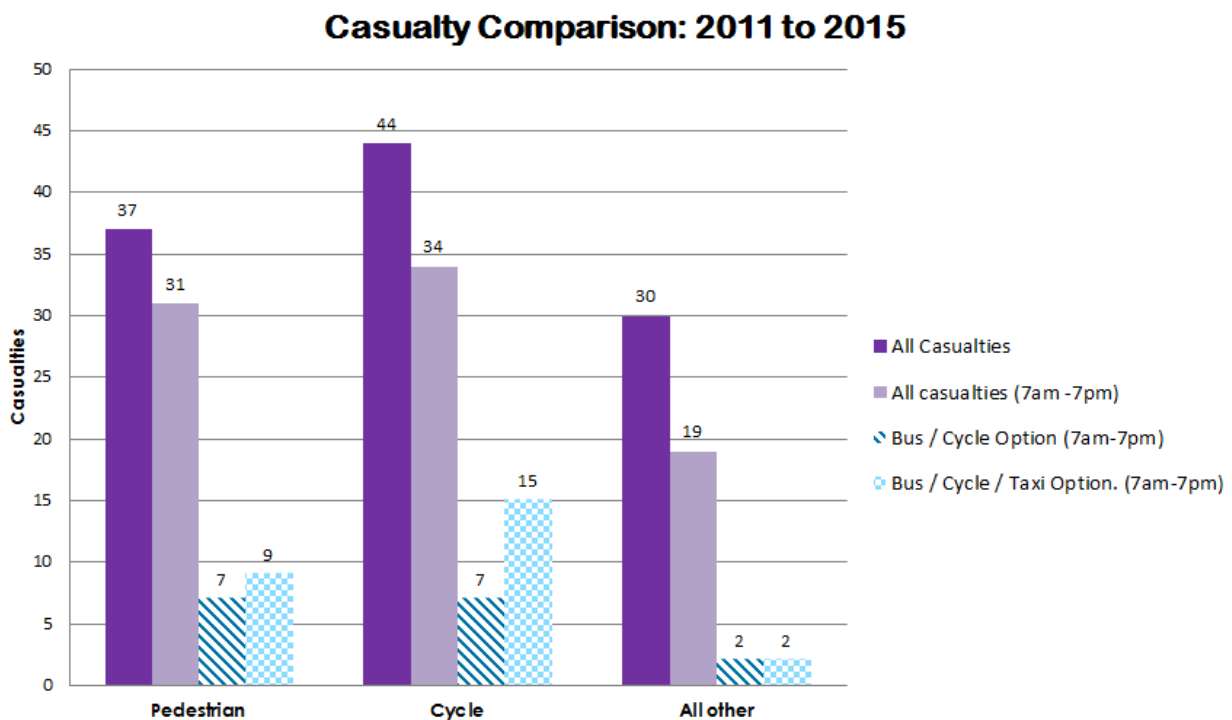


Chart 1: illustration of the impact of completely restricting vehicles in the Bank area.

The proposed Scheme makes provision for vehicle access to be permitted up to the boundary of the restricted part of the junction (marked purple on Diagram B below) for anyone with a need to visit a property, pick up and drop off a passenger, or deliver goods and services. This compromise to the design means that there are only a small number of properties that will experience some change to their servicing ability. There will also be the need for some rerouting to access properties. Therefore, the negative aspects of the restriction are expected to be limited to a few occupiers and this aspect will be monitored throughout the period of the experiment to inform future decision-making. The support for a change to improve safety at this location is widespread and is considered to outweigh the expected minor disbenefits. The volume of motor vehicles on the approach arms is expected to decrease in any event and therefore there should be an improvement in safety terms on these approaches as well as at the junction.

In the overall balance, while there is a negative impact on a few occupiers at the junction and officers are working to deliver a more flexible scheme for them without

diminishing the safety benefit, it is believed that the benefits significantly outweigh the few negative impacts and it is recommended that Members agree to the implementation of this experiment and the outlined monitoring regime.

• **Total Estimated Cost**

The total estimated implementation cost of this scheme is £792,000. This covers the cost of:

- pre-implementation communication exercise;
- the physical implementation of the signs and lines and other physical changes;
- temporary enforcement cameras;
- on-going monitoring;
- formal public consultation and the analysis of the data; and
- staff costs.

At the end of the process, there will be a further report to Committee which is likely to either recommend that the experimental traffic order is made permanent, or recommend alternative measures, or recommend that the junction return to its current operation.

The total estimated project cost is £1,179,100. The explanation for this is set out in section 5.

Main Report

<p>1. Design summary</p>	<p>In the last 12 months, Officers have worked closely with TfL to develop the design and technical work. In terms of physical changes there is very little that is required. The scheme's success relies heavily on a high compliance rate which is believed can be achieved by simple but effective signage, robust enforcement and good communication.</p> <p><u>1.1 Basics of the design</u></p> <p>There are three layers to the design. The outer layer is the advanced warning of no through route at Bank. The inner layer is the restriction to allow access to properties but no through route. Lastly the inner centre; which is the area of the enforceable motor vehicle restriction. These can be seen in diagram A.</p>
---------------------------------	---

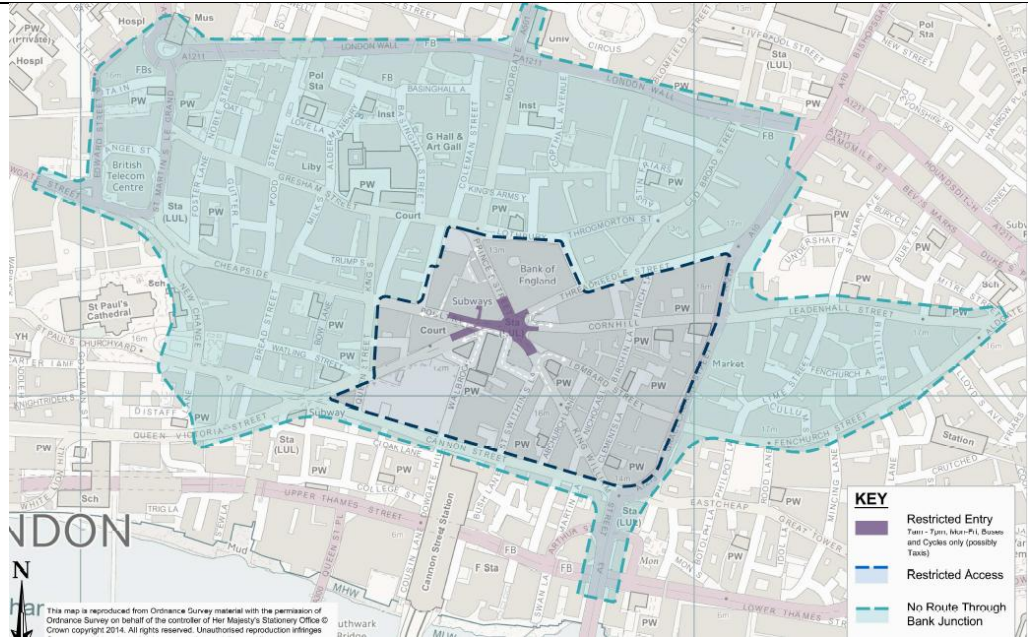


Diagram A: Zones where signage strategy starts and changes

The central part of this design can be seen more clearly in diagram B below.

The lighter grey area bounded by the dotted line effectively becomes an area that motor vehicles can enter to pick up and set down passengers and undertake loading and servicing activity at the kerbside. Without through-access to the junction, the desire to enter this grey area for any other purpose would be limited.

The dark area (purple) in the centre shows the extent of the proposed motor vehicle restriction and the beginning of the enforcement points. Within this area, vehicles that are not exempt will receive a Penalty Charge Notice (PCN) for a moving traffic offence if they cross the junction during the operational hours of the scheme.

The white arrows indicate where servicing vehicles (some size restrictions) can gain access to the boundary of the junction restriction, but ultimately not across it. The route into Mansion House Place is covered by the existing access restriction from St Swithin's Lane which has rising bollards.

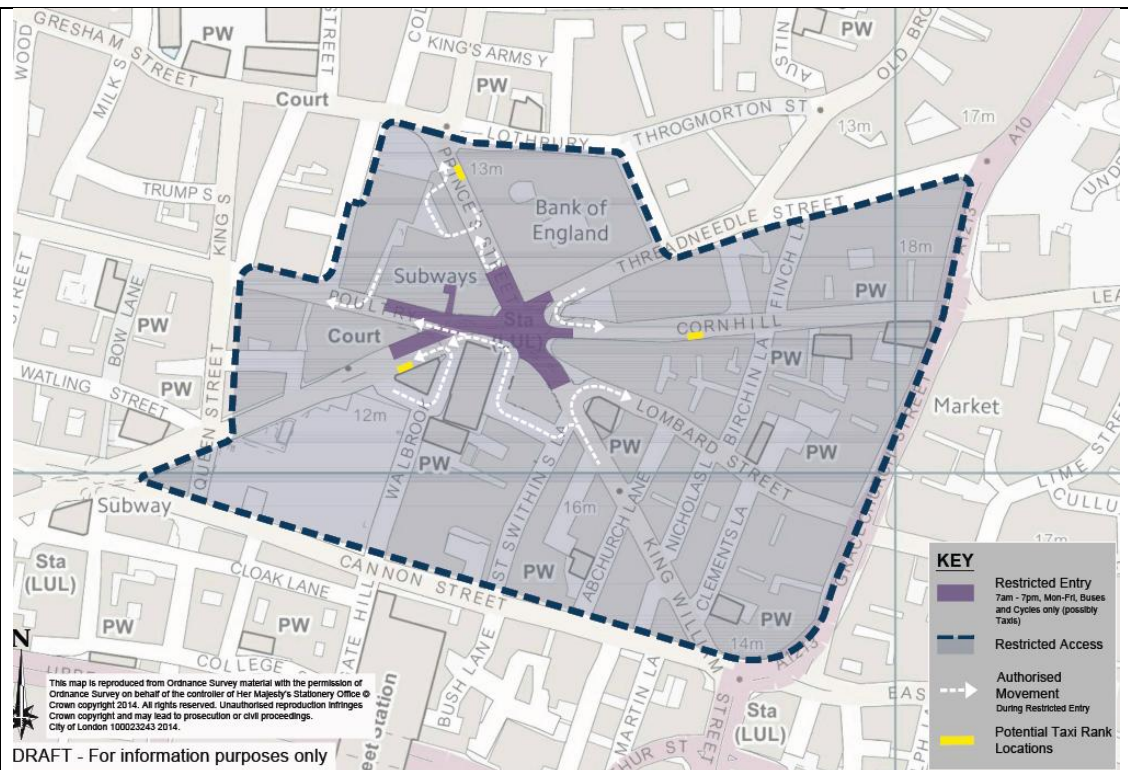


Diagram B: inner zone for access and restricted crossing movements.

The enforcement gateways are proposed to be signed as in diagram C, with a buff colour surfacing to make a visual demarcation on the highway.



Diagram C: Except buses and cycles signs.

1.2 Loading changes

It is necessary to make some loading changes in the wider area to prevent loading in some places where it is currently allowed, but in most cases alternative kerbside loading is provided nearby. These changes are proposed to counteract changes in traffic flow on some streets so as not to cause pinch points on the network. The City is required to balance the competing demands of kerbside activity and secure the expeditious movement of traffic. On balance there will be a reduction in the amount of kerbside available for loading activity between 0700 and 1900 in the local area. Officers will, as part of the communication exercise, encourage businesses to consider using their service bays more often (where they have them) and consider retiming of deliveries where possible. If there is opportunity for other delivery consolidation to take place the City will assist where it can to encourage and facilitate this. These proposed loading changes will form part of the experimental traffic order, and

will be monitored.

1.3 Enforcement

It is proposed that the City enter a procurement process to obtain a set of temporary automatic number plate recognition (ANPR) cameras to enforce during this experimental period. The cameras would record all contraventions and submit them to the City for our ordinary enforcement procedures to take place. A penalty charge notice (PCN) would be issued to every motor vehicle that contravenes the experimental traffic order, every time it occurs. The PCN would be £130, reducing to £65 if paid within 14 days.

The reason for using unattended enforcement cameras for this experiment is to intended to produce a high level of compliance. The improved safety benefits will only be realised if there is a high compliance rate. The issuing of penalties encourages a high degree of compliance and rigorous enforcement will help achieve high compliance. People are less likely to repeat an offence if they get fined every time they do it. This does mean that in the early days of the experiment there is likely to be a high level of PCN's issued, but it is anticipated that within the first couple of months that this will decrease significantly. As is usual with this type of enforcement, there will be an initial period with warning notices issued rather than PCN's. If any revenue is generated from the enforcement of this scheme it would be returned to the On Street Parking Reserve.

Officers are also working with the City Police and the City's Road Danger Reduction team to establish a programme of behaviour support at the junction to encourage compliance by pedestrian and cyclists to reduce potential conflict. In particular, officers are working with the City Police to establish a vigorous enforcement programme for when the scheme first goes live.

City Police enforcement cameras

Unfortunately the timescales for the City Police Camera Upgrade programme at Bank and the Bank Safety Scheme do not align, which is why this temporary camera solution has been proposed. It has been assumed that the temporary cameras would be needed for a maximum of 18 months (how long an experimental traffic order can be in place before it expires). It is envisaged that within the lifetime of the experiment the City Police camera upgrade will take place. Should the experimental traffic order be made permanent at a later date, it is intended that the Police cameras will be used to continue the enforcement regime. Enforcement of the moving traffic offenses would remain with the City of London's enforcement team, but captured via the technology of the City Police cameras. If the Police cameras are operational by the time we reach the minimum contract term of the temporary camera solution, and before any decision is made on the success of the experimental scheme, we could look to swap cameras at this point.

1.4 What does this scheme do to traffic?

The overall average impact on general traffic within the modelling area is neutral/slightly positive. Extensive traffic modelling has taken place with TfL in order for the City to be able to submit for TfL approval under the Traffic Management Act 2004. The modelling area was agreed with TfL based on the use of the Strategic ONE model, which covers Greater London, and seeing how far the impact of a closure at Bank would have in the surrounding area. The

vast majority of the impact remains within the modelled area which is crudely bounded by London Wall, Bishopsgate, Cannon Street and New Change/St Martin Le Grande.

A neutral impact means that there are some streets which incur a small delay and other streets that have an improved journey time experience, but overall the average impact is neutral. TfL have focused their interest on the four key corridors that crudely outline the detailed modelling area (as seen in Diagram D), which you would expect to work harder under this proposal. In the morning peak there is a minimal impact across these key routes.

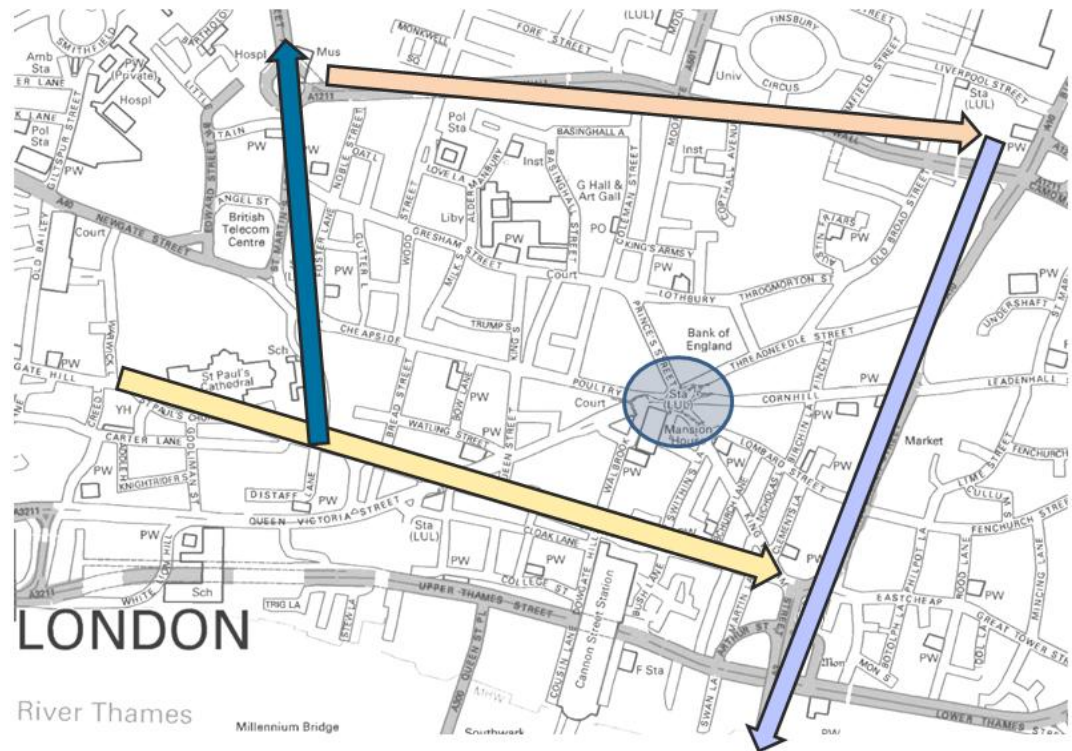


Diagram D

In the evening peak the model highlights a likely issue on Cannon Street. This is caused by a high demand in the model to turn right onto London Bridge at Monument Junction from Cannon Street. Given the layout of Monument junction, when the right turn is in high demand traffic blocks back past the traffic signals hindering the straight ahead eastbound movement thereby causing a delay.

As is the case now, Cannon Street in the evening peak has good and bad days regarding slow moving traffic approaching Monument. This is something that Officers intend to monitor during the experiment. With daily traffic flow fluctuations, the demand for the right turn will change daily during the peak periods which will change the impact on Cannon Street. The modelled output highlights that the occurrence of a delay on Cannon Street approaching Monument is likely to be more frequent.

It is felt that on balance, given the considerable benefits of the proposed Scheme, that the modelled increase in journey time on the Cannon Street link is acceptable. TfL's Road Space Performance Group agreed with this

assessment.

Chart 2 shows the averaged modelled peak journey times for general traffic within the modelled area for the 'do nothing' scenario in 2018, i.e Bank being bus and cycle only; and Bank being bus, taxi and cycle only. As can be seen the combined average effect is that the bus and cycle scheme option has the potential to be more efficient for general traffic.

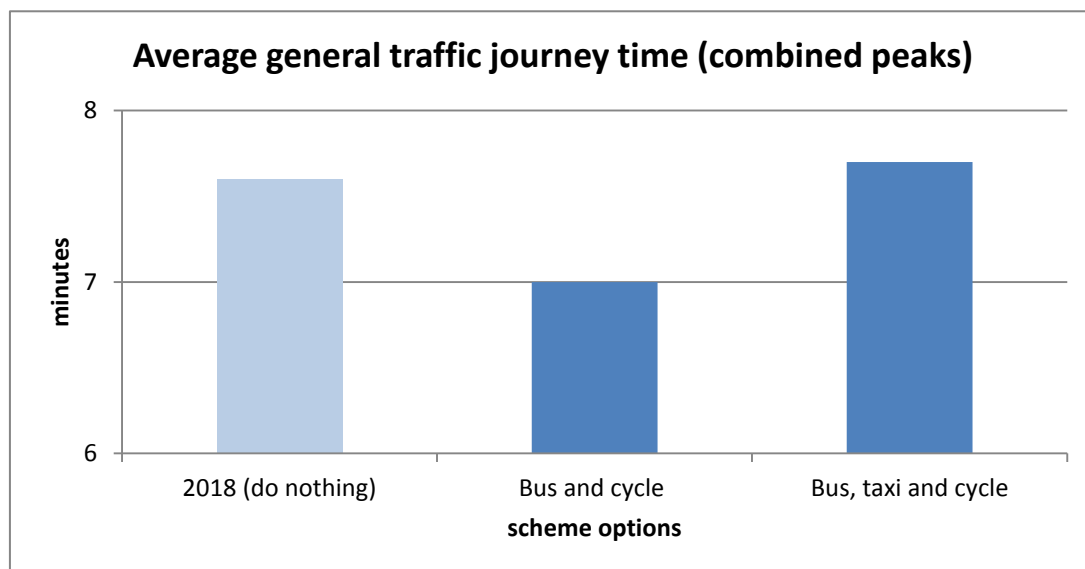


Chart 2

The proposal for bus and cycle only during the restricted hours at Bank balances the City's overarching duties as a traffic authority (securing the expeditious convenient and safe movement of traffic and having regard to the effect on amenities and the efficient use of the network avoiding congestion and disruption).

How is that possible?

It seems counter-intuitive to take traffic away from one area and redistribute it onto nearby streets with average journey times not increasing. In this instance, the reason is because Bank Junction, as it currently works, is extremely inefficient at moving vehicles. With six arms of traffic and a large expanse of surface between stop lines, the 96 seconds per cycle of traffic lights just doesn't go very far. The surrounding traffic lights have to allocate part of their traffic light cycle time to feeding the approach arms to and from Bank. If you reduce the demand for the approach arms by reducing the vehicles that can cross Bank, you can reallocate the surrounding signal times to give longer green times to circulate more efficiently around the Bank area. Whilst distance travelled maybe greater, the journey time on average takes no longer, and is possibly improved.

Monument Junction

As previously discussed in the Gateway 3 report in December 2015, the reconfiguration of Monument junction is likely to be key for the longer term proposals for Bank. Monument Junction is a TfL managed junction. At the initial time of writing the gateway 3 report, it was anticipated that for the experimental safety scheme to work at its best, physical change to Monument Junction would be necessary. It has become clear that the only tool available to us in the short

term is changing the signal timings to maximise the efficiency and demand.

With the physical constraint on the northbound London Bridge Approach reducing traffic to one lane, this has put added pressure on the traffic signals to have sufficient green time to try and prevent congestion south of the bridge. This and other complexities make Monument Junction a capacity pinch point regardless of whether the Bank experimental scheme is progressed.

Officers have offered to work with TfL on developing plans to change Monument Junction so that it can better accommodate the large numbers of pedestrians and increasing numbers of cyclists.

1.5 What happens to the bus services?

The overall impact on bus services through the modelling area is beneficial. The experimental Safety Scheme offers the opportunity for some significant bus journey time benefits within the modelled area, of which there are 25 routes that pass through. In the morning peak period it is anticipated that 23 out of the 25 routes will see a journey time reduction. This is a significant potential saving for London bus passengers and a high probability of cost savings for London Buses.

In the evening peak, with the issues described around Monument junction and Cannon Street, 16 out of the 25 routes still experience a journey time benefit. However the improvements are more modest and balanced out by the delay to the remaining 9 routes to make a net neutral position in the evening peak.

When combining the peaks, the significant savings in the morning peak outweighs the neutral impact in the evening peak giving an average journey time saving per bus. This is demonstrated in Chart 3

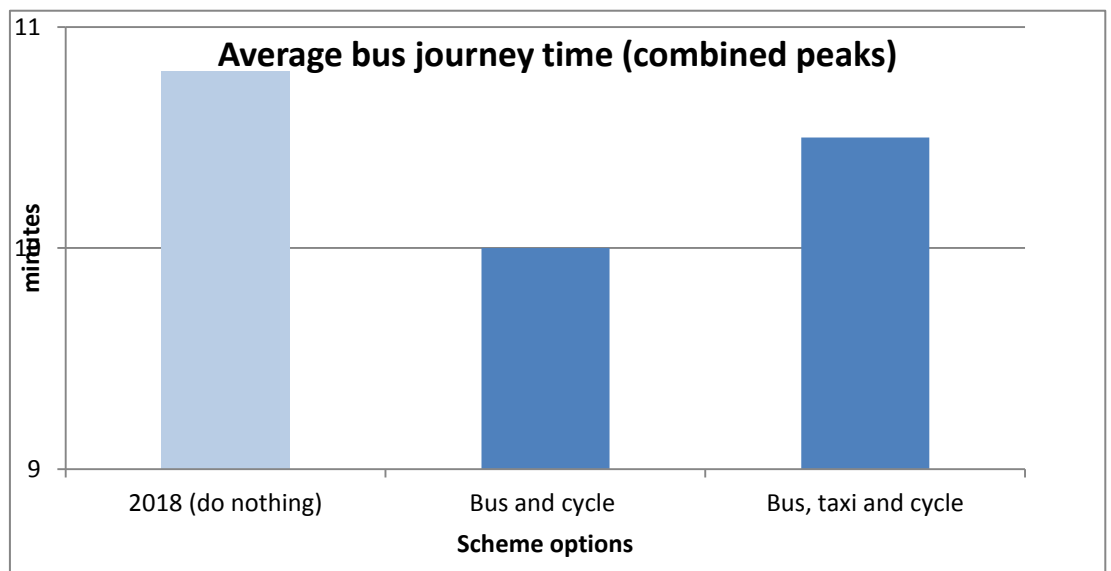


Chart 3

Whilst on average there is a good news story for bus passengers, there are a couple of routes which the City is continuing to discuss possible mitigation measures for as part of this Scheme. The modelled journey time delay on these routes if realised could be costly for London buses as they may have to put another bus into service to keep to the existing frequency. Mitigation could include rerouting a service via Bank. These discussions are ongoing and have

the potential to make the scheme work more efficiently in the evening peak.

Overall London Buses are supportive of the proposed changes and the benefits it could bring to their services.

1.6 Benefits to pedestrians

At Bank the traffic signals will be altered to better reflect the reduced numbers of vehicles passing them. Pedestrians will have less time to wait for the next pedestrian phase, and therefore a greater opportunity to cross during the dedicated pedestrian time.

At this stage of the experimental scheme there is no proposal to alter the width of the footways surrounding the space, or remove any of the guard railing. This is something that can be followed up with at a later date as part of the longer term scheme proposals for Bank.

The experimental scheme will also trial the removal of the zebra crossing on Threadneedle Street, east of Bartholomew Lane. It is proposed to move the crossing point to the west side of Bartholomew Lane and be replaced with a pedestrian refuge, in the first instance. The new position of the crossing point will be in a less trafficked section for the pedestrians, meaning that there will be lots of opportunity to cross without the consequence of interrupting the diverted traffic flow to the east of Bartholomew Lane. Officers will monitor and engage with public on whether they feel the refuge meets their needs or whether they would prefer a zebra crossing in the new location.

In the wider area, where traffic signals are being retimed for this Scheme there are two locations where pedestrians will have to wait longer between pedestrian phases in the traffic light sequence. This wait time is standard at many of the surrounding sets of signals. There are also four locations where the pedestrian phase in the signal sequence has been slightly reduced to balance the additional vehicle movements. This will be closely monitored and if there is an opportunity to redistribute time back to the pedestrian phase at these locations we will endeavour to do this.

The overall impact on pedestrians is neutral in terms of their experience within the modelling area.

1.7 Equalities

The overall impact on equalities within the modelling area is neutral, but it is deemed that there is a possible adverse impact that could be created during the operational hours of the scheme. For those persons who are unable or would find it difficult to move between approach arms to be picked up or dropped off by a private vehicle or taxi, they could find they have to travel an additional distance if the approach arm they are on does not offer the same direction of travel they wish to go in. For example, if on Cornhill, which during operational hours is eastbound only, and a person wished to travel west, they would have to divert eastbound first and come back on themselves in a westerly direction. Therefore, If in a taxi or private hire vehicle, this may incur an additional cost and journey time increase as the vehicle would not be permitted to cross the junction during the operational times of the restriction. (Although when using buses or wheelchairs overall beneficial impacts will be experienced)

The experimental scheme does not prevent door to door access, but it would mean that some journeys will have to reroute and cover a greater distance in order to achieve this. This impact has been mitigated as far as possible by adjustments to the restricted area.

The scheme also requires the relocation of the disabled bays currently on Bartholomew Lane. Officers have undertaken monitoring and contacted regular users of the bays to discuss relocation sites. It is proposed to relocate two of the three bays on Cornhill, which during restricted hours will be significantly less trafficked. The remaining bay, at this time, has not been relocated.

Once again, on balance, the adverse impacts are felt to be outweighed. The impacts of the Scheme will be monitored to ensure that there is no disproportionate adverse impact and/or that any impact is minimised in accordance with the City's public sector equality duty.

1.8 Air Quality

The overall impact on air quality in the modelling area is neutral. It is an important issue for the City, particularly at Bank where there are high numbers of pedestrians and cyclists, but where air quality is poor. Air quality monitoring across 20 sites at and near Bank has been undertaken for a year to give a base level data for NOx. Air quality modelling was also undertaken using the 2015 feasibility traffic modelling data to assess what the likely implications of the experimental safety scheme were on air quality.

The overall result is that as approximately the same number of vehicles move within the modelling area, whether or not they can travel across Bank Junction, the model area remains a similar poor area for air quality. The difference is that the concentrations of NOx and particulate matters are likely to go up on some streets and down on others.

Although the overall impact on air quality is likely to be neutral, levels of air pollution at Bank junction itself will be lower and, as this area is heavily used by pedestrians, this will lead to a reduction in exposure to pollution. If as expected pedestrian numbers continue to rise in this location, this will be an added benefit.

Air quality is a strategic problem that needs tackling at a level beyond this experimental scheme. However the data that can be collected could be very beneficial to quantify what happens and provide evidence for making those strategic decisions.

1.9 What about taxis?

The City agreed with the taxi trade union bodies in November 2015 that we would further investigate the options for taxis to continue to cross Bank Junction or get closer than originally outlined for this experimental scheme.

Under the proposal for bus and cycle only across the junction in the operational hours, the work to date shows that there is an average neutral to slightly positive benefit for journey times within the modelling area for general traffic.

The design of the restriction area has been developed over the course of the last 12 months by talking to the local occupiers and trying to accommodate their

needs as best we can whilst maintaining the principle of reducing crossing movements at junction. This design would not have changed whether the recommendation was for buses and cycles only, or buses, taxis and cycles only.

The largest part of determining whether taxis should cross the junction in addition to casualty savings was the impact on general traffic journey times and bus journey times from the traffic modelling work. This information only became available in early November 2016, with finalisation of traffic modelling results in mid-November.

The results of this were that when the two peaks are combined, the impact of permitting taxis across the junction is neutral on bus journey times over the 25 routes. However, where taxis are not permitted, on average the bus journey times are noticeably reduced. In terms of general traffic journey times on the four key routes, there were unacceptable increases in journey times on Bishopsgate with taxis included.

The Road Space Performance Group at TfL agreed that the proposed bus and cycle only option was technically the best option in terms of performance of the network, bus journey time benefits and casualty savings.

The casualty saving will not be as high if the City permits taxis across the junction as part of this experimental scheme. The more vehicles that cross the junction the higher the probability is of a collision occurring. If permitted, Bank would be seen as a priority route for taxis and the numbers crossing the junction would be likely to increase compared to today's levels. This can be seen from the traffic modelling work.

The City recognises the important role that taxis play in the transport mix, and therefore have been investigating where additional taxi rank facilities nearer to the junction's restricted boundary could be accommodated. Officers have identified three potential locations and will continue to progress these with the City Police and aim to deliver these ranks as part of the experimental traffic order. If the experiment were to be withdrawn, this would include any ranks that were also part of the experimental order.

1.10 How will we monitor if the scheme is working well

There is a plan to set up a monitoring and performance group with TfL so that we can ensure that we are able to monitor the scheme effectively. There will be a need to monitor the traffic signals that would need to be altered as part of this scheme. TfL are able to alter signal timings to adapt to changes in conditions in order to keep traffic flowing. If the signal timings are not generally running on the experimental scheme timing sequence then the traffic flow implications will be different to those modelled. This needs to be monitored so that we can understand the impact of the scheme has on traffic movement and the interaction with other external factors.

This group will establish the best way to monitor traffic movement and journey times, such as bus journey time data which is constantly monitored, and possibly queue length data at key junctions.

Clearly, one of the key success criteria for whether or not the scheme is working is around casualty numbers falling at Bank. It also important to monitor the wider area for any changes in trends of collisions that could be as a consequence of the experimental scheme. The City will do this with the City

	<p>Police.</p> <p>It is also intended that attitudinal/perception surveys will be undertaken before and after the change to assess how people feel about safety as well as numerical data on reported casualties.</p> <p>It is planned that the introduction of this scheme would be managed in the same way that the City manages events on the highway. A managed structure will be in place to take decisions should any aspect of the scheme need tweaking in the initial roll out to give the scheme the best chance of success. Resources will be deployed as necessary to manage the on street activity and report back into the management chain any unexpected consequences.</p> <p><u>1.11 Resilience of the network</u></p> <p>There are legitimate concerns regarding the resilience of the network with Bank restricted Monday to Friday. A resilience plan is being prepared using the traffic model to scenario test a number of key road closures and how that would work with restrictions in place. We can then plan to suspend the experiment when it is essential for street works to take place that would otherwise cause significant impacts on the surrounding network in order to maintain a resilient network.</p> <p><u>1.12 Community engagement and support</u></p> <p>Officers have engaged with local businesses to develop the design, but also on a wider scale. Through the Project Board we have discussed the proposals with board members, including Bloomberg, City Property Association, Cheapside Business Alliance, London Underground and Oxford Properties. Overall there is support for the approach the project has taken to develop this proposal. From the Project Board we have also undertaken to discuss the proposals with the Cheapside Business Alliance Board and the City Property Association members, and again received positive feedback. The London Cycling Campaign and Living Streets are also supportive.</p>
<p>2. Delivery team</p>	<ul style="list-style-type: none"> • Project management, stakeholder engagement and communication services will be provided by the project team within City Transportation. • Highway construction works (signs and lines) will be delivered by the City's Highway Term Contractor (J.B.Riney & Co. Limited) with supervision undertaken in-house by City Highway Engineers. • Joint monitoring group City of London and TfL to monitor and collect the evidence of the impact of this scheme. • Enforcement of the scheme will be managed by the City's Parking ticket office.
<p>3. Programme and key dates</p>	<p>Seek Approval – December 2016</p> <p>Pre- scheme engagement and communication January to April 2017</p> <p>Operational end of April 2017</p> <p>Public Consultation – May- October 2017</p> <p>Monitoring – on-going.</p> <p>Report Back – Summer 2018</p>

<p>4. Outstanding risks</p>	<ol style="list-style-type: none"> 1) Procurement of the ANPR cameras taking place within the time for the proposed operational date and having a testing period. 2) Ensuring that all of the new traffic signal timing software is installed in time 3) The negative reaction of drivers who are no longer permitted to cross the junction 																						
<p>5. Budget</p>	<p>It is anticipated that an additional maximum budget of £792,000 will be required to implement, monitor, consult and report back to Members before the 18 month experimental order time period expires. These figures are based on the maximum amount of time the experiment could run for.</p> <p>There will be significant amounts of officer time required to communicate on a wide scale, particularly with drivers who currently cross Bank. There will also be a lot of local business and resident communication on the lead up to the go live date. Then, the formal public consultation exercise which will last for six months.</p> <p>We are currently in discussion with TfL regarding their possible contribution to the implementation and monitoring of this scheme. Unfortunately as the key data from the traffic model did not materialise as quickly as hoped, TfL were unable to confirm their commitment to part funding of this scheme before the submission of this committee report. It is proposed that until there is confirmation from TfL that the remaining funding is taken from the On Street Parking Reserve. This is done in acknowledgement that there may not be a further contribution from TfL.</p> <p>Our experience from other projects has been that owing to cancellation/slippage of other projects in their annual programme, that TfL are often able to reallocate funds from other projects towards the end of the financial year. There is also the potential for some significant bus priority savings for TfL, so there is a secondary source of funding other than the major projects funding where we have previously been successful.</p> <table border="1" data-bbox="387 1368 1353 2087"> <thead> <tr> <th>Item</th> <th>Description</th> <th>Estimated Cost £</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Works Costs</td> <td>Highways Implementation, including VMS advanced signage and electrical connections and removal of Zebra crossing</td> <td>260,000</td> </tr> <tr> <td>Transport for London: Traffic Signal infrastructure and design</td> <td>28,000</td> </tr> <tr> <td rowspan="4">Staff Costs</td> <td>Sub Total</td> <td>288,000</td> </tr> <tr> <td>City Transportation: Project Management, Stakeholder Engagement & Communications and consultation staff time for up to 18 months.</td> <td>274,000</td> </tr> <tr> <td>Highways</td> <td>30,000</td> </tr> <tr> <td>Enforcement</td> <td>40,000</td> </tr> <tr> <td rowspan="2">Professional Fees</td> <td>Sub Total</td> <td>344,000</td> </tr> <tr> <td>Temporary Enforcement solution including implementation and maintenance of camera equipment for 18 months.</td> <td>100,000</td> </tr> </tbody> </table>	Item	Description	Estimated Cost £	Works Costs	Highways Implementation, including VMS advanced signage and electrical connections and removal of Zebra crossing	260,000	Transport for London: Traffic Signal infrastructure and design	28,000	Staff Costs	Sub Total	288,000	City Transportation: Project Management, Stakeholder Engagement & Communications and consultation staff time for up to 18 months.	274,000	Highways	30,000	Enforcement	40,000	Professional Fees	Sub Total	344,000	Temporary Enforcement solution including implementation and maintenance of camera equipment for 18 months.	100,000
Item	Description	Estimated Cost £																					
Works Costs	Highways Implementation, including VMS advanced signage and electrical connections and removal of Zebra crossing	260,000																					
	Transport for London: Traffic Signal infrastructure and design	28,000																					
Staff Costs	Sub Total	288,000																					
	City Transportation: Project Management, Stakeholder Engagement & Communications and consultation staff time for up to 18 months.	274,000																					
	Highways	30,000																					
	Enforcement	40,000																					
Professional Fees	Sub Total	344,000																					
	Temporary Enforcement solution including implementation and maintenance of camera equipment for 18 months.	100,000																					

	Monitoring surveys and communication and consultation materials budget, TRO and ancillary costs	60,000
	Sub Total	160,000
	Total sum	792,000

Table 1

It is proposed to utilise £121,052 of S106 funding and interest payments.

It is recommended that Members agree the use of the above funds as outlined, and permit officers to continue to liaise with TfL to seek further funding contributions. Should they be forthcoming, the TfL allocations be accepted and used instead of either the identified S106 funds or in place of the On Street Parking Reserve.

This can be confirmed to Resource Allocation Sub-Committee as appropriate.

Any balance of the existing allocation to this project should be rolled forward once staff costs and committed works are reconciled. This can be taken off of the proposed commitment on the on street parking reserve.

The proposed S106 deposits and On Street Parking Reserve amounts are outlined in Appendix A Table 3 and Table 4.

5.1 Reasons for estimated cost increase:

In the initiation of this project, it was considered that the project could be designed and delivered for approximately £500,000. Design and traffic modelling has taken longer than hoped and incurred additional costs as outlined in the Issues report from October, of approximately £87,100.

It was assumed at initiation that enforcement of the scheme would be undertaken using the upgraded CCTV network. Unfortunately the upgrade at Bank has not yet been undertaken and the timescales do not align. This has resulted in a cost of circa £100,000 to provide a temporary camera solution for a maximum of 18 months and for additional resources in the enforcement team to deal with the PCN's of approximately £40,000. Both of these costs could be reduced depending upon the time frame that they are needed for. Any income generated would be returned to the On Street Parking Reserve.

There was no provision in the initiation for the removal and decommissioning of the zebra crossing on Threadneedle Street and the introduction of a new pedestrian refuge island. If this progresses this adds approximately £60,000 to the implementation costs. The original signage costs had been estimated using 20mph as a recent example. The detail of this scheme's signage is greater, with many directional signs needing replacing as well as the additional new signs and advance notice signs. We have included a period of variable messaging signs (VMS) in advance of the scheme go live. Altogether, this increases the sign implementation costs by approximately £90,000

	It is now considered that wider monitoring work will be undertaken to establish an evidence base of the impacts of this experiment both locally at Bank and in the wider area. This will include attitudinal and perception surveys as well as more quantitative data. Costing's for staff time, now that the impacts and design are fully understood, is higher. It is believed that to make this scheme a success it is worth putting the additional staff time to encourage a higher compliance rate. This will include communication with the local community and further afield, as well as behavioural monitoring of interactions between the cyclists, buses and pedestrians at Bank and the associated work to influence behaviour change.
6. Success criteria	<p>The below success criteria was put forward to the Roads Space Performance Group at TfL. The emergence of the joint monitoring and performance group may develop some other criteria that can be measured to provide evidence for the scheme's overall success.</p> <p>Significant safety improvement at Bank.</p> <p>1. A total casualty saving at Bank of 50-60% is anticipated – success would be a minimum of a 25% reduction at Bank with an improvement of 5% within the wider area.</p> <p>Maintain access for deliveries.</p> <p>2. 75% of businesses are satisfied that their servicing and delivery activity is conveniently undertaken.</p> <p>Improve air quality at Bank.</p> <p>3. A measured reduction at Bank, but with the wider monitored area not being any worse overall.</p> <p>Not unreasonably impact on traffic flow, whilst preferably improve bus journey times.</p> <p>4. To have an average journey time improvement of bus services within the modelling area over the two peaks (Using IBUS data)</p> <p>5. The operation of the 4 key routes on average for general traffic is no worse than the proposed modelled output for 2018.</p>
6. Progress reporting	Monthly updates to be provided via Project Vision and any project changes will be sought by exception via Issue Report to Spending and Projects Sub Committees

Appendices

Appendix A	Financial information
-------------------	-----------------------

Contact

Report Author	Gillian Howard
Email Address	Gillian.howard@cityoflondon.gov.uk
Telephone Number	020 7332 3139

Appendix A – Financial information.

Table 2: Expenditure to date to reach gateway 4/5

Description	Current Budget	Spent	Committed	Estimated November staff	Balance
	£	£	£	£	£
Highways Staff Cost	30,000	19,247	3,551	5,000	2,203
P&T staff cost	199,800	147,280	28,620	21,000	2,900
Staff total	229,800	166,527	32,171	26,000	5,102
Fees	157,300	119,197	29,746	n/a	8,356
Total	£387,100	£285,724	£61,917	£26,000	£13,458

Table 3: Proposed S106 funding

Development	Amount £
Interest payments (2015)	
Bow Bells House (10 Bread St)	8,576
150 Cheapside	1,082
1 Bartholomew Lane	2,160
Fleetway House (25 Farringdon Street)	5,392
1 Lothbury	2,550
The Pinnacle (ex DIFA Tower 22-24 Bishopsgate 2006)	10,675
Mondial House 90-94 Upper Thames Street	29,599
<i>Sub total</i>	£60,034
S106 principal sums	
33 King William Street, transport contribution	61,018
<i>Sub total</i>	£61,018
Total S106 deposit	£121,052

Table 4: Proposed use of On Street Parking Reserve

Contribution from	Amount £
S106 contributions	121,052
On Street Parking Reserve	670,948
Total	£792,000

This page is intentionally left blank

Committee(s)	Dated:
Streets & Walkways Sub-Committee	06/12/2016
Planning & Transportation Committee	13/12/2016
Court of Common Council	12/01/2017
Subject: Tudor Street – Alternative Design & Mitigation Measures	Public
Report of: Director of the Built Environment	For Decision
Report author: Sam Lee, Department of the Built Environment	

Summary

On the 28th April 2016, TfL opened their North – South cycle superhighway from Blackfriars to Stonecutter Street. However, this layout was not supported by the Temples nor by the Court of Common Council. Officers were therefore instructed to work with TfL, the Temples and their transport consultants to establish if a more effective scheme could be developed. As a result an alternative design for the Tudor Street junction has been agreed in principle by all parties and this is shown at Appendix 2.

It has also been recognised that there is a need to implement mitigation measures ahead of the revised scheme. This is because it has been observed that since TfL's cycle superhighway schemes have been introduced there is more traffic on other City streets which is causing circulation implications for lorry movements within the area.

Due to the level of interest from Members when the Court of Common Council considered earlier proposals for experimental traffic orders to be made in relation to Tudor Street on 21st April 2016, the alternative design (at Appendix 2) is to be presented to the Court of Common Council for approval under cover of a report from the Planning Committee. The report and new proposals will be presented to Planning Committee on 13 December 2016 and the matter will be reported to the Court of Common Council in January 2017.

Recommendation(s)

Members of the Streets & Walkways Sub-Committee are asked to recommend to the Planning Committee and the Planning Committee is asked to recommend to the Court of Common Council to:

- Agree and instruct officers to continue to work with TfL to progress the alternative layout as shown in Appendix 2.
- Approve a total estimated cost of £195,000, of which £175,000 is a contribution towards TfL's costs in delivering the alternative layout.
- Approve and agree to the delivery of the mitigation measures (subject to the resolution of any objections arising from the statutory public consultation) as shown in Appendix 3.

Main Report

Background

1. The North – South Cycle Superhighway from Blackfriars to Stonecutter Street was opened on 28th April 2016 by TfL. However, the measures at Tudor Street and Bridewell Place were not supported by the Temples as they considered the arrangements did not meet their needs and the measures were not supported by the Court of Common Council. Appendix 1 shows the current layout at the Tudor Street and Bridewell Place junctions.
2. Officers were instructed to work with TfL and the Temples to establish if a more effective layout could be developed which would improve road safety and make access and egress better for larger vehicles. Since then, a number of meetings to explore alternative layouts have been held.

Current Position

3. A revised junction layout has now been developed which is supported in principle by all concerned parties. This revised scheme is shown in Appendix 2.
4. It has also been recognised that there is a need to implement some mitigation measures in advance of the revised junction scheme because traffic on the City's streets has increased since TfL's current cycle superhighway schemes have been introduced. This has, in particular, caused circulation implications for lorry movements within the area. The proposed mitigation measures are shown in Appendix 3.

Options & Proposals

5. As part of the discussions, various options have been assessed but only the proposals shown in Appendix 2, meet the needs of all parties involved and therefore this is the only option being taken forward.
6. The revised junction layout includes:-
 - a. Signalising the Tudor Street/New Bridge Street junction to enable traffic to exit left or right out of Tudor Street. Access into Tudor Street from New bridge Street would remain prohibited;
 - b. A formal pedestrian crossing across the Tudor Street arm;
 - c. Converting Bridewell Place to be a one-way street, allowing traffic to enter from New Bridge Street only;
 - d. Amendments to parking, waiting and loading restrictions in Bridewell Place.
7. Similarly, the mitigation measures are linked directly to the need to improve lorry movements within the area so only one option has been developed.
8. The mitigation measures include:-
 - a. Additional waiting and loading restrictions at key junctions and locations;
 - b. Amendments to traffic islands and street corners;

- c. Alterations which include the removal of parking bays and the relocation of the taxi rank.
9. If Members are minded to approve the proposals as set out above, the mitigation measures could be implemented within 3 months (subject to there being no objections to the Traffic Orders and TfL's funding payment). The revised junction layout could be delivered by the end of 2017.

Implications

10. To progress with the revised junction layout, TfL will need to carry out detailed design and traffic modelling work as well as obtaining various approvals. It should be noted that this work will assess the feasibility of the scheme, particularly in terms of network capacity and road safety, and if there are any material implications, they will need to take these into consideration to ensure that they are meeting their duties and responsibilities as the strategic Highway Authority for Greater London. They may also need to consider whether it will be necessary to carry out wider public consultation and if so, take into account the responses received.
11. To effect the changes, the City will need to exercise its powers under S.6 and S.45 of the Road Traffic Regulation Act 1984 to introduce the waiting and loading restrictions, changes to parking bays (including the removal of them) and to traffic movements within the streets managed by the City. As part of this, statutory public consultation will be carried out and any outstanding material objections would be reported to committee for resolution. The Commissioner of the City Police would be requested to amend a taxi rank order. TfL would need to exercise their powers in relation to changes on their network.
12. TfL has estimated that to deliver the revised junction layout, it would cost £330,000. To support TfL's delivery, it is therefore proposed that the City makes a contribution of £175,000, with TfL agreeing to meet the remaining costs. An additional £15,000 would also be needed for CoL officer time and £5,000 for Traffic Order fees. The total funding required is therefore £195,000, which, through compensatory savings, would be met from the Department of the Built Environment's Local Risk budget for 2016/17.
13. There are no financial implications for the City in relation to the mitigation measures. This is because TfL has agreed to fund these measures to mitigate against the impact caused by their cycle superhighways.

Conclusion

14. Following a number of meetings between TfL, the Temples and their consultant, and City Officers, a revised design for the Tudor Street/New Bridge Street junction has been agreed in principle. The need to implement the mitigation measures in advance of the revised junction scheme has also been recognised.
15. The alternative design (at Appendix 2) is to be presented to the Court of Common Council for approval under cover of a report to be presented to Planning Committee on 13 December 2016 and reported to the Court of

Common Council in January 2017. It is therefore recommended that with the concurrence of the Court of Common Council, Members agree and instruct officers to continue to work with TfL to deliver the revised proposals as detailed in Appendix 2; and agree for the mitigations measures as detail in Appendix 3 to be implemented (subject to the outcome of the statutory public consultation).

Appendices

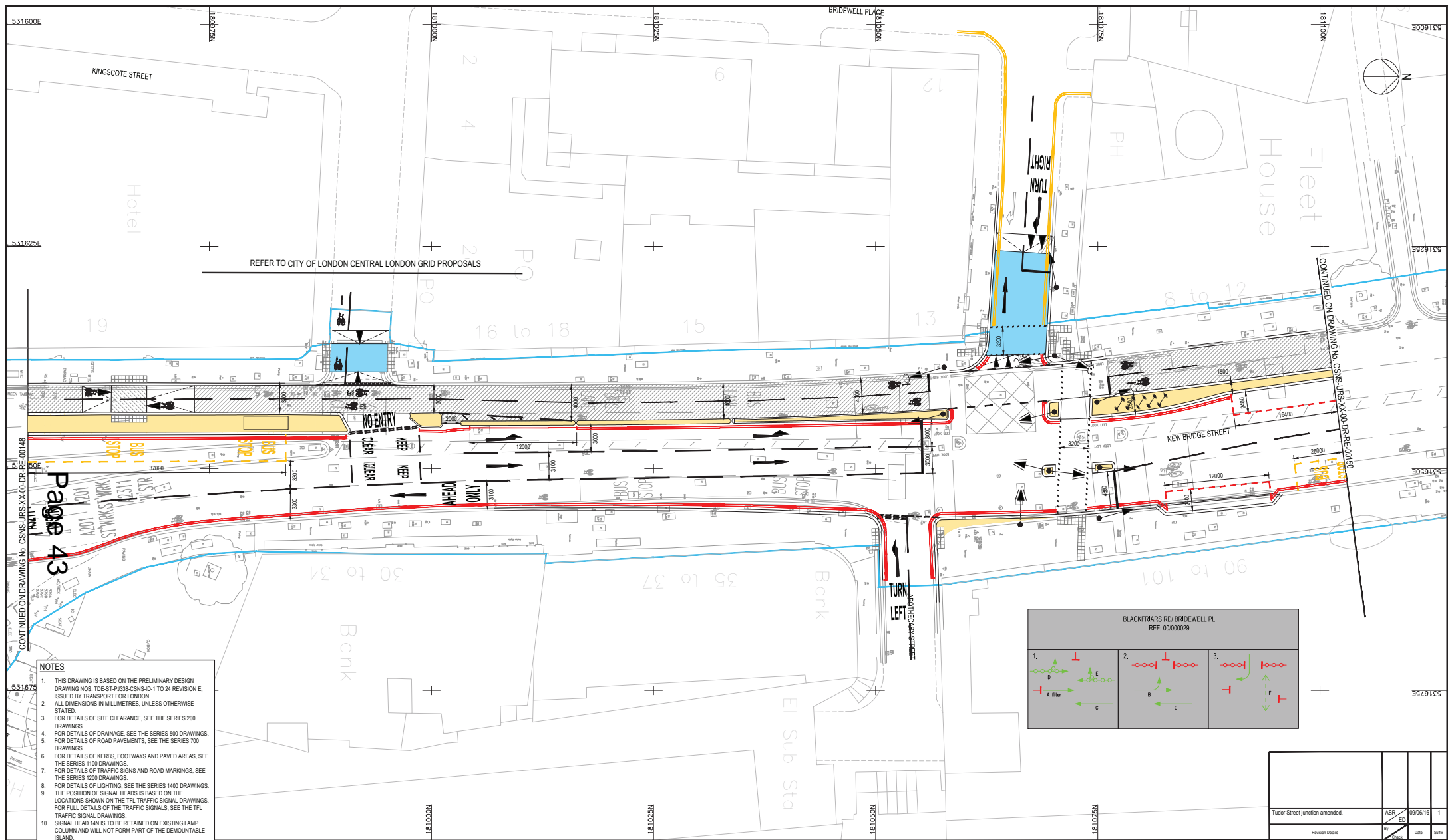
- Appendix 1 – Current Layout at the Tudor Street and Bridewell Place junctions
- Appendix 2 – The proposed revised layout
- Appendix 3 – The revised mitigation measures

Sam Lee

Acting Group Manager, Department of the Built Environment

T: 020 7332 1921

E: sam.lee@cityoflondon.gov.uk

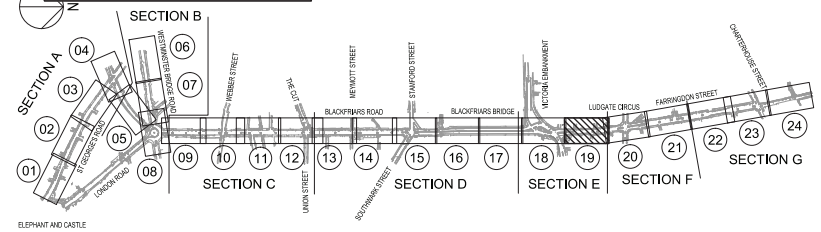
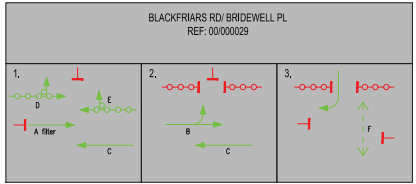


REFER TO CITY OF LONDON CENTRAL LONDON GRID PROPOSALS

CONTINUED ON DRAWING NO. CSNS-URS-XX-00-DR-RE-00150

Page 43

- NOTES**
- THIS DRAWING IS BASED ON THE PRELIMINARY DESIGN DRAWING NOS. TDE-ST-FJ338-CSNS-ID-1 TO 24 REVISION E, ISSUED BY TRANSPORT FOR LONDON.
 - ALL DIMENSIONS IN MILLIMETRES, UNLESS OTHERWISE STATED.
 - FOR DETAILS OF SITE CLEARANCE, SEE THE SERIES 200 DRAWINGS.
 - FOR DETAILS OF DRAINAGE, SEE THE SERIES 500 DRAWINGS.
 - FOR DETAILS OF ROAD PAVEMENTS, SEE THE SERIES 700 DRAWINGS.
 - FOR DETAILS OF KERBS, FOOTWAYS AND PAVED AREAS, SEE THE SERIES 1100 DRAWINGS.
 - FOR DETAILS OF TRAFFIC SIGNS AND ROAD MARKINGS, SEE THE SERIES 1200 DRAWINGS.
 - FOR DETAILS OF LIGHTING, SEE THE SERIES 1400 DRAWINGS.
 - THE POSITION OF SIGNAL HEADS IS BASED ON THE LOCATIONS SHOWN ON THE TFL TRAFFIC SIGNAL DRAWINGS. FOR FULL DETAILS OF THE TRAFFIC SIGNALS, SEE THE TFL TRAFFIC SIGNAL DRAWINGS.
 - SIGNAL HEAD 14N IS TO BE RETAINED ON EXISTING LAMP COLUMN AND WILL NOT FORM PART OF THE DEMOUNTABLE ISLAND.
 - FOR DEMOUNTABLE ISLAND DETAILS REFER TO DRAWING NO. CSNS-URS-XX-00-DR-RE-01129.



- KEY**
- PROPOSED RED ROAD MARKING
 - PROPOSED YELLOW ROAD MARKING
 - PROPOSED KERBS
 - PROPOSED KERB ISLAND BUILDOUT
 - PROPOSED SHEFFIELD CYCLE STAND
 - TFL BOUNDARY
 - PROPOSED BUS SHELTER
 - PROPOSED BACKLESS BENCH
 - PROPOSED BENCH (WITH BACK)
 - PROPOSED CYCLETRACK AT CARRIAGEWAY LEVEL
 - PROPOSED CYCLETRACK AT INTERMEDIATE LEVEL
 - PROPOSED CYCLETRACK AT FOOTWAY LEVEL
 - SIDE ROAD ENTRY TREATMENT DETAIL. CARRIAGEWAY FLUSH WITH EXISTING FOOTWAY (MAX HEIGHT 100mm)
 - PROPOSED FLUSH ISLAND 0-6mm UPSTAND
 - EXISTING ISLAND TO BE RETAINED
 - PRIMARY SIGNAL HEAD
 - SECONDARY SIGNAL HEAD
 - LITTER BIN
 - PROPOSED TREE PIT
 - PROPOSED RAMP
 - CELLAR SURVEY EXTENTS (SEE CELLAR SURVEY NOTE)
 - PEDESTRIAN PUSH BUTTON
 - TFL TRAFFIC SIGNAL REFERENCE NUMBER AND NORTH/SOUTH (NS) IDENTIFICATION
 - PROPOSED DEMOUNTABLE ISLAND

Client: **Transport for London**

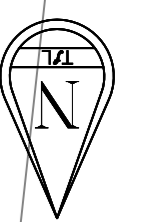
CYCLE SUPERHIGHWAY NORTH - SOUTH

Drawing Title: **GENERAL ARRANGEMENT SHEET 19 OF 24**

Purpose of Issue			
CONSTRUCTION			
Designed ST	Drawn ASR	Checked ED	Approved MJ
CVU Internal Project No. 47071023		Scale: g1 1:200	
© Crown copyright and database rights 2014 Ordnance Survey 100039971			
Working together to transform London's streets			CVU Colas VolkerHighways URS
Drawing Number CSNS-URS-XX-00-DR-RE-00149	Rev		1

File Name: 01/02/2016 16:07 PM
File Path: C:\S:\URS\XX-00-DR-RE-00149

This page is intentionally left blank



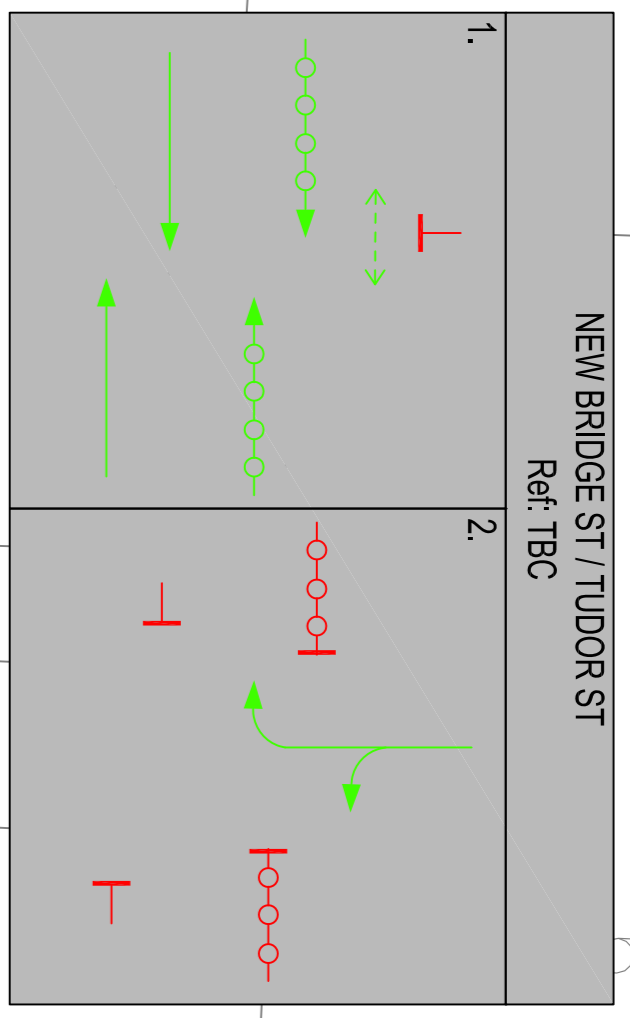
KINGSOTE STREET
KINGSOTE STREET

TUDOR STREET

FOR CONTINUATION REFER TO CITY OF LONDON PROPOSALS

BRIDE LANE

Hotel



NEW BRIDGE ST / TUDOR ST
Ref: TBC

Fleet House

BRIDWELL PLACE

8 to 12

16 to 18

15

13

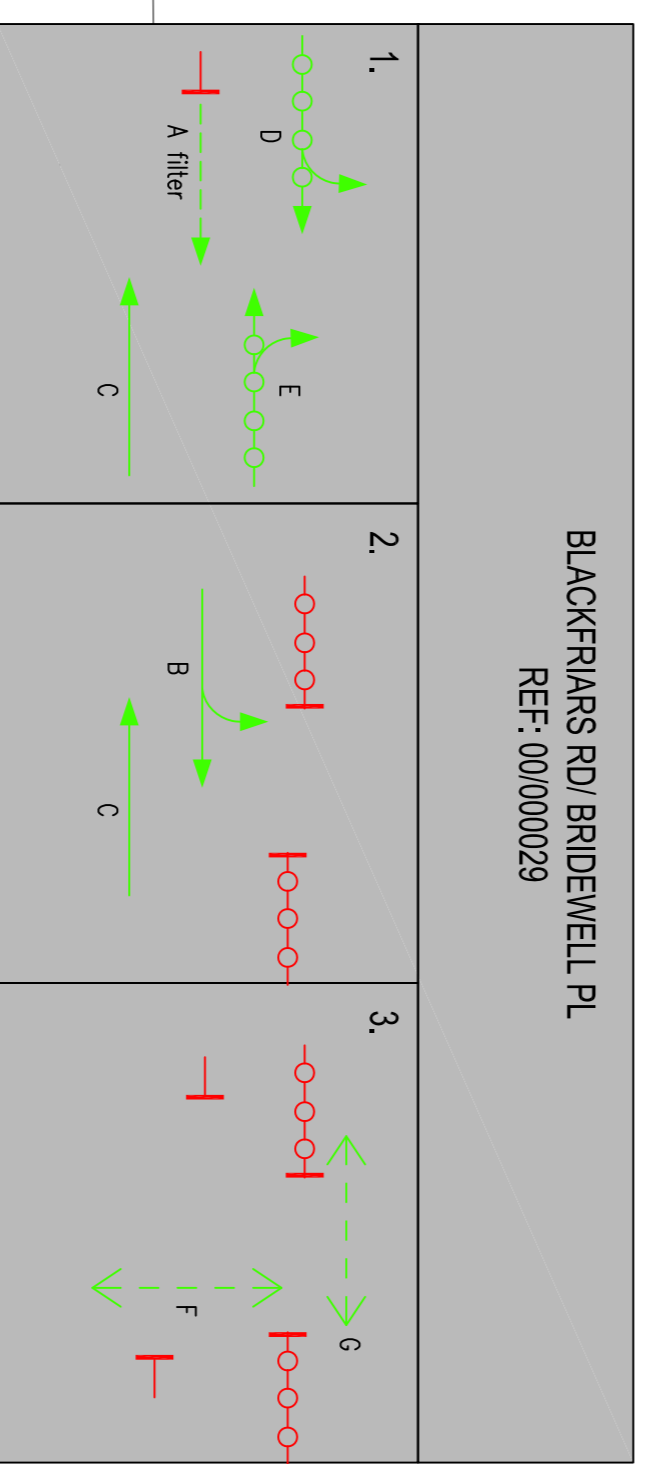
101 to 06

SHEET 20 OF 24

FOR CONTINUATION PLEASE REFER

SHEET 18 OF 24

FOR CONTINUATION PLEASE REFER



BLACKFRIARS RD / BRIDWELL PL
REF: 00/000029

Relocate Bus Stop

APOTHECARY STREET

Bank

Bank

Bank

FOR CONTINUATION PLEASE REFER



KEY

[Symbol]	Road markings to be removed
[Symbol]	Guardrail to be removed
[Symbol]	Street furniture to be removed
[Symbol]	Kebs / Tables to be removed
[Symbol]	Related Infrastructure
[Symbol]	Proposed Road Markings
[Symbol]	Proposed red lines
[Symbol]	Proposed yellow lines
[Symbol]	Proposed transition kerb
[Symbol]	Proposed dropped kerb
[Symbol]	Proposed kerbs
[Symbol]	Proposed CS cycle legs
[Symbol]	Proposed red tactile paving
[Symbol]	Proposed diagonal tactile paving
[Symbol]	Proposed kerb island bulker
[Symbol]	Proposed flash area
[Symbol]	Proposed Signified cycle stand
[Symbol]	Proposed sign face (TBC)
[Symbol]	Proposed bus shelter
[Symbol]	Gully affected by proposals
[Symbol]	Surface dressing to match footway type
[Symbol]	Proposed lighting column (TBC)
[Symbol]	Sign face to be removed (TBC)
[Symbol]	Proposed sign post (TBC)
[Symbol]	Proposed Bus Stop flag
[Symbol]	Proposed bollard
[Symbol]	Proposed warden
[Symbol]	Proposed ramp
[Symbol]	Changeover Level
[Symbol]	Immediate Level
[Symbol]	Footway Level
[Symbol]	Potential tree pit
[Symbol]	Proposed bench
[Symbol]	Proposed sign
[Symbol]	Proposed delineator strip

- NOTES**
- All designs to be in accordance with TLE and appropriate Highway Authority Streetscape Guidance.
 - All lighting and signing to be in accordance with the current Traffic Signs Regulations and General Directions (TSRGD).
 - All dimensions in metres, unless otherwise stated.
 - All signs to be mounted on existing lighting columns / sign posts where possible (subject to structural assessment).
 - Signs to be mounted at a height to ensure a 15m vertical clearance of 2.3m to a maximum of 4.5m where cycling is permitted on the footway, otherwise to 2.1m.
 - All signs to have a minimum horizontal clearance of 450mm from face of trafficked kerb.
 - All signal heads to be mounted at a height to ensure a minimum vertical clearance of 2.3m to bottom of signal head where cycling is permitted on the footway. Appropriate All other locations to be assessed as point of signal audit.
 - Critical dimensions to be checked at detailed design stage.
 - Lighting to be assessed at detailed design stage. Proposed traffic signal positions are indicative only and are subject to detailed signal design.
 - Recessed covers to be considered for inspection chambers within areas of tactile paving.
 - Reassess existing road markings adjacent to kerb and changeover works.
 - Changes to drainage are subject to detail design.
 - Changes to proposed drainage are provided by CUL & Drain Works.
 - All existing utilities to be retained in cycle track / lanes to be converted to cycle friendly.
 - Stationary Underpinners equipment required by the works are not identified on these drawings. Appropriate checks should be made at Detailed Design.
 - All above locations to be assessed as point of signal audit.
 - All ramp heights to be dictated by existing proposed kerb heights.

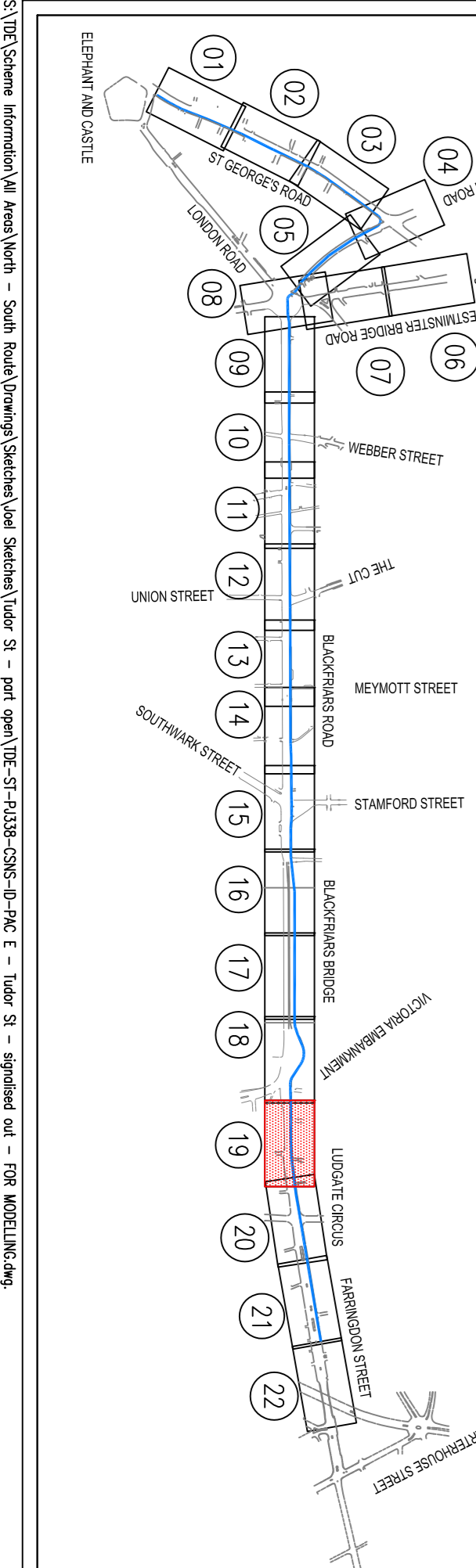
THESE DRAWINGS HAVE BEEN PREPARED FOR EARLY CONTRACTOR INVOLVEMENT. THEY ARE NOT THE FINAL PRELIMINARY DESIGN DRAWINGS. THEY DO NOT SHOW THE FULL DETAIL OF THE PROPOSED SCHEME, INCLUDING SIGNAL INFRASTRUCTURE. THESE DRAWINGS ARE SUBJECT TO CHANGE.

Transport for London
Surface Transport
197 Brixton Road
SE5 8AU

Road Space Management
Outcomes Design Engineering

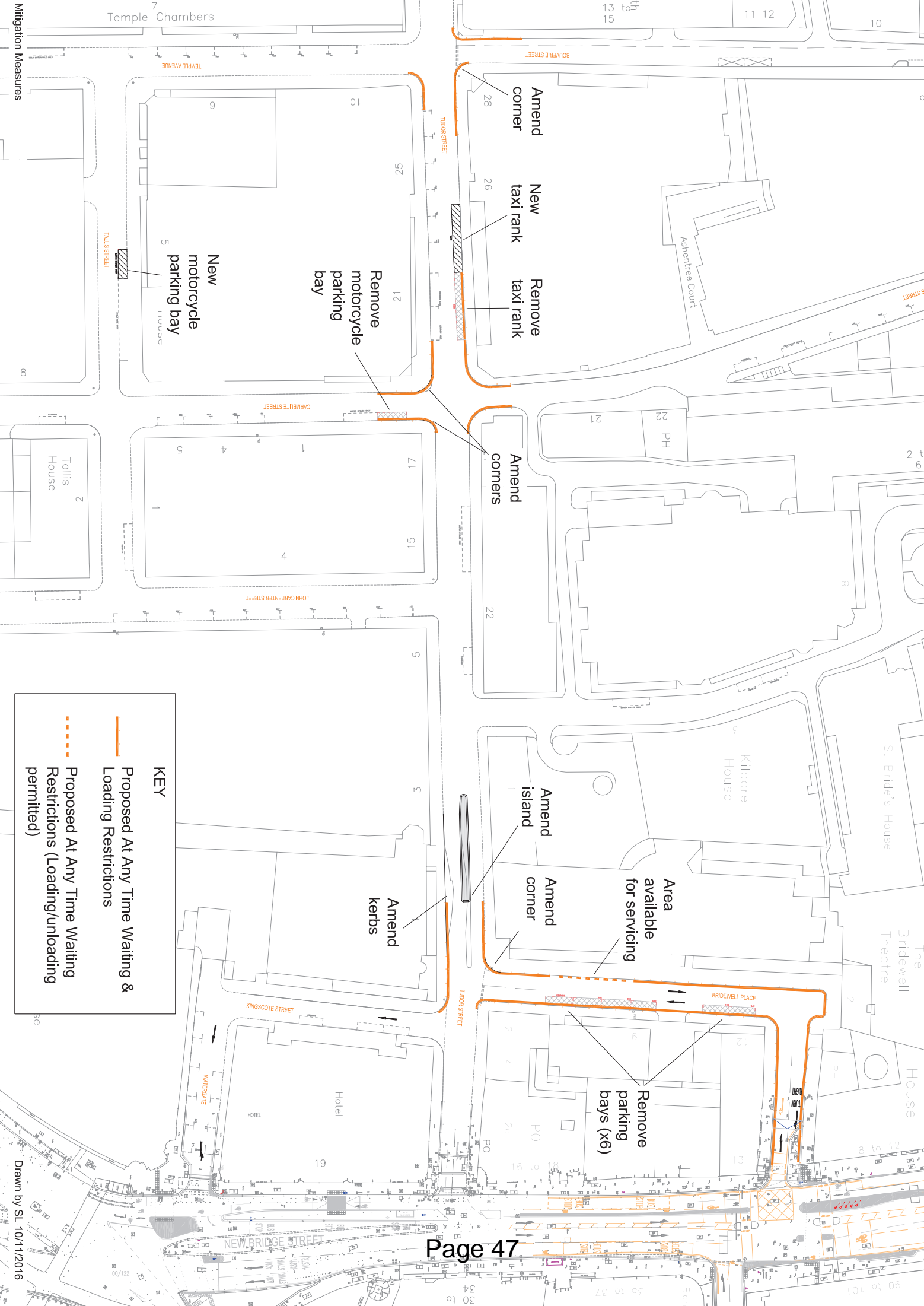
DATE: 02/06/2016
SCALE: 1:200 @ A1
DWG NO: SKETCH FOR MODELLING AND DISCUSSION

DATE: 02/06/2016
SCALE: 1:200 @ A1
DWG NO: SKETCH FOR MODELLING AND DISCUSSION



U:\Schemes\Information\A1 Area\North - South Road\Drawings\Standard\New Sketches\Tudor St - part open\TBC-ST-A1SR-CSM-00-20-21 - Tudor St - signpost out - RM_W00000029.dwg

This page is intentionally left blank



KEY

- Proposed At Any Time Waiting & Loading Restrictions
- - - Proposed At Any Time Waiting Restrictions (Loading/unloading permitted)

This page is intentionally left blank

Agenda Item 6

Committee(s)	Dated:
Planning and Transportation Committee	13/12/2016
Subject: 15 Trinity Square Unauthorised Short Term Letting - Enforcement Report	Public
Report of: Chief Planning Officer and Development Director	For Decision
Report author: Sue Bacon	

Summary

It appears that there has been a breach of planning control at 15 Trinity Square involving the unauthorised use of flats 6, 9 and 15 as short term lets well in excess of the 90 nights permitted per calendar year. Complainants have been in regular contact with the City Corporation regarding the problem of noise disturbance, wear and tear and security of the building and other issues detailed in the main report. Evidence of the use of the building as short term lets is in part supported by 'reviews' posted on web-sites, responses to the service of Planning Contravention Notices served on interested parties, site visits, correspondence and discussions with the interested parties.

The principal issues in considering this breach are the loss of residential flats, the effect on the amenity of residents in terms of noise and shared facilities, lack of security both in terms of the building and City wide and the impact on the building.

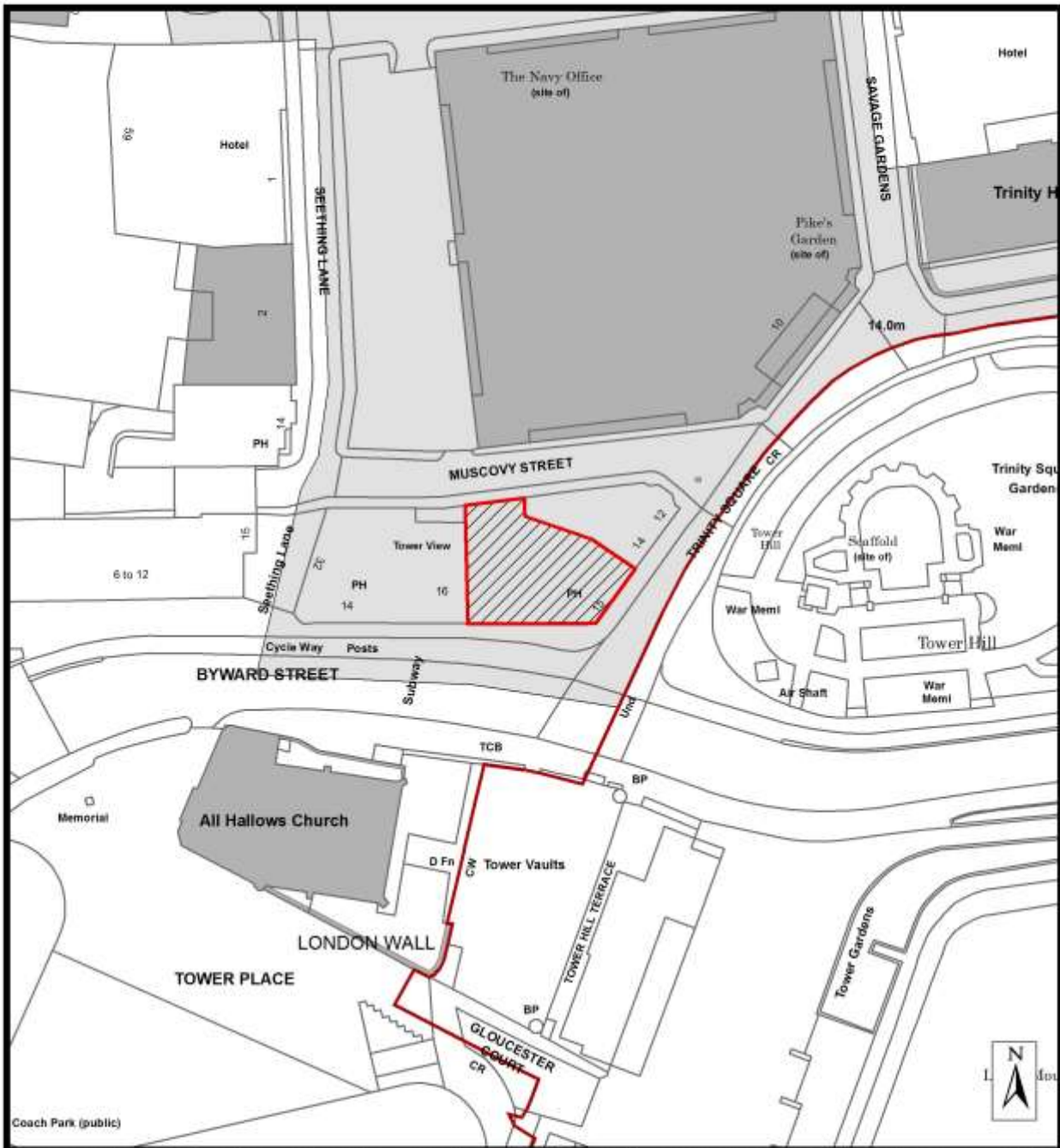
The use of the flats as short term lets involves the loss of 3 flats which impacts on the local housing supply and gives rise to a noise nuisance, adversely affecting the quality of life of the permanent residents in the building. It also presents a potential security risk to both the building and the City as a whole being located in such close proximity to the Tower of London a World Heritage Site. The use of the 3 flats as short term lets is contrary to policies of the NPPF, the London Plan and Local Plan, as detailed in full in the main report, which seek to increase housing supply, resist the loss of housing to short term lets and protect residential amenity and security.

Having regard to the provisions of the development plan and the material considerations, it is considered expedient to take enforcement action, under section 172 of the Town and Country Planning Act 1990, to remedy the breach of planning control.

Recommendation

- (1) issue Enforcement Notices in respect of flats 6, 9 and 15, 15 Trinity Square to secure the cessation of the unauthorised use.
- (2) instruct the Comptroller and City Solicitor to serve copies on the owners and occupiers and any other persons having an interest in the land materially affected by the Notice.

Enforcement Notice Site Plan



This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the controller of Her Majesty's Stationery Office © Crown copyright 2004. All rights reserved. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Corporation of London 100023243 2004.

ADDRESS:
Flats 6, 9 & 15 Trinity Square EC3N 4AA

CASE No.
15/00021/UWDP, 15/00022/UWDP, 15/00023/UWDP

-  SITE LOCATION
-  LISTED BUILDINGS
-  CONSERVATION AREA BOUNDARY
-  CITY OF LONDON BOUNDARY



DEPARTMENT OF THE BUILT ENVIRONMENT



View of 15 Trinity Square from the corner of Byward Street and Trinity Square

Main Report

Site

1. 15 Trinity Square forms part of a prominent corner plot situated at the junction of Byward Street and Trinity Square. It comprises a five storey 1900's refurbished building in use as a drinking establishment at ground floor level with four floors of residential above. The residential comprises 16 flats which are accessed by a ground floor entrance lobby with a secondary entrance to the rear which incorporates refuse facilities. The basement comprises plant which serves all levels and storage cupboards for the flats.
2. The site lies within the Trinity Square Conservation Area just to the south of 10 Trinity Square the ex-port of London Authority Grade II* building being converted to hotel and flats. The site also overlooks the Tower of London, a World Heritage site and major tourist attraction.

Background

Breach of Planning Control

3. It appears that there has been a breach of planning control involving the unauthorised use of flats 6, 9 and 15 at 15 Trinity Square as short term lets.

Complaint

4. Complaints were received from 4 residents alleging short term letting of a number of flats at 15 Trinity Square. The complaints were received in November 2014, April 2015, February 2016 and June 2016. The flats identified included those the subject of this report:

Flat 6 - Second Floor

Flat 9 - Third Floor

Flat 15 - Fourth Floor

(Other flats were also identified but breaches of planning control subsequently ceased or were not found)

Relevant Legislation

Town and Country Planning Act 1990

5. Section 171A of the Town and Country Planning Act 1990 sets out what constitutes a breach of planning namely:
 - (a) carrying out development without the required planning permission; or
 - (b) failing to comply with any condition or limitation subject to which planning permission has been granted.
6. Section 172 of the Town and Country Planning Act 1990 provides that a local planning authority may issue an Enforcement Notice where it appears to them that there has been a breach of planning control and it is expedient to issue the Notice, having regard to the provisions of the development plan and to any other material considerations.

Greater London Council (General Powers) Act 1973 (as amended) and Deregulation Act 2015

7. The use of residential premises in Greater London as temporary sleeping accommodation involves a material change of use requiring planning permission by virtue of Section 25 of the Greater London Council (General Powers) Act 1973 (as amended) (the 1973 Act) unless it benefits from the new exception introduced by the Deregulation Act 2015 which came into force on 26th May 2015.
8. Temporary sleeping accommodation is defined as sleeping accommodation which is occupied by the same person for less than 90 consecutive nights and which is provided (with or without services) for a consideration arising either by way of trade for money or money's worth, or by reason of the employment of the occupant, whether or not the relationship of landlord and tenant is thereby created.
9. Section 44 of the Deregulation Act 2015 creates a new section 25A of the 1973 Act which provides that the use as temporary sleeping accommodation of any residential premises in Greater London does not constitute a change of use, (for which planning permission would be required), if certain conditions are met. The conditions are set out in subsections (2) and (3) of section 25A.
 - (1) The first condition is that the total number of nights of use as temporary sleeping accommodation in the same calendar year, does not exceed ninety nights.
 - (2) The second condition is that the person who provided the sleeping accommodation must be liable to pay council tax.
10. If the two conditions in the new exception are not met use as temporary sleeping accommodation of residential premises involves a material change of use requiring planning permission.

Framework Policies and Guidance

11. The relevant extracts are set out in Appendix 1.

Considerations

Development and material alteration

12. The City Corporation in determining whether to take enforcement action must establish whether there has been a breach of planning control i.e. do the works amount to development and if so do they amount to a material change of use of the flats.

Evidence

- *Complaints* have been received. The evidence supplied by third parties is to the effect that the flats in question are used as temporary sleeping accommodation on an ongoing basis, well in excess of the 90 nights per calendar year permitted under the amended legislation. These assertions as to frequency and extent of occupation are in part supported by evidence of 'reviews' posted on web-sites. It is not however always possible to link each entry or review to a specific flat.

- *Independent inspection by officers* has not found anyone actually in occupation of any of the flats as short term lets and available for interview. But when an interview was carried out on site with a leaseholder the information gathered was found to be consistent with information as to occupation posted on the web-site and the sheer number of reviews would suggest a level of use potentially in excess of that permitted by law.
 - *On line searches* have been carried out by officers and provide evidence of occupation of various flats at 15 Trinity Square as short term lets. It is not always possible to link the lettings to specific flats.
 - *Planning Contravention Notices (PCN's)* –Interested parties were asked to provide information including the number of lettings that had taken place, the length of the letting, whether rent was paid, whether council tax was paid and whether there was any residential use between 1 January 2015 and 31 December 2015 and for the same period in 2016. The returns confirmed that flats 6, 9 and 15 were in use as short term lets for more than 90 nights per calendar year during these periods although there was some residential use by some of the leaseholders.
 - *Council tax* - At least one of the leaseholders at flats 6, 9 and 15 confirmed that they paid Council Tax and a check of the City Corporation records confirmed that this is the case.
13. On balance the evidence indicates that flats 6, 9 and 15 are being used as short term lets for more than 90 nights per calendar year. This activity therefore constitutes a material change of use falling within the meaning of development as defined by Section 55(1) of the Town and Country Planning Act 1990. This use therefore requires planning permission.
14. The principal issues in considering this development are the loss of residential, the effect on the amenity of permanent residents, security both in terms of the building and City wide and the impact on the building.

Loss of residential

15. In considering whether it is expedient to take enforcement action regard must be had to the provisions of the Development Plan, so far as material, and to any other material considerations (Section 70 Town and Country Planning Act 1990 and Section 38(6) of the Planning and Compensation Act 2004).
16. The London Plan seeks to retain housing where possible and appropriate, except where there are acceptable plans for its replacement and to resist short term letting especially for holiday lets as this can result in a serious loss of housing.
17. The City of London Local Plan seeks to ensure that the net loss of existing housing units is not be allowed except where they provide poor amenity to residents which cannot be improved, they lack a separate entrance and large scale office development would be prejudiced by the retention of isolated residential units. It also seeks to resist the change of use of permanent residential accommodation to temporary sleeping

accommodation. The NPPF advocates that the housing needs of an area must be met.

18. The City's housing is concentrated around the edge of the City principally in four estates (the Barbican, Golden Lane, Middlesex Street and Mansell Street) plus Smithfield, the Temples, parts of the riverside (Queenhithe), Fleet Street (City West), Carter Lane and around Botolph Lane. Most residential units in the City are flats with one or two bedrooms. There have been a number of premises developed in the City specifically for temporary sleeping accommodation.
19. The City has a growing residential population currently comprising 9,000 residents. The GLA's 2015-based projections suggest that the City's population (including those with main homes elsewhere) will increase to over 11,000 by 2026. The City of London's 2016 Strategic Housing Market Assessment (SHMA) supports the need for additional housing in the City, including affordable units. The City Corporation's Housing Trajectory shows that the supply of small windfall sites, together with large sites in the development pipeline, will provide sufficient capacity to meet the London Plan annual average monitoring target of 141 additional homes over the period to 2026.
20. Within London short term let accommodation, to address visitor demand, reduces significantly the housing stock available for permanent residents. The 2011 Census found that 27% of the City's housing stock was not permanently occupied due to the combination of second homes and short-term lets. The 2015 changes in legislation surrounding short-term lets is likely to increase this figure making it harder for the City to meet the London Plan housing targets and therefore its role in delivering the increase in permanent homes that London needs.
21. In this context it is important that the local supply of housing is maintained as any loss will impact on the local housing supply and will set precedents. The breach involves the loss of 3 units of residential accommodation at least one of which comprises two bedrooms. The loss of this number of units should be considered in the context of the City's overall housing targets as set out in the London Plan. 3 units is equivalent to 2.13% of the City's annual housing target. The loss of the 3 units therefore reduce the City's housing stock and impact on the City Corporation's ability to meet housing needs.
22. The loss of 3 residential units is contrary to policies 3.3 and 3.14 of the London Plan which seek to increase the housing supply and to resist the loss of housing to short term provision (lettings less than 90 days) and policies CS21, DM 21.2 and 21.6 of the Local Plan which seeks to resist the loss of housing except where poor amenity is provided to residents which can't be improved and where they lack separate entrance and to resist the change of use of permanent residential accommodation to temporary sleeping accommodation. The NPPF also supports boosting the supply of housing.

Impact on the amenity of the occupiers and security

23. Both the London Plan and the Local Plan seek to protect the cumulative impact of individual developments on the amenity of existing residents

and to manage noise in order to improve the health and quality of their life. The NPPF also advocates this approach.

24. Complainants have been in regular contact with the City Corporation regarding the extent of use of the flats as temporary sleeping accommodation and the problem of noise disturbance, wear and tear of the building and security have been raised. Other issues raised such as increased financial expenditure, breach of the building insurance and lease, non-declaration of business rates and issues relating to service charges are not material planning considerations.
25. It is considered that the loss of residential to short-term lets has adverse consequences for the residential amenity of the long term residents in the building. People on holiday and business people have a markedly different lifestyle to residents. Short stay visitors often do not have the same consideration for neighbourliness or care of their accommodation as permanent residents. They are often unfamiliar with domestic arrangements, for example waste disposal and constant comings and goings with wheelie trollies can result in damage to the building. In addition this type of use often gives rise to an increase in noise disturbance. This can be generated by the increased comings and goings of numerous different people to the flats including families who are unfamiliar with the building and people congregating in the foyer. Some permanent residents feel that their amenity is diminished through noise and disturbance and that a sense of community in the building or neighbourhood is threatened by transient visitors. The Local Plan specifically seeks to resist temporary sleeping accommodation in mixed permanent residential accommodation within the same building for these reasons.
26. Security problems caused by transient occupants are a common concern both in terms of the building and the City. Both the London Plan and NPPF advocate a safe and secure environment. The Local Plan seeks to ensure self-containment in mixed uses to prevent problems with security, management and amenity and to ensure that the City is safe from crime disorder and terrorism by ensuring that security and safety measures are of an appropriate high quality design.
27. 15 Trinity Square is served by a main entrance fronting onto Trinity Square and a second entrance at the rear of the building leading onto Muscovy Street. The layout of the building does not lend itself to the self-containment of the four flats in question, therefore the building currently operates as a mixed use. Residents are increasingly concerned about the comings and goings of unknown persons and the increasing potential for security issues to arise. Whilst there is CCTV in operation this is not considered to be sufficient to eliminate the security concerns. There is a large turnover of unknown people coming and going from the building and no proper means of vetting all the individuals to determine whether they are a security risk. There is limited control of who comes and goes from the flats once occupied as there is no one permanently on site such as a concierge.
28. Security and safety are important to the quality of life of those who work, live and travel in the City and to protect its economic role. The premises

are situated within a short distance of the Tower of London which is a world heritage site and major tourist attraction, and within easy reach of the City's financial centre. It is therefore considered important that a high level of security is maintained.

29. The City of London Police has commented that they note the concerns of residents about 'unknown persons' at the flats and that this is typical of short term lets. They refer to the:

- Corporation of London Local Plan which highlights Safety and Security as of critical importance
- City of London Police Force Priorities
- Paragraphs 58 and 69 of the National Planning Policy Framework
- Section 17 of the Crime and Disorder Act 1998, as amended by the Police and Justice Act 2006
- Planning Inspectorate Note 953 2005

all of which stress a need to consider the likely impact on crime and disorder.

30. The Police are of the view that short term lets by their nature allow for unknown persons to locate in communities and occupy premises without security checks. Such premises are not visibly managed as they have no reception, security or concierge service. The absence of a suitable guardian causes issues for neighbours and public services when there is a need to contact a responsible owner of the premises in an emergency. They point out that short term lets have been used for parties with resultant noise, anti-social behaviour, crime and disorder and there is concern surrounding criminal activity in short term lets. Such crime includes prostitution and sexual offences, and a risk of the under-reporting of crime within such premises. Owners and the management of such premises are typically hard to reach and it is difficult to ensure that management of short lets are conducting checks on those occupying the premises in order to mitigate and reduce the risk of crime and disorder. (However, there is no suggestion of either parties or unlawful activities involved in the premises the subject of this report).

31. The use of the 3 flats as short term lets is therefore contrary to policies 7.3, 7.13 and 7.15 of the London Plan which seek to design out crime, maintain a safe and secure environment and reduce noise and Strategic Objective 5 and policies CS3, DM3.1, DM3.2, DM15.7, DM21.3 and DM21.6 of the Local Plan which seek to protect the amenity of residents, ensure improvements in their quality of life and to resist a mix of temporary sleeping accommodation and permanent residential accommodation within the same building and to ensure that the City is secure from crime, disorder and terrorism, ensuring that security and safety measures are of an appropriate high quality design, that security measures are applied to existing buildings and that there is self-containment in mixed uses developments. The NPPF also seeks to avoid noise giving rise to significant adverse impacts on health and quality of life and to create safe and accessible environments.

Further Evaluation

32. It is acknowledged that both the loss of residential and the adverse impacts on amenity and security of residents will arise even where temporary lettings are lawful in that they do not exceed 90 nights per calendar year and that, in those circumstances, enforcement action may not be available. However, it is still considered appropriate to have regard to such impacts and to consider enforcement action to address them where this is within the City's powers, because this will assist in reducing the adverse impacts and loss of residential.

Negotiation

33. Meetings have taken place with interested parties. Despite the City's attempts to find a solution three flats continue to be used for short term letting. Having regard to the Development Plan and to other material considerations it is considered expedient to take enforcement action.

Human Rights

34. The provisions of the European Convention on Human Rights such as Article 1 of the First Protocol (right to peaceful enjoyment of possessions) and Article 8 (right to respect of private and family life) are relevant when considering enforcement action. There is a clear public interest in enforcing planning law and planning regulation in a proportionate way. In deciding whether enforcement action is taken, regard should be had to the potential impact on the health, housing needs and welfare of those affected by the proposed action, and those who are affected by a breach of planning control.
35. There must therefore be a balancing exercise between the public interest and the individual's rights. It would be proposed to allow at least four weeks for compliance, which is considered to strike a fair balance. In this case it is considered that any interference caused by enforcement action is proportionate having regard to the interests of affected permanent residents and the public benefits.

Equalities Act 2010

36. The public sector equality duty applies and therefore due regard must be had to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between persons sharing a relevant protected characteristic and those who do not. It is not considered that acceptance of the recommendations will have a negative impact on any of those considerations.

Conclusion

37. It would appear that without planning permission a material change of use has occurred. Having regard to the provisions of the development plan and the material considerations set out above, it is considered expedient to take enforcement action, under section 172 of the Town and Country Planning Act 1990, to remedy the breach of planning control for the reasons sets out in the report.

38. It is recommended to:

- (1) issue Enforcement Notices in respect of flats 6, 9 and 15, 15 Trinity Square (the precise terms to be delegated to the Chief Planning Officer in consultation with the City Solicitor) to secure the cessation of the unauthorised use.
- (2) instruct the Comptroller and City Solicitor to serve copies on the owners and occupiers and any other persons having an interest in the land materially affected by the Notice.

Appendices

- Appendix 1 – Relevant Policies and Guidance

Background Papers

Email 18/11/16 City of London Police

Email 20/11/16 City of London Police

This page is intentionally left blank

APPENDIX 1 – Relevant Policies and Guidance

National Planning Policy Framework

When deciding whether or not to take enforcement action, local planning authorities are expected to have regard to the National Planning Policy Framework (NPPF) issued by Government in 2012. The NPPF states that enforcement action is discretionary and local planning authorities should act proportionately in responding to suspected breaches of planning control. It advocates that local planning authorities should consider publishing a local enforcement plan to manage enforcement proactively in a way that is appropriate to their area. This should set out how the local authority will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where it is appropriate to do so. The NPPF acknowledges that effective enforcement is important as a means of maintaining public confidence in the planning system.

A draft Enforcement plan to be adopted as a Supplementary Planning Document (SPD) is currently the subject of consultation. This sets out the City's approach to planning enforcement and explains the principles and procedures the City will follow to ensure that development is properly regulated. It contains standards and targets to be worked to and confirms that where possible the City will seek to achieve these objectives through negotiation rather than formal legislative action.

The NPPF also states:

Achieving sustainable development

7. There are three dimensions to sustainable development: economic, social and environmental. These dimensions give rise to the need for the planning system to perform a number of roles:
 - A social role – supporting strong, vibrant and healthy communities, by providing the supply of housing required to meet the needs of present and future generations; and by creating a high quality built environment, with accessible local services that reflect that community's needs and support its health, social and cultural well-being; and ...
9. Pursuing sustainable development involves seeking positive improvements in the quality of the built, natural and historic environment, as well as in people's quality of life, including (but not limited to);
 - Improving the conditions in which people live, work, travel and take leisure: and ...

Core Planning Principles

17. Within the overarching roles that the planning system ought to play, a set of core land-use planning principles should underpin both plan-making and decision-taking. These 12 principles are that planning should:

- proactively drive and support economic development to deliver the homes, business and industrial units, infrastructure and thriving local places that the country needs. Every effort should be made objectively to identify and then meet the housing business and other development needs of an area, and respond positively to wider opportunities for growth. Plans should take account of market signals, such as land prices and housing affordability, and set out a clear strategy for allocating sufficient land which is suitable for development in their area, taking account of the needs of the residential and business communities;
- always seek to secure high quality design and good standard of amenity for all existing and future occupants of land and buildings; ...

6. Delivering a wide choice of high quality homes

47. To boost significantly the supply of housing, local authorities should:

- Use their evidence base to ensure that their Local Plan meets the full, objectively assessed needs for market and affordable housing in the housing market area, as far as is consistent with the policies set out in this Framework, including identifying key sites which are critical to the delivery of the housing strategy over the plan period;

58. Local and neighbourhood plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area. Such policies should be based on stated objectives for the future of the area and an understanding and evaluation of its defining characteristics. Planning policies and decisions should aim to ensure that developments:

- will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development
- create safe and accessible environments where crime and disorder, and the fear of crime, do not undermine quality of life or community cohesion and ...

Safe developments are again championed in section 8 Promoting healthy communities paragraph 69.

11. Conserving and enhancing the natural environment

109. The planning system should contribute to and enhance the natural and local environment by:

- Preventing both new and existing development from contributing to or being put at unacceptable risk from, or being adversely affected by unacceptable levels of soil, air, water or noise pollution or land instability; and ...

123. Planning policies and decisions should aim to:

- avoid noise from giving rise to significant adverse impacts and health and quality of life as a result of new development:
- identify and protect areas of tranquillity which have remained relatively undisturbed by noise and are prized for their recreational and amenity value for this reason

Planning Practice Guidance

National Planning Practice Guidance 'Ensuring effective enforcement' published 6 March 2014 and updated regularly provides advice which the City has regard to in its decision making process.

Policy Context

The Development Plan consists of the London Plan dated March 2016 (consolidated with alterations since adoption in 2011) and the City of London Local Plan adopted 15 January 2015.

The London Plan

The London Plan contains the following policies which are most relevant to the consideration of this case:

Policy 3.3 Increasing Housing Supply

Strategic

- A The Mayor recognises the pressing need for more homes in London in order
to promote opportunity and provide a real choice for all Londoners in ways
that meet their needs at a price they can afford
- B Working with relevant partners, the Mayor will seek to ensure the housing need identified in paragraphs 3.16a and 3.16b is met particularly through provision consistent with at least an average of 42,000 net additional homes across London which will enhance the environment, improve housing choice and affordability and provide better quality accommodation for Londoners
- C This target will be reviewed by 2019/20 and periodically thereafter and provide the basis for monitoring until then

LDF preparation

- D Boroughs should seek to achieve and exceed the relevant minimum borough annual average housing target in Table 3.1, if a target beyond 2025 is required, boroughs should roll forward and seek to exceed that in Table 3.1 until it is replaced by a revised London Plan target
- Da Boroughs should draw on the housing benchmarks in Table 3.1 in developing their LDF housing targets, augmented where possible with extra housing capacity to close the gap between identified housing need (see Policy 3.8) and supply in line with the requirement of the NPPF
- G Boroughs should monitor housing capacity and provision against the average targets in Table 3.1, local housing needs assessments and the

sensitivity ranges set out in the SHLAA report and update in the London Plan Annual Monitoring Report

Policy 3.14 Existing Housing

Strategic

- A The Mayor will, and boroughs and other stakeholders should, support the maintenance and enhancement of the condition and quality of London's existing homes.

Planning decisions and LDF preparation

- B Loss of housing, including affordable housing, should be resisted unless the housing is replaced at existing or higher densities with at least equivalent floorspace
- C This policy includes the loss of hostels, staff accommodation and shared accommodation that meet an identified housing need, unless the existing floorspace is satisfactorily re-provided to an equivalent or better standard. The loss of housing to short term provision (lettings less than 90 days) should be resisted.

Paragraph 3.81 of the London Plan states:

To address London's housing needs and sustain its neighbourhoods, existing housing should be retained where possible and appropriate, except where there are acceptable plans for its replacement. Short term letting especially for holiday lets, can result in a serious loss of housing, and should be resisted...

Policy 7.3 Designing out Crime

Strategic

- A Boroughs and others should seek to create safe, secure and appropriately accessible environments where crime and disorder, and fear of crime do not undermine quality of life or community cohesion.

Planning decisions

- B Development should reduce the opportunities for criminal behaviour and contribute to a sense of security without being overbearing or intimidating.

In particular:

- c design should encourage a level of human activity that is appropriate to the location, incorporating a mix of uses where appropriate, to maximize activity throughout the day and night, creating reduced risk of crime and a sense of safety at all times
- d places should be designed to promote an appropriate sense of ownership over communal spaces

Policy 7.13 Safety, Security and resilience to emergency

Strategic

- A The Mayor will work with relevant stakeholders and others to ensure and maintain a safe and secure environment in London that is resilient against emergencies including fire, flood, weather, terrorism and related hazards as set out in the London Risk Register

Planning decisions

- B Development proposals should contribute to the minimisation of potential physical risks, including those arising as a result of fire, flood and related hazards. Development should include measures to design out crime that, in proportion to risk, deter terrorism, assist in the detection of terrorist activity and help deter its effects.

Policy 7.15 Reducing and managing noise, improving and enhancing the acoustic environment and promoting appropriate soundscapes

Strategic

- A The transport, spatial and design policies of this plan will be implemented in order to reduce and manage noise to improve health and quality of life and support the objectives of the Mayor's Ambient Noise Strategy

Planning decisions

- B Development proposals should seek to manage noise by:
 - a avoiding significant adverse noise impacts on health and quality of life as a result of new development

The Local Plan

The Local Plan sets out the planning priorities for the square mile reflecting the NPPF and London Plan. The following objectives and policies are relevant to the consideration of this case.

Strategic Objective 5

To ensure the provision of inclusive facilities and services that meet the high expectations of the City's business, resident, student and visitor communities, aiming for continuous improvement in the City's rating in satisfaction and quality of life surveys.

Core Strategic Policy CS3: Security and Safety

To ensure that the City is secure from crime, disorder and terrorism, has safe systems of transport and is designed and managed to satisfactorily accommodate large numbers of people, thereby increasing public and corporate confidence in the City's role as the world's leading international financial and business centre, by:

1. Ensuring that the dense network of buildings and spaces, including the activities they contain, is designed to be safe, minimising the potential for crime and antisocial behaviour and providing for a mix of uses and natural surveillance of streets and spaces
4. Ensuring that security and safety measures are of an appropriate high quality design.
6. Ensuring that development takes account of the need for resilience so that the residential and business communities are better prepared for, and able to recover from, emergencies (including the promotion of business continuity measures).

Policy DM 3.1 Self-containment in mixed use developments

Where feasible, proposals for mixed use developments must provide independent primary and secondary access points, ensuring that the proposed uses are separate and self-contained.

Policy DM 3.2 Security measures in new developments and around existing buildings to ensure that security measures are included in new developments, applied to existing buildings and their curtilage, by requiring:

- developers to seek recommendations from the City of London Police Architectural Liaison Officer at the design stage. New development should meet Secured by Design principals;
- an assessment of the environmental impact of security measures, particularly addressing visual impact and impact on pedestrian flows

Policy DM 15.7 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 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.

Core Strategic Policy CS21: 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, by:

1. Exceeding the London Plan's minimum annual requirement of 110 additional residential units in the City up to 2026:
 - (i) guiding new housing development to and near identified residential areas;
 - (ii) protecting existing housing;
 - (iii) refusing new housing where it would prejudice the primary business function of the City or be contrary to Policy DM 1.1;
 - (iv) exceptionally, allowing the loss of isolated residential units where there is a poor level of amenity.

Policy DM 21.2 Loss of housing

The net loss of existing housing units will not be allowed except where:

- they provide poor amenity to residents which cannot be improved;
- they do not have a separate entrance;
- large scale office development would be prejudiced by the retention of isolated residential units

Policy DM 21.3 Residential environment

1. The amenity of existing residents within identified residential areas will be protected by:
 - resisting other uses which would cause undue noise disturbance, fumes and smells and vehicle or pedestrian movements likely to cause disturbance
 - 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.
5. The cumulative impact of individual developments on the amenity of existing residents will be considered.

Policy DM 21.6 Temporary sleeping accommodation

- 1) Temporary sleeping accommodation will not normally be permitted where it is mixed with permanent residential accommodation within the same building.
- 2) Permanent residential accommodation will not normally be permitted to change use to temporary sleeping accommodation.

- 3) Where temporary sleeping accommodation is permitted, conditions will be imposed to prevent any later changes to permanent residential use in unsuitable accommodation or locations

Committee:	Date:
Planning & Transportation	13/12/2016
Subject: City Corporation's response to Mayor's consultation on 'A City for all Londoners'	Public
Report of: Director of the Built Environment	For Decision
Report author: Peter Shadbolt. Department of the Built Environment	

Summary

The Mayor of London has published a statement of ambition for the future of London and Londoners, 'A City for all Londoners', and has invited comments from stakeholders. The Mayor's document expands on his manifesto and sets out how he intends to respond to the major challenges facing London. Responses to the consultation will inform the development of the Mayor's seven statutory strategies, including the London Plan and the Transport Strategy. The Mayor's strategies will be published for consultation during 2017.

A City for all Londoners sets out the Mayor's overall ambition for London under five key themes: accommodating growth; housing; economy; environment, transport and public space; and a City for all Londoners. There is much in the document that can be supported by the City Corporation. In particular, it expresses continued support for and commitment to the protection of the international business cluster within the City of London and the rest of the Central Activities Zone and it recognises that maintenance of this activity will require further investment in the transport infrastructure serving central London. The Mayor sets out his support for major transportation improvements in London, including Crossrail 2 and the Bakerloo Line Extension, together with other improvements to bus networks, roads, cycle networks and pedestrian accessibility. A key aim for the Mayor is the improvement of air quality throughout London and the document sets out his proposals for improving air quality, including through making new buildings air quality positive.

There are, nevertheless, several issues where clarification will be required, including the Mayor's approach to further runway capacity in the south east, which supports Gatwick rather than the Government's preferred Heathrow option. In terms of housing, whilst his overall aim of addressing London's housing shortage is welcomed, there needs to be a clear statement of balance between the need to promote housing growth whilst retaining and enhancing the City's and the central London's commercial and employment core.

Recommendation(s)

Members are asked to:

- Note the summary of the key issues and the implications for the City of London arising from the Mayor's document 'A City for all Londoners', which are set out in this report.
- Agree that the City Corporation supports the Mayor's ambitions for London and agree that the detailed comments set out in Appendix 1 should be forwarded to the Mayor as the City Corporation's formal response to 'A City for all Londoners'.

Main Report

Background

1. The Mayor of London is required to prepare seven statutory strategies, covering a range of issues:
 - the London Plan which sets out strategic planning policy across London and forms part of the statutory development plan for the City of London alongside the City's own Local Plan. The City's Local Plan has to be in general conformity with the London Plan.
 - The Transport Strategy, which sets out the Mayor's proposals for transport across London, informs the investment decisions of TfL and provides the framework for the development of borough and City of London Local Implementation Plans.
 - The Housing Strategy which sets out how the Mayor will use the affordable housing grant to deliver new housing and seeks to influence how other organisations, including the boroughs and the City deliver new housing.
 - The Environment Strategy which has powers of direction on waste management and air quality issues across London and seeks to influence measures to improve London's environment.
 - The Economic Development Strategy, which sets out the Mayor's aims for the economy and seeks to influence economic development in London.
 - The Health Inequalities Strategy which seeks to influence organisations dealing with health issues in London.
 - The Cultural Strategy, which seeks to influence other organisations with a role in London's culture.
2. In addition, the Mayor produces a Policing and Crime Plan which sets out funding for the Metropolitan Police and policing priorities for London.

Current Position

3. The Mayor has published a statement of ambition for the future of London and Londoners, 'A City for all Londoners', and has invited comments from stakeholders. The Mayor's document expands on his manifesto and sets out how he intends to respond to the major challenges facing London. Responses to the consultation will inform the development of the Mayor's seven statutory strategies and his Policing and Crime Plan. The Mayor's strategies will be published for consultation during 2017. Timings of publication have not been confirmed, but it is understood that the London Plan will be published in draft in autumn 2017.
4. Alongside the published document, the Mayor has undertaken a series of consultation seminars with invited organisations, each dealing with a specific policy topic. City Corporation officers have attended each of these events to ensure that the Mayor and his officers are aware of the issues facing the City of London.

Proposals

5. The City for all Londoners document sets out the Mayor's ambitions for London under five key themes: accommodating growth; housing; economy, environment; transport and public space; and a city for all Londoners.

6. Accommodating Growth – this section deals with land uses across London, identifying growth locations and setting priorities for the balance of land uses. The Mayor affirms his commitment to the promotion of economic growth and the importance of the London’s Central Activities Zone (including the City of London) as a centre of trade, investment, innovation and entrepreneurialism on a global scale. He aims to protect and sustain the important job-creating role of the CAZ and to improve transport within the area. The Mayor also sets out his ambition to spread the benefits of economic growth beyond this central area to other parts of London, seeking more development in town centres and to intensify development and achieve higher housing densities around public transport nodes. A key element of the Mayor’s aim for growth is to increase transport capacity within London and provide the necessary social infrastructure needed to support population and employment growth.
7. Housing – the need to increase housing provision and ensure new housing is affordable and meets the needs of Londoners is a key priority for the Mayor. The document sets out the Mayor’s aims to increase the availability of affordable housing and to provide a range of tenures to meet needs. To do this, the Mayor wants to see an increase in the overall amount of housing built in London and the document addresses potential measures that could be adopted, including higher density development around public transport nodes and the use of surplus GLA and other public sector land; working with developers to increase capacity and considering the role of the private rented sector.
8. Economy – this section sets out the Mayor’s ambitions for London as a global city able to compete effectively in a global market. A key aim is to retain London’s role as an international business centre, focussed on the CAZ. The Mayor identifies the need for investment in infrastructure, including transport and digital connectivity to ensure that London remains competitive. There is an emphasis on provision of skills and training and also on spreading the economic benefits of growth across all of London, including promoting tourism and hotel provision outside of the CAZ. The Mayor places particular emphasis on the need to encourage SMEs.
9. Environment, transport and public realm – The Mayor seeks to address the environmental impacts of development and sets out his aims to deliver a low carbon economy, whilst addressing air quality. The Mayor aims to address the air quality impacts of transport and buildings and ensure new development is air quality positive, i.e. actively contributing to a reduction in London’s emissions. There is an ambition to address carbon emissions and make London a zero carbon city by 2050. In relation to transport, alongside existing public transport improvement schemes, the Mayor signals his continued support for Crossrail 2, an extension to the Bakerloo Line and improvements to roads and bus services. The Mayor outlines his support for additional runway capacity at Gatwick rather than Heathrow. The Mayor also identifies the need to foster an open and accessible network of well-designed and functional spaces, including green spaces and improvements to public realm.
10. A City for all Londoners – in this final section, the Mayor focuses on a range of policy areas which affect the quality of people’s lives, setting out his aims to

tackle inequality, discrimination and disadvantage. He addresses issues around the health of Londoners and access to health services and sets out his priorities for safer and more secure communities. This section also addresses the Mayor's aims to enhance London's cultural offer, recognising the important role that culture plays in providing employment and generating income for London.

City Corporation Comments

11. A City for all Londoners, sets out how the Mayor intends to take forward his manifesto commitments to London. It is deliberately a high level document outlining key priorities and the direction of travel and does not set out detailed policy guidance for planning or transport. This detail will follow in the draft Transport Strategy and London Plan to following in 2017.
12. There is much in the Mayor's high level priorities that can be supported as they form a good basis for further Mayoral strategies. The City Corporation looks forward to working closely with the Mayor and his team at GLA and TfL as his strategies and the London Plan develop, in particular to ensure that the preparation of the City's Local Plan and the London Plan are co-ordinated as far as possible. The City Corporation is reviewing the City of London Local Plan and aims to publish a draft Local Plan for public consultation in autumn 2017, at approximately the same time as the draft London Plan.
13. The Mayor's continued support and commitment to the protection of the international business cluster within the City of London and the rest of the Central Activities Zone is welcome. It accords with the City Corporation's overall corporate aim, and that of the City Local Plan 2015, to maintain the City's role as a world leading international financial and business services centre. The Mayor does recognise that maintenance of this role will require further investment in the transport infrastructure serving central London and this can also be welcomed.
14. The Mayor has an ambition to spread the benefits of economic growth across London and signals that policies, including transport investment, will be aligned to ensure that the benefits of growth are more widely distributed. Whilst this ambition is also supported, it is important for the London Plan and the other Mayoral strategies to recognise the wider benefits that accrue to London and the UK from the current concentration of business activity within the CAZ. Policies need to recognise that support for the CAZ is not incompatible with the aims of spreading the benefits of growth across London.
15. Housing is a key priority for the Mayor and the framework outlined for increased housing provision, higher density in appropriate places well served by public transport, and a focus on affordability are supported. A key concern for businesses in the City is the ability to recruit and retain high quality staff and this requires access to a range of housing opportunities across the Capital. The scope for new housing within the City of London is limited without impacting on the quality of the City's business offer and this needs to be expressly recognised in the London Plan. Nevertheless, the City Corporation will play its part in helping to address housing needs through its existing housing estates and land it owns across London.

16. The Mayor's focus on air quality as a key concern is welcomed and accords with the City Corporation's concerns. The City Corporation is actively exploring ways of delivering improvements in air quality within the City, including within the Low Emissions Neighbourhood, and looks forward to working closely with the Mayor and the GLA team to develop and implement effective measures to deliver air quality improvements.
17. Transport capacity, the ability for people to get to and from and move within the City easily, and the ability to service the City's growing business cluster are key priorities for the City Corporation. The Mayor's commitment to further investment in London's transport infrastructure, including his recognition of the need to ensure continued good access to the business cluster in central London, is therefore welcomed. The Mayor does, however, need to approach transport in an integrated way, ensuring that the implications of modal shift on all transport modes and the ability to move through London are addressed. The Mayor's support for further runway capacity at Gatwick is noted, in contrast to the Government's decision to expand capacity at Heathrow. The City Corporation urges the Mayor to work with all airports and operators in London and the surrounding area to address the issue of runway capacity and deliver without delay the increased capacity that London's business needs to grow.
18. Appendix 1 sets out detailed comments on individual proposals and ambitions within the Mayor's document. It is recommended that this appendix, together with the above comments be forwarded to the Mayor as the City's formal response to his consultation.

Corporate & Strategic Implications

19. The London Plan forms part of the Development Plan for the City of London, alongside the City Corporation's Local Plan. The City Local Plan is required to be in general conformity with the London Plan. The Mayor's proposed approach, as set out in A City for all Londoners, is broadly supportive of the policies in the City's Local Plan and the aims and objectives of the City Corporation's Corporate Plan and the Department of the Built Environment's Business Plan.
20. The City of London Local Plan is currently being reviewed, with consultation on Issues and Options ending on 2 December 2016. The next stage in the Local Plan review will be the preparation of a draft Local Plan, with detailed policy proposals, in autumn 2016. This will be at approximately the same time as the Mayor publishes his draft London Plan for consultation and it will be important to ensure that the two processes are co-ordinated as far as possible.

Implications

21. There are no financial or legal implications arising out of the consultation on the Mayor's document 'A City for all Londoners'.

Health Implications

22. There are no health implications arising from this report.

Conclusion

23. The Mayor of London has published a statement of ambition for the future of London and Londoners, 'A City for all Londoners', and has invited comments from stakeholders. The Mayor's document expands on his manifesto and sets out how he intends to respond to the major challenges facing London. Responses to the consultation will inform the development of the Mayor's seven statutory strategies, including the London Plan and the Transport Strategy. The Mayor's strategies will be published for consultation during 2017.
24. The Mayor's document sets out his overall ambition for London under five key themes: accommodating growth; housing; economy; environment, transport and public space; and a city for all Londoners. There is much in the document that can be supported:
- It expresses continued support and commitment to the protection of the international business cluster within the City of London and the rest of the Central Activities Zone and recognises that maintenance of this activity will require further investment in the transport infrastructure serving central London.
 - It emphasises the need to address air quality issues and sets out proposals for improving air quality across London, including through making new buildings air quality positive.
 - It sets out the Mayor's aims to improve transport capacity across London, including major new investment through Crossrail 2 and expansion of the Bakerloo Line.
25. At the same time, there are several issues where clarification will be required, including:
- Regarding the expansion of airport runway capacity, the Mayor expresses his support for expansion at Gatwick rather than Heathrow. The City Corporation notes this preference and urges the Mayor to work with all airports and operators in London and the surrounding area to address the issue of runway capacity and deliver without delay the increased capacity that London's business needs to grow.
 - The Mayor emphasises the need to increase the provision and affordability of housing across London. Whilst this is supported and is necessary to ensure that businesses in the City have access to a high quality workforce, delivery also needs to expressly recognise the limitations on housing development in parts of the CAZ due to the need to retain the City's and central London's commercial and employment core.

Appendices

- Appendix 1 – City of London Corporation comments on the Mayor's statement of ambition 'A City for all Londoners'.

Peter Shadbolt

Assistant Director (Planning Policy)

T: 020 7332 1038

E: peter.shadbolt@cityoflondon.gov.uk

City of London Corporation’s Comments on the Mayor of London’s Statement of Ambition ‘A City for All Londoners’ (October 2016)

A City for All Londoners	City of London Corporation Comments
	<p>There is much in the Mayor’s high level priorities that can be supported as they form a good basis for further Mayoral strategies. The City Corporation looks forward to working closely with the Mayor and his team at GLA and TfL as his strategies and the London Plan develop, in particular to ensure that the preparation of the City’s Local Plan and the London Plan are co-ordinated as far as possible. The City Corporation is reviewing the City of London Local Plan and aims to publish a draft Local Plan for public consultation in autumn 2017, at approximately the same time as the draft London Plan.</p> <p>The Mayor’s continued support and commitment to the protection of the international business cluster within the City of London and the rest of the Central Activities Zone is welcome. It accords with the City Corporation’s overall corporate aim, and that of the City Local Plan 2015, to maintain the City’s role as a world leading international financial and business services centre. The Mayor does recognise that maintenance of this role will require further investment in the transport infrastructure serving central London and this can also be welcomed.</p> <p>The Mayor has an ambition to spread the benefits of economic growth across London and signals that policies, including transport investment, will be aligned to ensure that the benefits of growth are more widely distributed. Whilst this ambition is also supported, it is important for the London Plan and the other Mayoral strategies to recognise the wider benefits that accrue to London and the UK from the current concentration of business activity within the CAZ. Policies need to recognise that support for the CAZ is not incompatible with the aims of spreading the benefits of growth across London.</p> <p>Housing is a key priority for the Mayor and the framework outlined for increased housing provision, higher density in appropriate places well served by public transport, and a focus on affordability are supported. A key concern for businesses in the City is the ability to recruit and retain high quality staff and this requires access to a range of housing opportunities across the Capital. The scope for new housing within the City of London is limited without impacting on the</p>

City of London Corporation’s Comments on the Mayor of London’s Statement of Ambition ‘A City for All Londoners’ (October 2016)	
A City for All Londoners	City of London Corporation Comments
	<p>quality of the City’s business offer and this needs to be expressly recognised in the London Plan. Nevertheless, the City Corporation will play its part in helping to address housing needs through its existing housing estates and land it owns across London.</p> <p>The Mayor’s focus on air quality as a key concern is welcomed and accords with the City Corporation’s concerns. The City Corporation is actively exploring ways of delivering improvements in air quality within the City, including within the Low Emissions Neighbourhood, and looks forward to working closely with the Mayor and the GLA team to develop and implement effective measures to deliver air quality improvements.</p> <p>Transport capacity, the ability for people to get to and from and move within the City easily, and the ability to service the City’s growing business cluster are key priorities for the City Corporation. The Mayor’s commitment to further investment in London’s transport infrastructure, including his recognition of the need to ensure continued good access to the business cluster in central London, is therefore welcomed. The Mayor does, however, need to approach transport in an integrated way, ensuring that the implications of modal shift on all transport modes and the ability to move through London are addressed. The Mayor’s support for further runway capacity at Gatwick is noted, in contrast to the Government’s decision to expand capacity at Heathrow. The City Corporation urges the Mayor to work with all airports and operators in London and the surrounding area to address the issue of runway capacity and deliver without delay the increased capacity that London’s business needs to grow.</p>
Part 1: Accommodating Growth	
Competing and Interrelated Land Use	The City Corporation recognises the pressures placed on London by its growing population, and welcomes the Mayor’s acknowledgement that, alongside addressing the implications of population growth, it is crucial to sustain and promote economic growth in London. Measures to ensure continued economic and employment growth, particularly in the Central Activities Zone, are essential to retain

City of London Corporation's Comments on the Mayor of London's Statement of Ambition 'A City for All Londoners' (October 2016)	
A City for All Londoners	City of London Corporation Comments
	London's role as a World City and to continue to generate the funds and investment needed to tackle the City's housing, transport, environmental and other challenges.
Employment land in central London	<p>The City Corporation welcomes the Mayor's confirmation that it is vital to continue to promote economic growth in London. The City also welcomes the Mayor's confirmation of the important role played by the City of London and other parts of the CAZ in delivering this growth and the Mayor's view that these areas will remain the primary place of work for many people. The City Corporation welcomes the Mayor's strong commitment to protect and sustain the important job-creating role of areas of strategic national and international importance, including the City, and his commitment to resist the loss of offices to housing. The Mayor also recognises the critical role that transport plays in maintaining the central London economy and the support for further improvement is particularly welcomed.</p> <p>The Mayor's positive and welcoming statements on the economic role of the CAZ are critical in ensuring that this area can continue to attract world class business and jobs and make a vital contribution to the London and UK economies.</p>
Employment land across the City	The City Corporation also supports the Mayor's ambition to spread the economic benefits of economic growth to all parts of London, facilitated by further transport investment in public transport (including Crossrail 2), cycling and further river crossings. This does need to recognise, however, the wider benefits that accrue to London and the UK as a whole from the agglomeration of financial and business services, in particular, within the Central Activities Zone and which also facilitates the more sustainable use of public transport as a means of commuting to work.
Housing and mixed-use land	The City Corporation supports the principle of an intensification of development around well-connected transport nodes as a means of increasing housing supply across London. However, this needs to be concentrated in areas which form the origin of trips, such as around public transport nodes in outer London, rather than around destination areas, such as the City of London. Whilst the City has very good public transport accessibility, the priority to sustain and improve economic growth in central areas suggests that a better use of land in areas like the City would be higher density employment generating development, rather than higher density residential development.
Green Growth	The City Corporation welcomes the Mayor's emphasis on the need for London to remain green and healthy and the particular emphasis on air quality. The City Corporation is actively progressing initiatives to address air quality concerns, including the designation of a Low Emission Neighbourhood near the Barbican.

City of London Corporation’s Comments on the Mayor of London’s Statement of Ambition ‘A City for All Londoners’ (October 2016)	
A City for All Londoners	City of London Corporation Comments
	<p>The City Corporation owns and manages nearly 4,500 hectares of historic and natural open space for public recreation and health across London and the south east, including Hampstead Heath and Epping Forest. The City Corporation therefore has a major role to play in ensuring that London can remain a green city.</p> <p>The City Corporation looks forward to working closely with the Mayor on the development and implementation of his strategies and plans for improved air quality and open space in London.</p>
Cultural capital	<p>The City Corporation welcomes the Mayor’s emphasis on culture and the need to grow London’s cultural offer for both Londoners and visitors. The City Corporation is developing an enhanced cultural quarter around the Barbican and Smithfield, associated with the Museum of London’s proposed move to Smithfield. This major initiative will expand the cultural offer of the Barbican Strategic Cultural Area identified in the current London Plan and will need to be reflected in both the London Plan and the Mayor’s proposed cultural infrastructure plan.</p>
Changing the way we travel	<p>The Mayor’s commitment to take action to address London’s transport problems, increasing capacity, reducing emissions and delivering a more efficient and effective transport network, is strongly supported. The Mayor intends to introduce innovative measures, including considering consolidation of freight, timed servicing of buildings and using road space at different times for different uses. The City Corporation is actively looking at measures to enable the efficient servicing of buildings within the Square Mile, reducing congestion and conflict between road users and addressing air quality impacts, and looks forward to working with the Mayor as he develops his Transport Strategy and drafts policy in the London Plan.</p>
Part 2: Housing	
Affordable Housing and increasing housing supply	<p>The City Corporation supports the Mayor’s emphasis on delivering new housing which is affordable to all Londoners. The lack of affordable housing has been identified by City businesses as a key risk to future economic growth and is an issue that needs to be addressed urgently. The City Corporation is looking to make a contribution to wider London needs, by developing up to 700 new affordable residential units on City Corporation owned housing estates across London, and by making land available for up to 3,000 additional market homes on City Corporation owned land outside of the Square Mile.</p> <p>Whilst supportive of the Mayor’s aims to deliver affordable housing, it is important that housing delivery should be flexible enough to address local housing need and be informed by borough or strategic housing market assessments, rather than having to conform to top-down inflexible targets.</p>

City of London Corporation’s Comments on the Mayor of London’s Statement of Ambition ‘A City for All Londoners’ (October 2016)	
A City for All Londoners	City of London Corporation Comments
Housing in a global city	The City Corporation notes the Mayor’s intention to develop appropriate policy responses to the issue of foreign ownership of housing. As a major global centre of financial and business services, the City Corporation has an interest in how planning and housing policy should address both the needs of Londoners and firms recruiting from a global market, and looks forward to working with the Mayor as he develops policy in this field.
Part 3: Economy	
Planning for business	The City Corporation strongly supports and welcomes the Mayor’s commitment to retaining London’s role as an international business centre and the need to plan for effective transport and affordable housing to meets the needs of London’s growing workforce. This approach should reinforce the wider economic and sustainability benefits to London and the UK as a whole which accrue from an agglomeration of commercial activity within the Central Activities Zone. Retention of this important central London role will require further investment in transport and utilities provision, in particular, to ensure that the CAZ can remain an attractive location for international investment.
Infrastructure	<p>The City of London supports the Mayor’s proposals for increased investment in public transport, including the commitment to Crossrail 2, Bakerloo Line Extension and HS2. Although these lines will not pass directly through the City, they will contribute to an increase in London-wide public transport capacity and network resilience which will enhance London’s wider attractiveness as a place in which to do business. The City Corporation notes the Mayor’s support for further runway capacity at Gatwick rather than Heathrow and also notes the Government’s preference for expansion at Heathrow. The City Corporation considers that further capacity is needed without delay to support London’s economy and demonstrate that it is globally competitive and forward looking. The City Corporation urges the Mayor to work with all airports and operators in London and the surrounding area to address the issue of runway capacity and deliver without delay the increased capacity that London’s business needs to continue to grow.</p> <p>The City Corporation strongly supports the Mayor’s emphasis on improving digital connectivity in London. The City Corporation is actively working with the GLA and others to improve access to affordable and high speed broadband for all companies across London. This is critical to enable London to compete in a global market and the City Corporation looks forward to continued joint working with the Mayor on this issue.</p>
Children and young people	The Mayor has set out his ambitions to provide access to high quality education for London’s young people. As a sponsor of academies in several inner London boroughs, the City Corporation shares this

City of London Corporation's Comments on the Mayor of London's Statement of Ambition 'A City for All Londoners' (October 2016)	
A City for All Londoners	City of London Corporation Comments
	ambition. To help achieve this there needs to be a co-ordinated planning approach to the delivery of housing growth and service provision, ensuring that the necessary education, health and social and community facilities are provided to meet the needs of an increased number of households.
Economic opportunity across London	The Mayor refers to his intention to spread tourism across London and increase hotel provision in Opportunity Areas and town centres in outer London. Whilst supporting this aim, the City Corporation would like to work closely with the Mayor to better understand the demand for hotel accommodation in central London and how this demand will be taken forward in the London Plan.
Part 4: Environment, Transport and Public Space	
A healthy, resilient, fair and green city – air quality	<p>The City Corporation supports measures to address poor air quality in London, including addressing the contribution from road transport. The City Corporation itself is actively seeking to address air quality issues in the City and has received Mayoral funding for a Low Emission Neighbourhood centred on the Barbican and is keen to continue joint working with the Mayor to address poor air quality issues.</p> <p>The Mayor sets out his aim that all new buildings should be air quality positive, i.e. make a positive contribution to reducing emissions and improving air quality. The City Corporation supports this aim and looks forward to continued joint working with the Mayor as his policies develop.</p>
A resource efficient city – zero carbon by 2050	The City Corporation supports the Mayor's ambition for London to become a zero carbon city by 2050. The Mayor refers to ensuring that new homes built in London should be zero carbon and a range of measures and initiatives to address this. However, there is no reference to the need to achieve zero carbon commercial buildings, or zero carbon transport. These are critical factors in moving towards the overall aim of a zero carbon city and will need to be addressed in the London Plan and the Transport Strategy.
Cycling and walking	The City Corporation supports in principle the ambition to increase cycling as a means of transport and to pay more attention to the role of walking. In promoting cycling measures, the Mayor needs to consider the implications for in-building cycle parking provision, but also the impact of reallocating road space from motorised vehicles to cycles. To achieve an increase in cycling trips whilst not causing greater levels of congestion for motorised vehicles, it is critical that the Transport Strategy and London Plan take an integrated approach to transport looking at all modes and the implications of encouraging modal shift.
Sport and Recreation	The document does not address the provision of sport and recreation facilities for Londoners. The

City of London Corporation's Comments on the Mayor of London's Statement of Ambition 'A City for All Londoners' (October 2016)	
A City for All Londoners	City of London Corporation Comments
	potential for sport and recreation to improve the health and quality of life for Londoners, particularly children, needs to be addressed within the London Plan and the Mayor's other strategies. There is mention of Green Growth and the role of green roofs in mitigating climate change, there should also be recognition of the potential for roof space to contribute towards meeting sport, recreation and leisure needs.
Public space	The City Corporation supports the Mayor's aims for an accessible network of open spaces, but there is no explicit reference to the London Green Grid initiative, or to the role that pocket parks can play in higher density inner urban areas. This section also does not address the benefits to biodiversity and public health that come from creating and maintaining open spaces in London. There is also no reference to the role of open spaces in addressing climate change or providing for sustainable drainage.
Higher density	The Mayor outlines his view on the role of tall buildings and the need for such buildings to make a positive contribution to the streetscape and skyline and to take account of the ground level effects. The City Corporation would like to see the London Plan also recognise the benefits of clustering tall buildings as well as addressing the impact of tall buildings on protected views and heritage assets.
Heritage	In promoting London's heritage and protecting and enhancing London's heritage assets, the London Plan should address the important role that heritage can play in making London an attractive location for new investment. The juxtaposition of modern commercial buildings and heritage assets is one of London's unique selling points compared to other world cities and this should be considered within the context of the London Plan's heritage policies.
Other issues	<p>Whilst accepting that this document cannot cover fully all elements of planning or other key areas of Mayoral policy, the City Corporation considers that it should address the significance to London policy of the River Thames, as an open space and a transport route, as well as its contribution to biodiversity and to flood risk. Similarly, the diverse roles of other watercourses in London need to be considered.</p> <p>Likewise there appears to be no reference to dealing with London's waste. This will be a key strategic issue for the new London Plan, given the growth pressures outlined in the document combined with the fact that a number of London's existing waste processing facilities are located in Opportunity Areas where there are significant pressures for residential redevelopment.</p> <p>There appears to be no reference to Sustainable Drainage measures and their role in reducing runoff, the potential for sewer surcharge and the reduction in flood risk. SuDS also bring potential opportunities to</p>

City of London Corporation’s Comments on the Mayor of London’s Statement of Ambition ‘A City for All Londoners’ (October 2016)	
A City for All Londoners	City of London Corporation Comments
	create new open and green spaces that have not been addressed.
Part 5: A City for All Londoners	
	<p>The City Corporation supports the overall aim for London to be an inclusive City, addressing the needs of the different groups in our society and effectively tackling crime and anti-social behaviour. The City Corporation also supports the Mayor’s intention to improve the health of Londoners and for health considerations to run through all his policies.</p> <p>The consideration of safety seems to focus on the Mayor’s forthcoming police and crime plan but does not deal directly with the broader relationship between planning policy and transport policy and security, and the mechanisms that could be put in place within London’s crowded places.</p>

Committee(s)	Date(s):
Port Health and Environmental Services Planning and Transportation	22 November 2016 13 December 2016
Subject: Consultation on the City of London Corporation's Air Quality Supplementary Planning Document	Public
Report of: Director of Markets and Consumer Protection	For Decision
Report Author: Kelly Wilson, Technical Officer – Air Quality Team	

Summary

This report presents the draft City of London Corporation Air Quality Supplementary Planning Document (SPD) for public consultation. The document is attached in Appendix 1.

The SPD provides guidance for developers on the implementation of air quality policies in the City Corporation's Local Plan 2015. With reference to the SPD, developers can minimise the negative impact of developments on local air quality and therefore on the health of residents, workers and visitors in the Square Mile. The SPD also supports the City Corporation's statutory obligations to assist the Government in meeting air quality Limit Values for nitrogen dioxide and fine particles, together with responsibilities for improving public health.

This is the City Corporation's first SPD for air quality and it has been written with reference to Greater London Authority (GLA) guidance. The draft SPD has been subject to officer consultation within the Departments of Built Environment, Open Spaces, City Surveyor's and Children and Community Services. Comments have also been received from the Port Health and Environmental Services Committee on the 22nd November and incorporated into this report.

Recommendation(s)

Members are asked to approve the draft SPD for an eight week public consultation period commencing in January 2017, subject to comments received from your Committee.

Main Report

Background

1. The City Corporation has a statutory obligation to improve air quality and to minimise the impact of air pollution on the health of residents and workers. The City Corporation's Air Quality Strategy 2015-2020 details action that will be taken to fulfil this obligation. It contains 60 actions that are divided into ten policy areas. Policy 6 contains actions to: 'Reduce emissions from new developments'. The production of the SPD is a key action within this policy area.

Supplementary Planning Document for Air Quality

2. Although air pollution in London is generally associated with road traffic, it is estimated that 38% of nitrogen oxide emissions in the City come from combustion plant, which also contribute to particulate levels. New and refurbished developments can therefore reduce their impact on air quality emissions through the choice of combustion plant and the amount of energy the development requires.
3. The SPD provides guidance for developers so they can minimise the production of pollution through appropriate design, construction site management and low emission technology. In addition, the SPD recommends that exposure to pollution can be reduced through appropriate design.
4. Major developments must be at least 'Air Quality Neutral', so the SPD provides guidance for developers in relation to calculating their building and transport emissions, so they can be compared to air quality neutral 'benchmarks' produced by the GLA. The SPD also details the City Corporation's requirements for Air Quality Impact Assessments.
5. The draft SPD has been created based on GLA suggested content and following consultation with officers in the following departments:
 - Department of Built Environment
 - Department of Children and Community Services
 - Open Spaces Department
 - City Surveyor's Department
6. A Strategic Environmental Assessment of the draft SPD has been undertaken (a copy is available upon request from the Town Clerk's Department). The report concludes that the 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.
7. An Equalities Impact Assessment has also been undertaken (a copy is available upon request from the Town Clerk's Department). There is no negative impact. The SPD will have a positive impact for the elderly, very young and those that are pregnant. In addition, those living with disability such as those whose lives are affected by asthma or other respiratory conditions will be positively affected.

Proposals

8. It is proposed that, subject to comments received at the Planning and Transportation Committee meeting, that the attached draft SPD is published for public consultation over an eight week period. A further report will be presented to the Port Heath and Environmental Services Committee and Planning and Transportation Committee to consider comments received.

Corporate & Strategic Implications

9. The work on air quality sits within key policy priority 3 of the Corporate Plan: 'Engaging with London and national government on key issues of concern to

our communities....' Working with the Mayor of London on air quality is specifically mentioned as an example.

10. The draft SPD provides further guidance on the implementation of the policies in the City of London Local Plan 2015. It fully accords with the policy requirements in the Local Plan and is complementary to other SPDs adopted by the City Corporation.

Conclusion

11. The City Corporation has produced an SPD for Air Quality designed to reduce a development's negative impact on air quality and on the health of City residents, workers and visitors. It provides guidance on the implementation of the City Corporation's adopted planning policies for improving air quality in the City.
12. Members are asked to approve the draft SPD for public consultation. Subject to comments received from the Planning and Transportation Committee, the draft SPD will be published in January 2017 for an eight week consultation period.

Appendices

1. City of London Corporation Air Quality Supplementary Planning Document

Background Papers

[City of London Corporation Air Quality Strategy 2015-2020](#)

[City of London Local Plan 2015](#)

Kelly Wilson

Department of Markets and Consumer Protection

T: 020 7332 3619

E: kelly.wilson@cityoflondon.gov.uk

This page is intentionally left blank

CITY OF LONDON

Air Quality Supplementary Planning Document



This document has been prepared by the Air Quality Team of
the City of London Corporation Department of
Markets and Consumer Protection.

The team can be contacted on 020 7606 3030 or by email:
cityair@cityoflondon.gov.uk

**City of London Air Quality
Supplementary Planning Document**

Contents

1	Introduction	4
2	Development and Building Design.....	9
3	Heating and Energy Supply	13
4	Reducing Dust and Air Quality Impacts during Construction.....	17
5	Assessing Air Quality Impacts in the City of London	19
6	Planning Conditions and Section 106 Obligations in the City of London.....	24
	Appendix A: Air Quality Planning Checklist	26
	Appendix B: Research, Good Practice and Guidance	27
	Appendix C: Supporting Strategies and SPD's.....	28
	Appendix D: Local Plan Policies	31
	Appendix E: Background to Air Quality Policy	38
	Appendix F: Glossary	41
	Appendix G: Abbreviations	43
	Appendix H: Further Information	44

1 Introduction

1.1 Background

1.1.1 This Supplementary Planning Document (SPD) sets out the City Corporation's requirements for reducing air pollution from new and refurbished developments within the Square Mile. Together with other City Corporation SPD's, it provides detailed guidance on policies within the City Corporation's Local Plan and the Mayor of London's London Plan.

1.1.2 This is the City Corporation's first SPD for Air Quality which has been written with reference to GLA Guidance and supports actions in the City Corporation's Air Quality Strategy.

1.2 City of London Planning Framework

1.2.1 The London Plan and the City Corporation's Local Plan together form the statutory planning framework used to determine applications for planning permission.

1.2.2 The Local Plan was adopted in 2015. It is comprised of 22 Core Strategic Policies (CS) and, where applicable, supporting Development Management Polices (DM). The main air quality policy is DM 15.6 and forms part of CS15: Sustainable Development and Climate Change (see Appendix D for this and supporting policies). The Local Plan is currently being reviewed to provide guidance up to 2036 and an updated version will be available in 2019.

1.3 Relationship of this SPD to Policy

1.3.1 Appendix E sets out the SPD's relationship to the national, regional and local policy and guidance affecting air quality in the City of London, as well as its relationship to the City of London Air Quality Action Plan (AQAP). The AQAP is incorporated in the City Corporation's Air Quality Strategy 2015-2020, which is summarised in Appendix C, together with other relevant City Corporation Strategies.

1.4 Overarching Aim of this SPD

1.4.1 The overall aim of this document is to provide further guidance on the City Corporation's Local Plan in relation to minimising the impact of developments on air quality in the Square Mile.

1.5 Objectives and SPD format overview

- 1.5.1 Although not the objective of this SPD, this SPD highlights the importance of air quality as a material planning consideration and to ensure that all possible measures to reduce the impact of developments on air quality are considered and, where possible, adopted in a consistent way within the City of London.
- 1.5.2 The objectives of this SPD on air quality are:
- (a) to highlight the existing policy framework in London and the City of London (see [Appendix E](#))
 - (b) to provide guidance on measures that can be implemented to mitigate the potentially harmful impacts of new and upgraded developments on air quality in the City of London through:
 - Development and Building Design (including sustainable travel) (see [section 2](#))
 - Heating and Energy Supply (see [section 3](#))
 - Deconstruction and construction (including sustainable travel) (see [section 4](#))
 - (c) to provide guidance on the requirements of air quality impact assessments and the circumstances under which these will be required (see [section 5](#)) and
 - (d) to provide guidance on the use of CIL, planning conditions and Section 106 obligations to improve air quality (see [section 6](#))

1.6 Compliance with this SPD and Air Quality Condition(s)

- 1.6.1 To ensure all air quality factors have been considered, planning applications will be assessed in accordance with the checklist in [Appendix A](#). It is understood that not all relevant information may be available at the time of application. Planning consent may therefore be granted subject to a planning condition which requires the developer to provide a 'pre-occupation' Air Quality Report signposting and demonstrating compliance with this SPD. The Air Quality Report may take the form of a summary statement which references other documents. [Appendix B](#) will provide best practice examples as they become available.

1.7 Changes in technology and opinion

- 1.7.1 In order to reflect changing technology and opinion, [Appendix B](#) provides links to the City of London webpages which contain advances in technology, guidance and case studies which are considered best practice. These pages will be updated to reflect efforts to improve air quality. Updated best practice guidance will not be applied retrospectively once planning permission has been granted. Notwithstanding this, as changes to guidance will be to improve air quality, the developer is requested to have due regard to the new content where possible.

1.8 Overview of considerations and requirements

1.8.1 Figure 1 overleaf summarises the considerations which address the air quality requirements of this SPD and includes reference to the relevant section. It also shows whether the information should be provided at application stage and/or pre-occupation stage. Overall the measures:

- **Minimise the production of pollution** through design, construction site management and low NO_x technology. Low NO_x technology is considered to be technology where NO_x emissions are less than 40mg/kWh (dry gas and 0% O₂). The City Corporation is aware of developments where ultra-low NO_x appliances (less than 15mg/kWh NO_x emissions) have been installed. The use of ultra-low NO_x technology is therefore actively encouraged.
- **Reduce exposure** through appropriate building and open space location and design as well as the appropriate location of combustion emission points.

Figure 1: Summary of SPD Requirements and Planning Submission Stage

	Planning Application Requirements	Pre Occupation Air Quality Report
<u>Section 2: Sustainable Development and Building Design</u>		
<p>Reduce Emissions:</p> <ul style="list-style-type: none"> ✓ Reduce energy consumption through building design ✓ Provide for remaining energy needs through low emission technologies ✓ Provide for sustainable travel <p style="text-align: right;">See section: 2.2</p>	<p>Incorporate into design. Provide Delivery and Service Plans (DSP), transport assessments and travel plans as required. See energy and heating requirements below.</p>	<p>Include a brief statement with regard to how the building design and sustainable travel measures reduce emissions and therefore minimises impact on air quality.</p>
<p>Reduce Exposure Through Design:</p> <ul style="list-style-type: none"> ✓ Ventilation inlets: <ul style="list-style-type: none"> – away from sources of pollution e.g. opening windows at height and away from plant – consider installation of filtration ✓ Private and communal outdoor space positioned away from sources of pollution ✓ Well-designed public realm providing access to areas away from pollution ✓ Greening to trap fine particulates ✓ Combustion exhausts away from receptors <p style="text-align: right;">See section: 2.3</p>	<p>Incorporate into design.</p> <p>Where the <u>Clean Air Act</u> applies, include a plan showing combustion emission points relative to general access areas e.g. roof terraces.</p>	<p>Where the Clean Air Act applies, include an 'as installed plan' showing combustion emission points relative to general access areas e.g. roof terraces.</p>
<u>Section 3: Heating and energy supply</u>		
<p>Energy Hierarchy:</p> <ul style="list-style-type: none"> ✓ Energy efficient buildings to reduce the heating and power demands with low and zero emission for remaining needs ✓ Compliance with Energy Hierarchy <p style="text-align: right;">See section: 3.2</p>	<p>Demonstrate a commitment within the planning application to:</p> <ul style="list-style-type: none"> • install low NO_x technology. • submit a commissioning report demonstrating compliance with Mayor's emission limits. 	<p>Submit details and use of combustion plant installed, including:</p> <ul style="list-style-type: none"> • low /ultra-Low NO_x technology • latest Euro standard generators
<p>Combustion plant:</p> <ul style="list-style-type: none"> ✓ Install low/ultra-low NO_x boilers ✓ biomass plant discouraged ✓ Meet CHP and biomass NO_x and PM emission standards ✓ Minimise use of generators and newest Euro standard only <p style="text-align: right;">See sections 3.3 / 3.4 / 3.5</p>		<p>Submit commissioning reports demonstrating compliance with SDC SPG and plans to maintain compliance.</p>

<p>Combustion Flues:</p> <ul style="list-style-type: none"> ✓ at least 1m above roof level ✓ 3m above general access areas / amenity space (where the Clean Air Act applies) <p style="text-align: right;">See section 3.6</p>	<p>Incorporated into design.</p> <p>Where Clean Air Act applies, submit plans showing emission points.</p>	<p>Clean Air Act application to be submitted (where applicable).</p>
Section 4: Reducing Air Quality impacts during construction / deconstruction impacts		
<p>Scheme of Protective Works detailing:</p> <ul style="list-style-type: none"> ✓ Dust Control measures to be adopted ✓ Details of continuous monitoring and trigger levels ✓ NRMM compliance commitment ✓ Commitment to sourcing an alternate power source to diesel generators ✓ No engine idling policy <p style="text-align: right;">See section 4.4</p>	<p>Where Air Quality Impact Assessment submitted at application stage include sensitive receptors and methods to minimise air quality impact.</p>	<p>Submit Scheme of Protective works in accordance with the latest version of the City Corporation's <u>Code or Practice for Deconstruction and Construction</u> prior to commencement of works.</p>
Section 5 Air Quality Impact Assessments		
<p>Air Quality Neutral Assessment required when the floor space is 1,000m² or more or 10 or more residential dwellings:</p> <ul style="list-style-type: none"> ✓ Building emissions ✓ Transport emissions <p style="text-align: right;">See section 5.2</p>	<p>Submit relevant assessments with planning application</p>	<p>Demonstrate compliance with Air Quality Neutral Assessment (as installed). Where not air quality neutral, include details of Local Planning Authority approved mitigation adopted.</p>
<p>Air Quality Impact Assessment for major developments when it:</p> <ul style="list-style-type: none"> ✓ is within 50m of sensitive use ✓ creates a significant change in traffic (see explanation) ✓ exposes sensitive or a high number of people to air pollution (schools hospitals and >75 residential properties) ✓ creates exposure for long periods of the day (e.g. adjacent to busy roads) ✓ requires an EIA ✓ involves the Environmental Permitting Regulations <p style="text-align: right;">See Section 5.3</p>		
<p>Detailed Air Quality Impact Assessment:</p> <ul style="list-style-type: none"> ✓ Biomass proposed or <50kWth input CHP not meeting the NOx emission standard <p style="text-align: right;">See section 5.3</p>		

2 Development and Building Design

Overall Objective: to ensure:

a) that the development design minimises the generation of pollution by being energy efficient, reducing emissions associated with the operation of the building and facilitating a reduction in vehicle movements and

b) reducing exposure by maximising the distance between users and sources of pollution (such as flues and busy roads).

To fulfil the requirements of Local Plan Policy CS15.4(i), 15.6 (2), (3) & (6) and London Plan Policies 5.3 and 7.14

2.1 Background

2.1.1 The design and layout of the development and building will have an impact on the amount and location of pollution it produces. Suitable design can also reduce the exposure of occupants to existing poor air quality. The City Corporation therefore requires that the design principles described below and detailed in the Mayor's Sustainable Design and Construction SPG (SDC) are incorporated into the design and are available for discussion at the pre-application stage and presented within planning applications.



2.2 Reducing Emissions through Building Design

2.2.1 **Energy Efficiency and Low Emission Technology:** Appropriate building design reduces energy use and therefore the development's air quality footprint. The sustainable design principles of energy efficient design, retro-fitting measures, pollution control and urban greening, in accordance with London and Local Plan policies achieve this. See City of London sustainable design case studies within Appendix B. The remaining energy demand must be supplied through the use of technologies which do not add to emissions of particulates or nitrogen dioxide (ultra-low/low NOx technology). See Section 3 for further guidance on this.

2.2.2 **Sustainable Travel:** Emissions from road traffic are the dominant source of elevated pollutant concentrations in London. The planning process is just one way in which the City Corporation seeks to improve air quality through sustainable travel.

2.2.3 The Local Plan Core Strategic Policy CS16 (4) V requires developers to demonstrate how the environmental impacts (together with road danger and servicing) will be minimised by submitting the following as part of the planning application process (where applicable):

- delivery / servicing plans (DSP)
- construction logistic plans (CLP)
- transport assessments
- travel plans

2.2.4 The City Corporation promotes infrastructure for modes of transport with low impacts on air quality through the Local Plan and the development management process, which incorporates:

- car free design
- provision of cycling facilities such as secure cycle storage; and
- provision of infrastructure for low emission vehicles such as electric vehicle recharging points (per parking bay), including rapid chargers.

2.3 Reducing Exposure through Development and Building Design

2.3.1 The annual level of nitrogen dioxide (NO₂) exceeds the air quality objective of **40µgm³** across much of the City. The whole of the City of London is therefore an Air Quality Management Area and development and building design should ensure that exposure to higher levels of pollution are mitigated against.

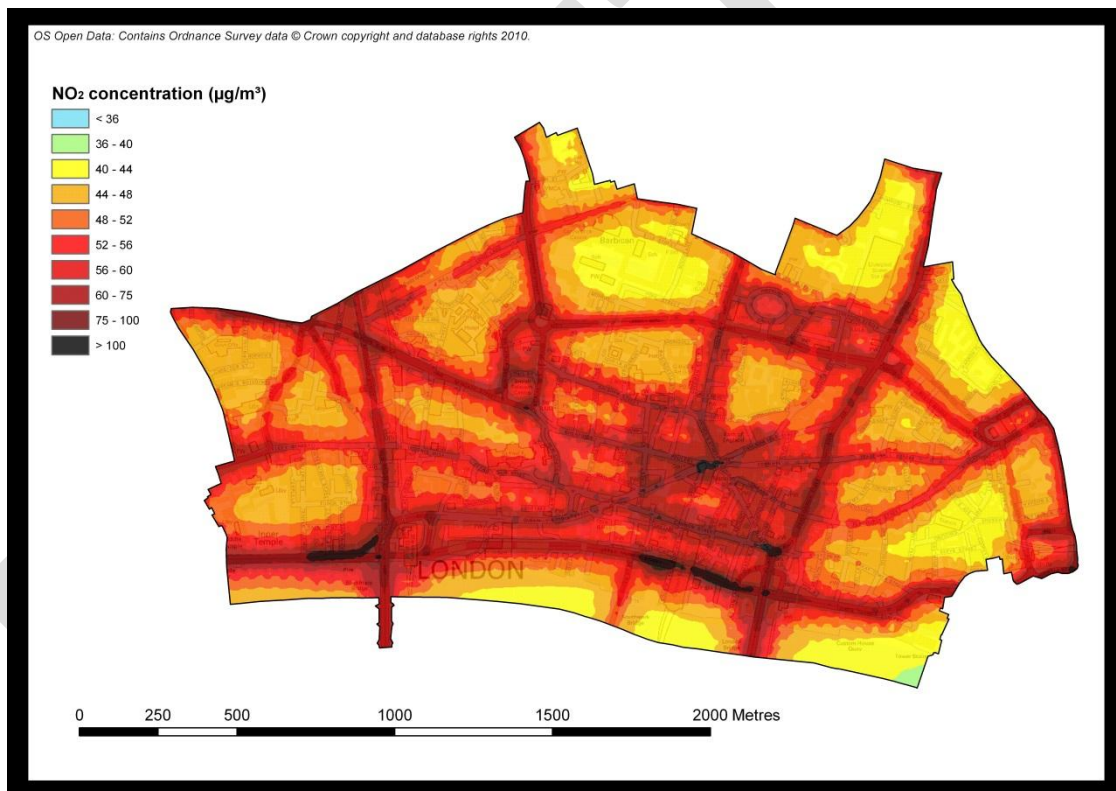


Figure 2: Modelled NO₂ levels for 2015

2.3.2 Figure 2 demonstrates that the main source of air pollution in the City is road vehicles and concentrations of pollution are highest adjacent to busy roads, such as Upper Thames Street. Nitrogen dioxide levels decrease with increasing distance from the edge of the road and with height. Background levels of nitrogen dioxide are improving. Please contact the Air Quality Team for the latest concentration information via cityair@cityoflondon.gov.uk

2.3.3 Suitable development and building design can further increase distances between sources of air pollution and human receptors thereby reducing the pollution exposure of building occupants and outside space users. This is

particularly relevant where developments include sensitive uses such as medical centres, hospitals, residential units, schools and children's playgrounds. Reducing exposure through development and building design can be achieved through appropriate:

- building ventilation
- outdoor private and communal space
- public realm design
- green roofs, walls and planting

2.3.4 **Building Ventilation:** The City Corporation requires the impact of outdoor air pollution on indoor air quality in new developments be taken into account at the earliest stages of building design. This includes ensuring:

- ventilation inlets and the location of opening windows are on higher floors away from sources of air pollution at the ground level, but also away from stationary sources such as combustion plant (see [section 3.6](#))
- air conditioning systems can be fitted with filters which filter particulates and NO₂; the appropriate standard filter should be maintained following installation. See case study links in in [Appendix B](#).

2.3.5 **Outdoor Private and Communal Space:** Roof gardens and terraces are a common feature in City developments. The location of outdoor space in relation to sources of air pollution (for example busy roads and boiler flues) is an important consideration. Exposure should be minimised through appropriate positioning and orientation of the space away from busy roads and combustion sources, where this also meets the requirements of the Local Plan to protect the amenity of neighbouring building occupiers.

2.3.6 **Public Realm:** Where public realm forms part of the development this provides an opportunity to encourage low pollution areas where people can spend time away from busy roads. The development should therefore incorporate design (where possible) that provides low pollution routes through the development, so that these routes are taken instead of along busy roads. The Public Realm should ensure that recreational, seating and exercise areas are away from or screened from sources of pollution, for example by greening. Further details can be found in guidelines 9.1 and 14.2 of the [Public Realm SPD](#), and are presented in [Appendix C](#)

2.3.7 **Green Roofs, Walls and Planting:** As well as increasing biodiversity, plants can play a role in trapping fine particles (PM₁₀ and PM_{2.5}) found in the air we breathe. [Research by Imperial College London](#) has indicated that plants with small leaves (which disrupt the flow of air) and fine hairs on their surface work best; however, leaves which cover a large surface or are grooved also provide surfaces upon which particles can be trapped. The Imperial College London report provides guidance on the types of plants which may be beneficial. To help improve air quality, developers are encouraged to source trees and plants which have these characteristics to include in open spaces, and on green walls and roofs. The selection of species should also have

regard to future climate conditions and reference needs to be made to the City of London Tree Strategy SPD. See Appendix B for links to additional guidance and green roofs and walls case studies.

- 2.3.8 **Combustion Exhaust:** Care should be taken to locate flues and exhaust vents away from recreational areas such as open spaces, roof terraces or gardens. Consideration also needs to be given to emission points associated with neighbouring roofs. See section 3.6 for a consideration of flue and exhaust position.

DRAFT

3 Heating and Energy Supply

Overall Objective: *to minimise the use and emissions from combustion plant within the building.*

To fulfil the requirements of Local Plan Policy 15.6 (2), (3), (4) &(6) and London Plan Policies 5.3 and 7.14

3.1 Background

3.1.1 The sustainable design principles require that developments make the fullest contribution to the mitigation of, and adaptation to, climate change and minimise emissions of carbon dioxide. The adoption of technologies to generate heat and energy from efficient and/or renewable sources, such as solar water heating, district heating, ground source and/or photovoltaic panels in major developments can minimise air pollution emissions. This is due to the technologies either not requiring combustion or, in the case of district heating, being more efficient at heating than individual boilers.

3.2 Energy Hierarchy

3.2.1 In accordance with the City Corporation's Local Plan:

- Buildings should be designed to be energy efficient to reduce the need and size of heating plant which overall minimises the buildings air quality footprint.
- Where required, energy should be provided through low and zero emission technology
- With regard to Policy 5.6 of the London Plan, decentralised energy in development proposals:
 - a** should evaluate the feasibility of Combined Heat and Power (CHP) systems, and where a new CHP system is appropriate also examine opportunities to extend the system beyond the site boundary to adjacent sites.
 - b** should select energy systems in major developments in accordance with the following hierarchy:
 - connection to existing heating or cooling networks;
 - site wide CHP network;
 - communal heating and cooling;
 - c** should consider potential opportunities to meet the first priority in this hierarchy as outlined in the London Heat Map tool. Where future network opportunities are identified, proposals should be designed to connect to these networks.

3.2.3 See [section 3.4](#) for information relating to biomass and CHP selection and emissions.

3.3 Boilers

- 3.3.1 Wherever possible operators should design the building so that there is no need for combustion plant. If gas boilers are installed in developments they must be low NO_x boilers¹, this includes where the installation is part of a refurbishment. The City Corporation would prefer that the lowest possible NO_x emission technology is sourced and installed. As a MINIMUM, the dry NO_x level must be less than 40mg/kWh. The City Corporation is aware of developments where ultra-low NO_x appliances (less than 15mg/kWh NO_x emissions) have been installed. The use of ultra-low NO_x technology is therefore actively encouraged.
- 3.3.2 It should be noted that Maximum BREEAM credits can be gained for low NO_x technology.

3.4 Biomass and CHP

- 3.4.1 When sited and specified appropriately in accordance with the energy demands of the building, CHP systems and biomass boilers can have benefits in terms of carbon emissions. However, they usually give rise to significantly higher emissions of NO_x and/or PM₁₀ emissions than regular gas boilers, and developers should ensure that the emission standards set in the Mayor's SDC SPG are not exceeded¹. The SDC SPG does not currently provide guidance where plant is <50kWth input. The City would expect all plant to meet a NO_x emission limit of <50mgNm³ at 5% O₂ (dry gas).
- 3.4.2 When considering how to achieve, or work towards the achievement of, the renewable energy targets, the City Corporation would prefer developers not to consider installing a biomass burner due to the City's status as an Air Quality Management Area for fine particles and nitrogen dioxide. Research indicates that the widespread use of these appliances has the potential to increase particulate levels in London to an unacceptable level.
- 3.4.3 As the CHP kWth input requirement increases, opportunities to achieve the required low NO_x technology are more complex, for example the need for single catalytic reduction (SCR), which has a similar space requirement to the CHP and has on-going costs. Where the CHP requirement would require the use of SCR to meet the NO_x emission standard, opportunities should be investigated to install smaller units with NO_x abatement to meet the demand.
- 3.4.4 Where CHP <50kWth input (i.e. those not covered by the SDC SPG NO_x emission limit) or biomass are proposed, plant emissions must be evaluated as part of a Detailed Air Quality Impact Assessment (see [Section 5](#)) and where permitted, the appliance will be required to meet high standards of air pollution control, with particular emphasis on:

¹ Following the publication of the government's Housing Standards Review in March 2015, the requirement for low NO_x boilers and the on-site energy generation limits referenced cannot be required for developments that are only residential. However, the Mayor of London and national government have obligations regarding compliance with the EU limits for ambient concentrations. In order to address those obligations, in particular with respect to NO₂, developers are strongly encouraged to implement this guidance.

- boiler design and operation;
 - pollution abatement equipment;
 - the servicing and maintenance regime;
 - fuel quality, storage and delivery; and
 - exhaust stack height, to reduce the risk of increasing exposure.
- 3.4.5 Prior to CHP or biomass plant coming into operation the following details must be submitted to and approved in writing by the Local Planning Authority:
- The results of an emissions test demonstrating compliance with the emission and efflux velocity requirements of the SDC SPG.
 - An equipment maintenance schedule demonstrating that the emission standard would always be met.

3.5 Generators

- 3.5.1 Diesel generators have high emissions of NO_x and PM₁₀ and their use in the City is discouraged due to their negative impact on air quality. Where a secondary electrical power supply cannot be assured, where possible, alternate technology generators should be sourced for the building (e.g. gas fired or battery backup). For construction sites, a temporary building supply should be secured prior to the commencement of works in order to avoid the use of diesel generators on site (in line with Policy DM2.1.2).
- 3.5.2 Where permanent standby diesel generators are installed, they should be the newest Euro standard available and where possible, their use should be limited to life saving and emergency situations and testing only. Where generators are supplied for business continuity, abatement to reduce emissions should be investigated. The type, siting and use of the generator should be carefully considered at the planning stage in relation to up to date guidance (see [Appendix B](#)).
- 3.5.3 Due to the air quality impact of generators and their potential to cause a statutory nuisance, the use of generators to supply the national grid at times of supply restriction and limitation is discouraged.
- 3.5.4 Generator hierarchy overview:
- Source a secondary supply
 - Alternate technology e.g. battery reserve / gas generators
 - Diesel fuelled generators (newest Euro standard only)
 - Life-saving and testing only
 - Business continuity with abatement

3.6 Combustion Flues and efflux velocity

- 3.6.1 A consideration of combustion flue location and emission discharge velocity is required at the planning stage to ensure appropriate provision has been made. All combustion plant (boilers, generators, CHP etc.) must terminate as a minimum at least 1 metre above the highest point of the building of which the plant serves, unless agreed with the City Corporation. With regard to this

requirement, consideration needs to be paid to the location of outside amenity space associated within the development and its neighbours.

- 3.6.2 A Clean Air Act Chimney height approval needs to be sought where a furnace is burning liquid or gaseous matter at a rate of 366.4 kilowatts or more or burning pulverised fuel or any solid matter at a rate of more than 45.4 kilograms or more an hour. Flues associated with this plant should therefore be at the recommended heights above nearby buildings and installed at least 3m above any general access areas and should meet discharge velocities above the recommended minimum. With regard to CHP and biomass boilers, discharge velocity requirements are provided in Appendix 7 of SDC SPG, or any updates thereof.

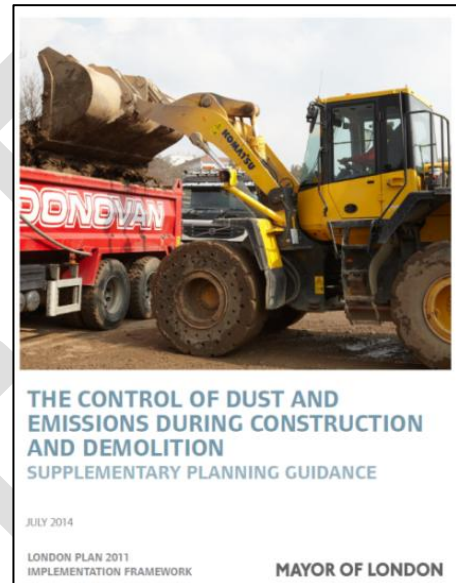
DRAFT

4 Reducing Dust and Air Quality Impacts during Construction

Overall Objective: to reduce NO₂ and PM₁₀ and PM_{2.5} emission during the deconstruction and construction phase through the use of zero and low emission technology and good site management. To fulfil the requirements of Local Plan Policy 15.6 (5) and London Plan Policies 5.3 and 7.14.

4.1 Background

- 4.1.1 Dust and other emissions from the construction and demolition of buildings have the potential to significantly impact local air quality. Appropriate emission and dust control mitigation measures are outlined in the Mayor's *The Control of Dust and Emissions During Construction and Demolition SPG* (CDECD) and have been incorporated into Chapter 4 of the City Corporation's *Code of Practice for Deconstruction and Construction*.
- 4.1.2 The Scheme of Protective Works (see section 4.4) submitted once planning permission is granted should include an Air Quality and Dust Management Plan (AQDMP) to ensure best practice mitigation measures are implemented during the deconstruction and construction phases of a development.



4.2 Risk Categorisation in the City Environment

- 4.2.1 The Mayor's CDECD SPG (2014) provides guidance with regard to which construction sites are considered high risk. Due to the building density in the City and un-predictable wind directions associated with high buildings, all sites are considered high risk, therefore maximum control measures in line with the City's Code of Practice and Mayor's SPG should be employed, to mitigate against dust and emission releases.

4.3 Continuous Monitoring

- 4.3.1 The CDECD SPG suggests that continuous monitoring for particulate matter is required at high risk sites. However, reliance on the results of continuous monitoring as an indicator that the site is doing all it can to reduce emissions is not sufficient due to the density and wind direction factors in the City mentioned above. As such, a greater emphasis should be placed on control measures such as damping down and site management (e.g. no-idling policy and NRMM compliance, see section 4.5 below).

4.3.2 Continuous monitoring positioned between construction sites and sensitive land users, such as buildings with opening windows, outside amenity and residential developments, is beneficial with regard to providing assurance to neighbours; however its reliance as an indicator of good site management is limited due to the above.

4.4 Scheme of Protective Works

4.4.1 As all developments in the City of London are considered high risk with regard to air quality impacts, an Air Quality and Dust Risk Assessment (AQDRA) as stated in the CDECD SPG is not required during the application phase; however, an Air Quality and Dust Management Plan (AQDMP) must be included in the **Scheme of Protective Works** submitted to, and approved by the City Corporation prior to works commencing on-site,

4.4.2 The AQDMP in the Scheme of Protective Works should contain the information detailed in the most recent version of the City Corporation's Code of Practice for Deconstruction and Construction.

4.5 Non-Road Mobile Machinery (NRMM)

4.5.1 The NRMM policy is set out in the Mayor's Dust and Emissions SPG. Since 1 September 2015 NRMM of net power between 37kW and 560kW used in Central Activity Zone or Canary Wharf are required to meet the standards set out below. This applies to both variable and constant speed engines for both NO_x and PM. These standards are based upon engine emissions standards set in EU Directive 97/68/EC and its subsequent amendments.

4.5.2 NRMM (within the above kW range) used on any site within the City will be required to meet Stage III B of the Directive as a minimum. From September 2018, this requirement changes to Stage IV. Any amendments of the policy and guidance must also be adhered to.

4.5.3 Prior to the commencement of any works, all developments within the City must register relevant NRMM online at www.nrmm.london/register. There are a small number of permitted exemptions to the above, and more details can be found at the website: www.nrmm.london

4.5.4 The AQDMP submitted should provide a commitment to adhering to this policy.

5 Assessing Air Quality Impacts in the City of London

Overall Objective: *to ensure that new and changes to development do not adversely affect air quality in the Square Mile.
To fulfil the requirements of Local Plan Policy 15.6(1) & (4) and London Plan Policies 5.3 and 7.14*

5.1 Background

5.1.1 The City Corporation assesses the impact of development on air quality to ensure that proposals will not impact negatively on the air quality in the Square Mile. In line with the policy context in London, the City Corporation requires all new developments to be at least '**air quality neutral**', and if necessary, to be accompanied by an **Air Quality Impact Assessment**. This approach will manage and prevent further deterioration of existing poor air quality. The sections below set out the City Corporation's requirements.

5.2 Air Quality Neutral Assessments

5.2.1 As part of the application process, for major developments (a floor space of 1000m² or more or 10 or more residential units), the development's building and transport emissions must be calculated and compared to the Air Quality Neutral Benchmarks. As required by London Plan Policy 7.14, all developments must be air quality neutral or better. See Appendices 5 and 6 in the SDC SPG and [Air Quality Neutral Planning Support Update: GLA 80371](#), April 2014 or updated subsequent guidance.²

5.2.2 The air quality neutral assessment should be submitted with the planning application. There are two elements to the air quality neutral assessment that developers are required to take into account:

- determine the relevant emission benchmark for **buildings** for NO₂ and PM₁₀ at the site, based on its land use class and location; then, calculate the site's NO₂ and PM₁₀ emissions from buildings and compare them with the buildings benchmark. The report should present the data used in the calculation, including the plant emission data; and
- determine the relevant emission benchmark for **transport** for NO₂ and PM₁₀ at the site; then, calculate the site's NO₂ and PM₁₀ emissions from transport and compare them with the transport benchmark. The report should present the data used in the calculation.

² Note: Following the publication of the government's Housing Standards Review in March 2015, the Air Quality Neutral benchmarks and on-site energy generation limits referenced cannot be required for developments that are residential only. However, the Mayor of London and national government have obligations regarding compliance with the EU limits for ambient concentrations. In order to address those obligations, in particular with respect to NO₂, developers are strongly encouraged to implement the guidance detailed.

5.2.3 Both building and transport emission benchmarks should be met in order to achieve air quality neutral requirements. The calculation should be submitted with the planning application. Where the benchmarks cannot be met developers must undertake mitigation in discussion with the City Corporation and/or make a contribution to off-setting their emissions as described in Section 6.

5.3 Air Quality Impact Assessments

5.3.1 An Air Quality Impact Assessment will be required in the circumstances detailed in section 5.3.2 below. The sections which follow provide advice on carrying out the impact assessment, which should be submitted with the planning application.

Criteria to conduct an Air Quality Impact Assessment

5.3.2 An Air Quality Impact Assessment must be submitted at the application stage for **major developments** which:

- (a) **are in close proximity to a sensitive land use.** This includes developments within 50m of the locations shown in figure 3 overleaf (*including large residential areas, schools, nurseries and St Bartholomew's Hospital*)
- (b) **create a significant change in traffic.** In developments that introduce, or increase car parking facilities by 100 spaces or more, or with the potential to significantly change road traffic on any road exceeding 10,000 vehicles per day. Significant changes include:
 - increase in traffic volumes > 5% (Annual Average Daily Traffic (AADT) – or peak);
 - lower average vehicle speed or significant increase in congestion;
 - significant increase in the percentage of HGVs;
- (c) **expose sensitive or a high number of people to air pollution:** This includes schools, hospitals and developments with more than 75 homes; or where people will be exposed to poor air quality for significant periods of the day, in particular developments located on busy roads where exceedences of the air quality objectives are seen (see figure 2 in Section 2).
- (d) are associated with the **Environmental Permitting Regulations**
- (e) developments requiring an **Environmental Impact Assessment**
- (f) **involve the following energy generation:** biomass boilers, biomass or gas CHP less than 50kWth input that do not have a NO_x emission of <50mgNm³ at 5% O₂ and dry gas.

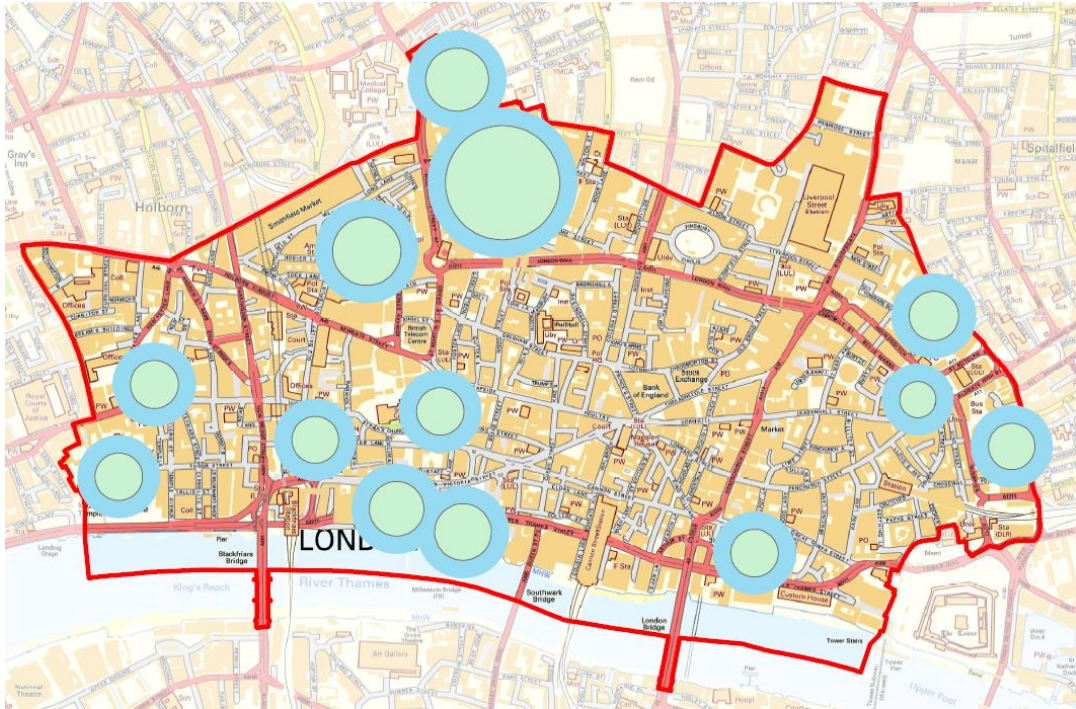


Figure 3
Location of Sensitive Land use within which an
Air Quality Impact Assessment is required

Requirements of an Air Quality Impact Assessment

5.3.3 The scope of an air quality impact assessment is:

- To assess the current baseline situation in the vicinity of the proposed development;
- To predict the future impact in the first year of operation, both with and without the proposed development, but including all consented development, by calculating statistics that can be compared with the air quality objectives

This information should be provided in the assessment report.

5.3.4 The following advice should be followed when conducting the Air Quality Impact Assessment:

(a) **Emissions:** Create an inventory of the PM₁₀, PM_{2.5} and NO_x emissions associated with the proposed development, including the type and quantity of emission concentrations, during the construction and operational phase. This shall cover transport, stationary and mobile emission sources. Sources of data include Defra's Emissions Factor Toolkit for emissions from traffic and the London Atmospheric Emissions Inventory (LAEI). The assessment shall include a commitment to low NO_x technology for boilers and CHP where applicable.

(b) **Sensitive receptors:** Sensitive receptors that could be affected must be identified as part of the assessment.

- (c) **Exposure:** An indication of the number of new occupiers and users of the site who will be exposed to poor air quality as a result of the development (the occupiers/users should also be shown on a map).
- (d) **Cumulative impacts:** Consider the potential cumulative impacts on air quality which may arise during the construction or operational phases as a result of emissions arising from other developments which are planned within a 100m radius of the development.
- (e) **Significance:** The City Corporation will use the Association of London Government (ALG) 2006 test on significance.
- (f) **Mitigation:** As detailed in section 4.2 all sites in the City are deemed to be high risk with regard to the demolition and construction phases. Mitigation to reduce emissions during these phases should be detailed in the assessment. An outline of, and justification for, mitigation measures associated with the design, location and operation of the development in order to reduce air pollution and exposure to poor air quality should also be included.

Detailed Air Quality Impact Assessment

- 5.3.5 Where the plant installed includes CHP less than 50kWth input and low NO_x technology is not proposed or biomass fuelled plant is planned, a more detailed assessment is required.
- 5.3.6 In addition to the above, the detailed Air Quality Impact Assessment shall also compare the impact of emissions from the intended biomass boiler/CHP and a gas boiler/CHP of identical thermal rating. The assessment must specify technical details related to the proposed appliance, fuel type, emission concentrations, and maintenance and exhaust stack details.
- 5.3.7 The assessment must also include an atmospheric dispersion model to predict the current baseline and future PM₁₀, PM_{2.5} and NO_x concentrations. Predictions of future concentrations should be both with and without the proposed development. Dispersion modelling shall be carried out in accordance with Defra's Technical Guidance Note (TG016). Due to the complex nature of the City's environment, the type of model selected must be ADMS Urban or equivalent and in accordance with TG 016.

Overarching Principles of Assessment

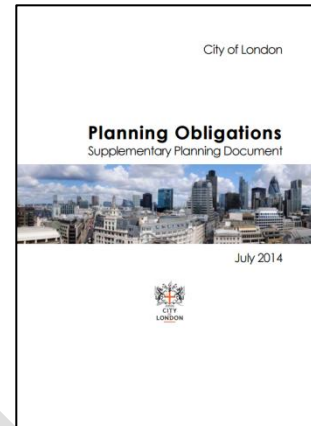
- 5.3.9 When conducting the assessment, developers must assess the **cumulative impact** of multiple sources from the new development e.g. the combined impact of vehicles and energy sources. The developer must also assess the cumulative impact of the proposed development with all consented developments nearby. Consideration of proposed but not yet consented development may be required and developers should check with the Air Quality Team before commencing a study.
- 5.3.10 Where applicable, assessments should be carried out using a **worst-case approach**. For example, if certain parameters are unknown, worst case assumptions should be used to ensure that assessment results are conservative in nature.

DRAFT

6 Planning Conditions and Section 106 Obligations in the City of London

6.1 Background

6.1.1 Planning permission can be granted subject to planning conditions. Conditions are a useful tool to enhance the quality of a development and to ameliorate any adverse impacts that might otherwise arise. A planning obligation (under Section 106 of the Town and Country Planning Act 1990 (as amended)) can also be used as a site specific mitigation mechanism. The Community Infrastructure Levy (CIL) and Planning Obligations ensure that a development contributes to the improvement of the City's environment and facilities. See the [City Corporation's website](#) for more information.



6.1.2 The Mayor of London also operates a CIL and planning obligations to raise funds towards meeting the cost of Crossrail. These measures apply across Greater London, including the City. [Visit the Mayor's website for further information.](#) These measures do not directly address air quality, although the opening of Crossrail might result in a reduction in the need to use motorised transport in and into the City.

6.2 Community Infrastructure Levy (CIL)

6.2.1 The CIL is a charge on new development that is used to help fund the provision of infrastructure necessary to support development in the City of London. The CIL operates through a charging schedule and is supported by a 'regulation 123 list' which outlines the broad types of infrastructure that will be funded. The amount of CIL received and expended is monitored and reported on an annual basis. See the website for more details.

6.2.2 Most developments where there is an increase in floorspace of at least 100m² will be required to pay the CIL. There is no specific air quality component to the CIL within the City of London, but the Regulation 123 list identifies a range of infrastructure investment which could mitigate the impacts of airborne pollution in the City (e.g. through the provision and improvement of open spaces), reduce the potential for emissions (e.g. through decentralised energy facilities or transport and public realm improvements leading to a reduction in vehicular traffic in specific areas).

6.3 Planning obligations – S106

6.3.1 Within the City of London, planning obligations (often called s106 agreements) are agreements with developers for the provision of site-specific mitigation measures necessary to ensure a development meets the requirements of the Local Plan and for affordable housing, local training, skills and job brokerage. The City Corporation's Supplementary Planning Document (SPD) explains how obligations are operated.

6.3.2 The City of London Local Plan Policy CS4 indicates that s106 planning obligations will be used to address site specific mitigation. The National Planning Practice Guidance indicates that planning conditions and obligations can be used to secure air quality mitigation where the relevant tests are met (Paragraph: 008 Reference ID: 32-008-20140306).

Core Strategic Policy CS4: Planning Contributions

To manage the impact of development, seeking appropriate developer contributions:

1. Requiring contributions through the Community Infrastructure Levy to assist in the delivery of the infrastructure necessary to support implementation of the Local Plan.
2. Requiring s106 planning obligations, having regard to the impact of the obligation on the viability of development, for:
 - (i) site specific mitigation meeting statutory tests;
 - (ii) affordable housing;
 - (iii) local training, skills and job brokerage;
 - (iv) local procurement in the City and City Fringe.
3. Requiring qualifying development to make an additional contribution to meeting the costs of Crossrail construction in accordance with the provisions of the London Plan.

6.3.3 Paragraph 62 of the City Corporation's Planning Obligations SPD indicates that the City Corporation may seek additional or alternative s106 planning obligations to those listed in the SPD where justified by local circumstances or to deliver other priorities in the Local Plan and where such planning obligations meet statutory tests.

6.3.4 Section 106 planning obligations may be used to ensure that construction sites meet various requirements for the control of dust and emissions from construction and demolition, and to ensure that monitoring is put in place on High Risk Sites.

6.4 Conditions

6.4.1 Conditions seeking to improve air quality may take a number of forms with the aim of reducing impacts on air quality and reducing exposure. Planning conditions will meet government requirements set out in the National Planning Practice Guidance.

Appendix A: Air Quality Planning Checklist

SPD Section	What	Summary of requirement	Required/ submitted (Y/N)	Detail / Doc Ref
Application				
5	Air Quality Neutral Assessment	Major developments (1,000m ² or more or 10 Residential dwellings or more)		
5	Air Quality Impact Assessment	major developments when it: <ul style="list-style-type: none"> • is within 50m of sensitive use • creates a significant change in traffic (see explanation) • exposes sensitive or a high number of people to air pollution (schools hospitals and >75 residential properties) • creates exposure for long periods of the day • requires an EIA or involves EPR 		
5	Detailed Air Quality Assessment	<ul style="list-style-type: none"> • Modelling of Biomass and small CHP (not meeting low NO_x limit) 		
2	Sustainable Travel	As per requirements in Local Plan Core Strategy CS16 (4) V		
2/3	Energy Efficiency	Energy Statement (where applicable)		
Application Consideration				
2	Ventilation inlets	<ul style="list-style-type: none"> • inlets away from source of pollution • Filtration for particles and NO₂ 		
2	Private Outdoor space	<ul style="list-style-type: none"> • Away from combustion sources e.g. roads 		
2	Public Realm	<ul style="list-style-type: none"> • Low pollution routes through development • Away from pollution sources 		
2	Greening	<ul style="list-style-type: none"> • Air quality plants • Screening from pollution source 		
2/3	Combustion Flues	<ul style="list-style-type: none"> • 1m above highest roof. • 3m above general access areas. • Away from air intakes • Location plan 		
3	Combustion Plant	Submit intention for: <ul style="list-style-type: none"> • Low NO_x boilers and NO_x CHP • Exclusion of biomass • Minimised generator use 		

Appendix B: Research, Good Practice and Guidance

In order to reflect changing technology and opinion, the links below contain guidance and case studies which are considered best practice. These pages will be updated to reflect efforts to improve air quality. Updated best practice guidance will not be applied retrospectively once planning permission has been granted. Notwithstanding this, as changes to guidance will be to improve air quality, the developer is requested to have due regard to the new content where possible.

<p>Section 2: Development and Building Design</p>	<p>Case Studies Sustainable Design Building Ventilation (particulates) Building Ventilation (nitrogen dioxide) - TBA Green Roofs Green Walls</p> <p>Guidance Sustainable Development Planning Requirements</p>
<p>Section 3: Heating and Energy Supply</p>	<p>Case Studies TBA</p> <p>Guidance Minimising Emissions from generators CHP</p>
<p>Section 4: Reducing dust and Air Quality impacts during construction</p>	<p>Case Studies TBA</p> <p>Guidance Code of Practice for Construction and Deconstruction</p>
<p>Section 5: Assessing Air Quality Impacts in the City of London</p>	<p>Case Studies TBA</p>
<p>Section 6: Planning Obligations</p>	<p>Air Quality impact mitigation case studies TBA</p>

Appendix C: Supporting Strategies and SPD's

C1: Air Quality Strategy

There are ten policy areas in the City Corporations Air Quality Strategy and all policy areas detail a number of actions, Policy 6 relates to reducing emission from new developments. The air quality strategy can be found at: www.cityoflondon.gov.uk/air

1. Air quality monitoring
2. Political influence and commitment
3. Working with the Mayor of London
4. Working with other external organisations
5. Reducing emissions from transport
6. Reducing emissions from new developments
7. Leading by example
8. Recognising and rewarding good practice
9. Raising awareness
10. Air quality and public health

C2: Supporting Strategies and SPD's

The City Corporation has a number of strategies which support the implementation of the Local Plan and Air Quality Strategy. These documents can be found on the City of London website. The following are the main strategies that support air quality improvements.

Health and Wellbeing Strategy: The air quality strategy also supports the Health and Wellbeing Strategy's overarching aims to promote the health and wellbeing of residents and workers in the City.

Open Spaces Strategy (adopted as an SPD): Seeks to promote the contribution of open spaces to the health and wellbeing of City and wider communities through use of trees and shrubs and other vegetation to counter air pollution, designs that encourage people to stay away from the busiest routes & designs that protect those most vulnerable to the effects of air pollution. See the excerpt overleaf:

9. Promote the potential contribution open spaces can make to the improved health and well-being of City and wider communities.

- 4.2.33 There are several ways in which open spaces can help improve the health of the City's communities. These include allowing people to relax and exercise, enabling cultural events where space and funding are available and providing opportunities for community cohesion through volunteering activities.
- 4.2.34 Equipment in open spaces that can be used for play and/or exercise can encourage people to improve their health and fitness. Such equipment may be appropriate in spaces where the long-term maintenance of the equipment can be paid for through developer contributions.
- 4.2.35 The main source of air pollution in the City is road vehicles. The following issues should be considered when designing open space schemes to improve the health of the City's communities:
- The use and siting of trees and shrubs and other vegetation that has a positive benefit on air quality. Deciduous trees are preferable because of their ability to capture pollution;
 - Designs that encourage people to spend time away from the busiest, most polluted roads. This will help to reduce exposure to the highest levels of pollution in the City;
 - Designs that protect the people most vulnerable to poor air quality such as children and the elderly.

Public Realm SPD contains two relevant air quality Aims and Guidelines:

4.9 Aim 6: More sustainable streets and spaces

4.9.1 The enhancement and management of the public realm should embrace sustainability as an overarching and long term approach. This should include bio-diverse planting schemes, which are robust and resilient to future climate conditions and which minimise the need for high levels of maintenance, along with Sustainable drainage systems, improved air quality, reduced noise, and the use of sustainable and long life materials that can be re-laid and are easily maintained.

4.10 Aim 7: Support and encourage wellbeing and healthy lifestyles

4.10.1 The City's public realm should be planned, designed and managed in ways that positively influence the health and wellbeing of workers and residents. This includes improving air quality and encouraging healthy modes of transport such as walking and cycling.

9.2 Air quality

Guideline 9.1: Traffic management schemes and public realm proposals should incorporate measures to lower emissions and reduce the harm caused by poor air quality.

- 9.2.1 The whole of the City of London is designated as an Air Quality Management Area. It has some of the highest levels of air and noise pollution in the country due to the density of development and its geographical location.
- 9.2.2 The main source of air pollution in the City is road vehicles. Concentrations of pollution are highest adjacent to the busiest roads, such as Upper and Lower Thames Street. The City Air Quality Strategy 2015-2020 outlines a number of measures that are being taken to improve air quality in the Square Mile.
- 9.2.3 Streets can be designed not only to assist in the overall improvement of air quality, but also to reduce an individual's exposure to pollution. For example, concentrations of some pollutants fall off with increasing distance from the edge of the road.
- 9.2.4 The following responses should be considered in traffic management and enhancement schemes, where appropriate:
- The use of trees and other vegetation that has a positive effect on air quality.
 - Designs that encourage people to walk and cycle rather than use motorised transport.
 - Provide alternative 'quiet' cycle and pedestrian routes away from main roads.
 - Traffic restrictions in areas of high exposure to poor air quality.
 - Designs that encourage people to spend time away from the busiest, most polluted roads.
 - Defined 'engine off' areas, such as bus stands, taxi ranks and tourist coach parking.
 - Smoothing the flow of traffic by reducing congestion, stop-start traffic and traffic queues and the consequent emission 'spikes'.
 - Designs that protect and segregate play and exercise activities from areas of poor air quality.

14.4 Active travel

Guideline 14.2: Practical measures to encourage active travel should be incorporated into traffic management schemes and enhancement proposals for streets and spaces.

- 14.4.1 The layout of towns and cities and the design and quality of the street environment can directly influence activity levels, especially walking and cycling. Designing streets to promote active travel, such as cycling and walking, can reap the additional benefits of increasing physical activity, reducing the risk of obesity, reducing morbidity from air pollution and reducing the risk of road traffic accidents.
- 14.4.2 Practical measures include the provision of cycle facilities, wider and less cluttered footways with better crossing facilities, increased pedestrian priority and safer crossings and junctions.

Appendix D: Local Plan Policies

In assessing schemes that may affect air quality in the City of London the City Corporation will have particular regard to the following specific policies relating to air quality and health found in the Local Plan.

D1: Local Plan and Air Quality

Air quality sits in Core Strategic policy CS15 and the main supporting DM Policy is DM15.6. The relevant excerpts are detailed below:

Local Plan: Sustainable Development and Climate Change – Core Strategic policy CS15:

The aim of this strategy is to enable businesses and residents to make sustainable choices in their daily activities, creating a more sustainable City, adapted to the changing climate, by...*requiring development to positively address: local air quality, particularly nitrogen dioxide and particulates (PM₁₀) the City's Air Quality Management Area Pollutants.*

Local Plan Policy DM15.6 Air Quality

- 1) Developers will be required to consider the impact of their proposals on air quality and, where appropriate, provide an Air Quality Impact Assessment.
- 2) Development that would result in deterioration of the City's nitrogen dioxide or PM10 pollution levels will be resisted.
- 3) Major developments will be required to maximise credits for the pollution section of the BREEAM or Code for sustainable Homes assessment relating to on-site emissions of oxides of nitrogen (NO_x).
- 4) Developments will be encouraged to install non-combustion low and zero carbon energy technology. A detailed air quality impact assessment will be required for combustion based low and zero carbon technologies, such as CHP plant and biomass or biofuel boilers, and necessary mitigation must be approved by the City Corporation.
- 5) Construction and deconstruction and the transport of construction materials and waste must be carried out in such a way as to minimise air quality impacts.
- 6) Air intake points should be located away from existing and potential pollution sources (e.g. busy roads and combustion flues). All combustion flues should terminate above the roof height of the tallest building in the development in order to ensure maximum dispersion of pollutants.

D2: Local Plan: Health and Wellbeing related to Air Quality

Core Strategic Policy CS8 – Aldgate

...Improve the amenities around the Aldgate area, and seek to improve opportunities for health care services and facilities for residents.....

4) Enhancing the public realm of the Aldgate area, its streets and spaces....Identifying opportunities for urban greening schemes, congestion and **pollution reduction measures**, particularly in the vicinity of Sir John Cass School and Middlesex Street and Mansell Street Estates.....

Core Strategic Policy CS21: Housing

Policy DM 21.5 ...Housing Quality Standards – All new housing has to be of a standard that facilitates the health and wellbeing of occupants.....

Core Strategic Policy CS22 – Social Infrastructure & Opportunities – ...Maximise opportunities for the City's residential and working communities to access suitable health facilities...and opportunities, while fostering cohesive communities & healthy lifestyles.....

2(iv) ensuring that the **use, design and management** of new development and spaces help deliver healthy outcomes, particularly for more deprived residents.....

4(II) protecting and enhancing existing education facilities including schools, adult and higher education premises, and ensuring that new facilities are **sited in appropriate locations**.....

D3: Local Plan with reference to Section 2: Building Design

Local Plan Policy DM15.6 Air Quality

- 2) Development that would result in deterioration of the City's nitrogen dioxide or PM10 pollution levels will be resisted.
- 3) Major developments will be required to maximise credits for the pollution section of the BREEAM or Code for sustainable Homes assessment relating to on-site emissions of oxides of nitrogen (NOx).
- 6) Air intake points should be located away from existing and potential pollution sources (e.g. busy roads and combustion flues). All combustion flues should terminate above the roof height of the tallest building in the development in order to ensure maximum dispersion of pollutants.

Policy DM 3.4 – Traffic Management – ...Require developers to reach agreement with the City of London & TFL on the design and implementation of traffic management & highway security measures.....

Local Plan Policy DM 10.4 – Environmental enhancement – ...The City Corporation will work in partnership with developers, TFL & other organisations to design and implement schemes for the enhancement of highways, the public realm and other spaces.....

Policy DM 15.1 Sustainability requirements

1. Sustainability Statements must be submitted with all planning applications in order to ensure that sustainability is integrated into designs for all development.
2. For major development (including new development and refurbishment) the Sustainability Statement should include as a minimum:
 - BREEAM or Code for Sustainable Homes pre-assessment;
 - an energy statement in line with London Plan requirements;
 - demonstration of climate change resilience measures.
3. BREEAM or Code for Sustainable Homes assessments should demonstrate sustainability in aspects which are of particular significance in the City's high density urban environment. Developers should aim to achieve the maximum possible credits to address the City's priorities.
4. Innovative sustainability solutions will be encouraged to ensure that the City's buildings remain at the forefront of sustainable building design. Details should be included in the Sustainability Statement.
5. Planning conditions will be used to ensure that Local Plan assessment targets are met.

Policy DM 15.2 Energy and CO₂ emissions assessments

1. Development design must take account of location, building orientation, internal layouts and landscaping to reduce likely energy consumption.
2. For all major development energy assessments must be submitted with the application demonstrating:
 - energy efficiency – showing the maximum improvement over current Building Regulations to achieve the required Fabric Energy Efficiency Standards;
 - carbon compliance levels required to meet national targets for zero carbon development using low and zero carbon technologies, where feasible;
 - where on-site carbon emission reduction is unviable, offsetting of residual CO₂ emissions through 'allowable solutions' for the lifetime of the building to achieve national targets for zero-carbon homes and non-domestic buildings. Achievement of zero carbon buildings in advance of national target dates will be encouraged;
 - anticipated residual power loads and routes for supply.

Core Strategic Policy CS16 – Public Transport Streets & Walkways – ...Build on the City's central position and good transport infrastructure to further improve sustainability & efficiency of travel into and around the City....

Policy DM 16.1	Transport impacts of development – ...Development proposals likely to have impact on transport must be accompanied by assessment of the transport implications during both construction & operation....
Policy DM 16.2	Pedestrian Movement – ...Facilitation of suitable pedestrian movement around the City.....
Policy DM 16.3	Cycle Parking –...on site cycle parking must be fitted in accordance with the local standards set out in table 16.2. The provision of on-site cycle parking supports people who cycle into the City....
Policy DM 16.4	Facilities to encourage active travel – ...such as walking, cycling and running must be provided in new developments. ...
Policy DM 16.5	Parking & Servicing Standards – ...New developments must meet the regulations on parking spaces within the City. Parking and servicing standards allows for minimal car parking space associated with all new developments. This discourages people from driving into the City. All off street car parking spaces and serviced areas must be equipped to conveniently recharge electric vehicles
Policy DM 16.6	Public Parking Spaces – ...No new public car parks will be permitted in the City, including the temporary use of vacant sites....
Policy DM 16.8	River Transport – ...Safeguarding the piers, steps and shores . River transport encourages the use of the river in order to reduce road transport of people and goods....

Local Plan: Open Spaces

Policy CS19Open Spaces and Recreation encourages greening on new developments, particularly green roofs. In addition, it encourages healthy lifestyles through improved access to open space and facilities, particularly through improved **public transport**.....

A summary of other Local Plan Policies

Core Strategic Policy CS5 – North of the City – Ensure City benefits from transport improvements in the North of the City for rejuvenation and 'eco-design' to compensate the **sustainable transport infrastructure**.

Core Strategic Policy CS6 – Cheapside and St Pauls – Enhancement of the area to promote the cultural and leisure activities on offer

Core Strategic Policy CS7 – Eastern Cluster – Accommodate the expansion of office space, while balancing the accommodation of tall buildings, public realm, **transport** and security.

Core Strategic Policy CS8 – Aldgate – Regenerate the amenities & environment of the Aldgate area by **improving the transport and pedestrian links**.

Core Strategic Policy CS9 – Thames and Riverside – Ensure the City capitalises on the on the riverside location, sustaining the **rivers functional uses** in transport, navigation, and recreation.

DRAFT

D4: Local Plan with reference to section 3: Heating and Energy

Local Plan Policy DM15.6 Air Quality

- 5) Major developments will be required to maximise credits for the pollution section of the BREEAM or Code for sustainable Homes assessment relating to on-site emissions of oxides of nitrogen (NOx).
- 6) Developments will be encouraged to install non combustion low and zero carbon energy technology. A detailed air quality impact assessment will be required for combustion based low and zero carbon technologies, such as CHP plant and biomass or biofuel boilers, and necessary mitigation must be approved by the City Corporation.

Policy DM 15.3 Low and zero carbon technologies

1. For development with a peak heat demand of 100 kilowatts or more developers should investigate the feasibility and viability of connecting to existing decentralised energy networks. This should include investigation of the potential for extensions of existing heating and cooling networks to serve the development and development of new networks where existing networks are not available. Connection routes should be designed into the development where feasible and connection infrastructure should be incorporated wherever it is viable.
2. Where connection to offsite decentralised energy networks is not feasible, installation of on-site CCHP and the potential to create new localised decentralised energy infrastructure through the export of excess heat must be considered.
3. Where connection is not feasible or viable, all development with a peak heat demand of 100 kilowatts or more should be designed to enable connection to potential future decentralised energy networks.
4. Other low and zero carbon technologies must be evaluated. Non combustion based technologies should be prioritised in order to avoid adverse impacts on air quality.

Other Local Plan Policies

DM2.1.....infrastructure provision for connection to existing decentralised energy.....

CS7Energy efficient buildings in the Eastern cluster.....

DM10.1New Developments to minimise energy use.....

D5: Local Plan with reference to Section 4: Local Policy – Construction and Deconstruction

Local Plan Policy DM15.6 Air Quality

- 5) Construction and deconstruction and the transport of construction materials and waste must be carried out in such a way as to minimise air quality impacts.

Core Strategic Policy CS17 – Waste – ...Promote and support sustainable decisions to be taken by the minimisation, transport and management of their waste, capitalising on the City's riverside location for **sustainable waste transfer....**

Policy DM 17.2

Designing out Construction Waste – ...New developments should be designed to reduce impact of deconstruction & construction on the environment through, transport of waste and construction materials **by river** wherever practicable. ...

D6: Local Plan with Reference to Section 5: Air Quality Impact Assessments

Local Plan Policy DM15.6 Air Quality

- 1) Developers are required to consider the impact of their proposals on air quality and, where appropriate, provide and provide and Air Quality Impact Assessment.
- 4) Developments will be encouraged to install non combustion low and zero carbon energy technology. A detailed air quality impact assessment will be required for combustion based low and zero carbon technologies, such as CHP plant and biomass of biofuel boilers, and necessary mitigation must be approved by the City Corporation.

Appendix E: Background to Air Quality Policy

E1: The Air Quality Strategy for England, Scotland, Wales & Northern Ireland

The Air Quality Strategy for England, Scotland, Wales and Northern Ireland (2007) sets out air quality objectives and policy options to improve air quality in the UK. It required all local authorities to assess and review air quality on a regular basis under the Local Air Quality Management (LAQM) regime. Targets were set for seven pollutants that all local authorities were obliged to work towards, which are equal to the statutory air quality objective values imposed under the Air Quality Regulations for England, Scotland, Wales and Northern Ireland. The seven pollutants for which local authorities were originally required to report and meet target values are:

- nitrogen dioxide (NO₂);
- particulates (PM₁₀);
- carbon monoxide;
- sulphur dioxide (SO₂);
- benzene;
- 1,3-butadiene; and
- lead.

E2: London LAQM Framework

In 2016 a new London specific LAQM regime was established (LLAQM). Defra and the Greater London Authority require local authorities to report on pollutants of greatest concern to the health of Londoners. These are: NO₂, PM₁₀, PM_{2.5} and SO₂. The City of London's LLAQM statutory reports can be found at www.cityoflondon/air

E3: Air Quality in the City of London

In January 2001 the City of London was designated an air quality management area (AQMA) for exceedences of PM₁₀ and NO₂. This designation has been in place since and due to the on-going exceedences and has not been revoked.

According to the 2013 LAEI, the main sources of air pollution in the borough is road transport. The following pie charts show the percentage breakdown of each vehicle type and pollutant.

Figure A3: Source of NO_x Emissions in the City

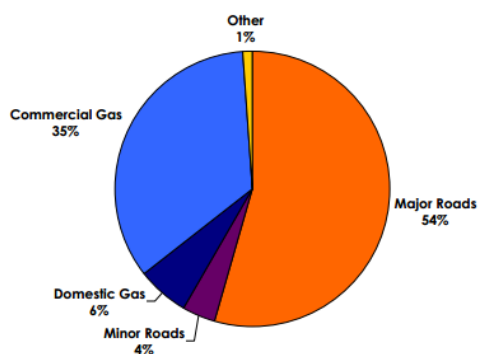
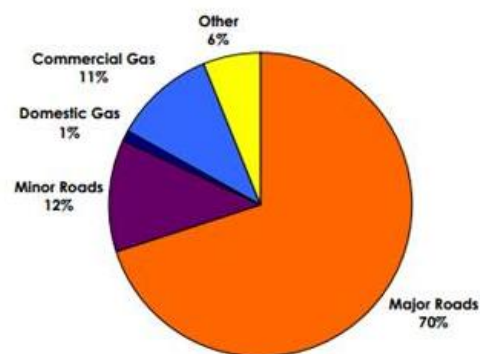


Figure A1: Source of PM₁₀ Emissions in the City



The City of London's Air Quality Strategy (AQS) (which incorporates the City Corporations AQAP) sets out measures to reduce emissions from key sources of air pollution in the borough, and helps to work towards achieving the required standards and objectives. The Strategy can be found at the following link: www.cityoflondon/air

E4: Greater London Policy

The Mayor of London's key priorities for air quality, as set out in the Mayor's Air Quality Strategy, are:

- Achieving the EU established health-based standards and objectives for a number of air pollutants; and
- Ensuring that all new developments 'air quality neutral' or better.

The London Plan policies relating to air quality and developments are set out below:

London Plan Policy 3.2	The Mayor will take account of the potential impact of development proposals on health and health inequalities. This includes improving air quality and minimising exposure to existing poor air quality.
London Plan Policy 5.3	Sustainability principles include minimising air pollution. Major development proposals should meet the minimum standards outlined in the Mayor's SPGs.
London Plan Policy 7.14	Developers and contractors should follow the guidance set out in the SPGs in the design and construction of their development. All development proposals should address local problems of air quality (e.g. within Air Quality Management Areas) and avoid further deterioration of existing poor air quality.

The Mayor has published two SPGs that deal with air quality:

- *Sustainable Design and Construction SPG* which includes guidance on preparing air quality assessments, minimising emissions, addressing exposure to air pollution, air quality neutral, emissions standards for combustion plant; and
- *The Control of Dust and Emissions during Construction and Demolition SPG* which describes requirements for dust assessments, pollutant monitoring and Ultra Low Emission Zone (ULEZ) standards for Non-Road Mobile Machinery.

E5: National Policy

The National Planning Policy Framework (NPPF) March 2012 states that:

"Planning policies should sustain compliance with and contribute towards EU Limit Values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and the cumulative impacts on air quality from individual sites in local areas. Planning decisions should ensure that any new development in Air Quality Management Areas is consistent with the local air quality action plan."

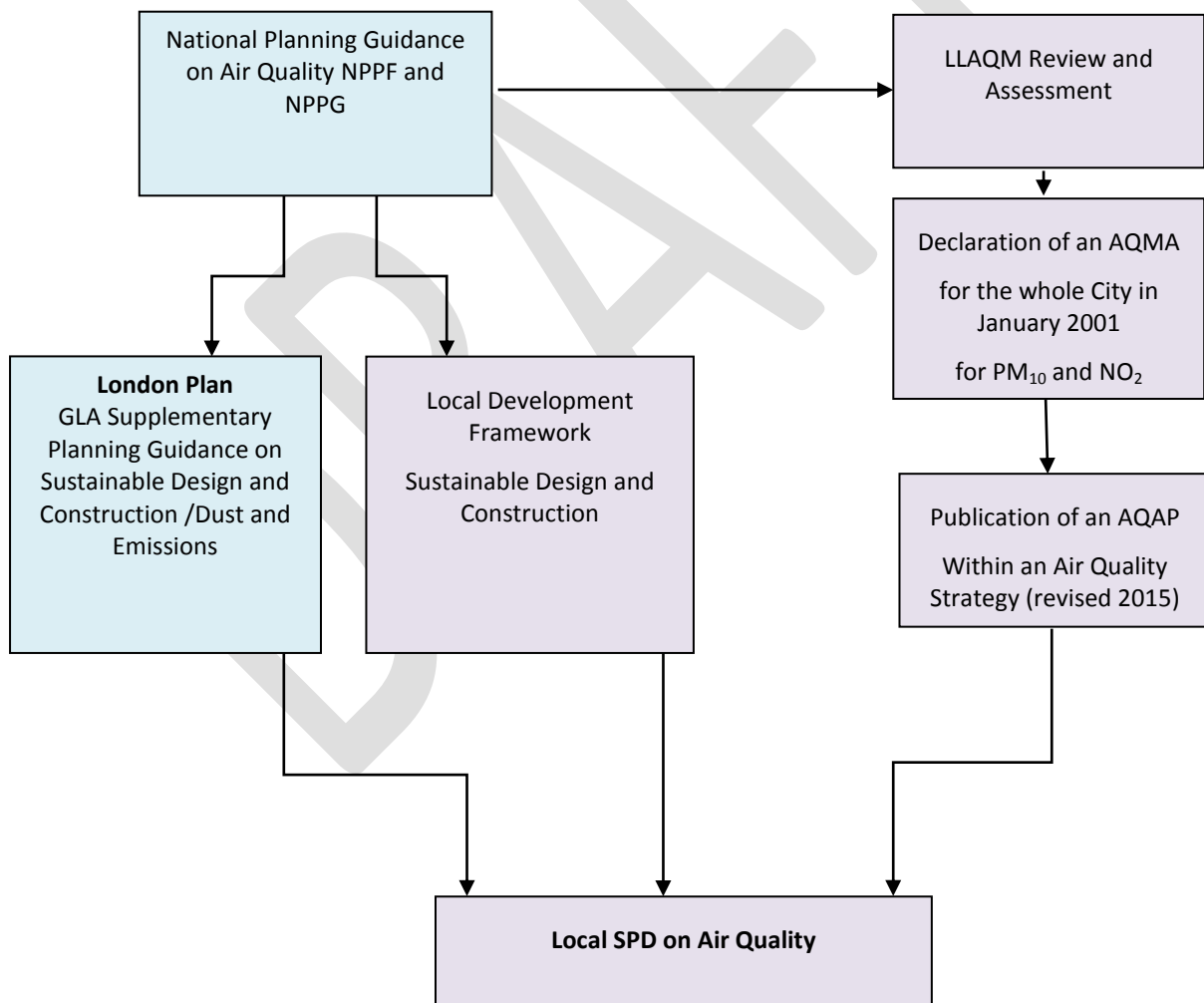
National guidance on when air quality is relevant to a planning decision, what should be included in an air quality assessment and the type of mitigation to be proposed can be found on the government's planning portal.³

E6: Permitting Under Part 1 of the Environmental Protection Act 1990

Industrial processes which may range from large industrial plant to dry cleaners and paint spraying workshops, are regulated by the Environment Agency (Part A1 processes) and the borough (Part A2 and Part B processes). The planning regime must assume that the permitting regime will ensure the processes comply with their permits and the Act. The planning regime can, however consider whether a land use is appropriate and it must consider the exposure to pollutants. For developments requiring planning applications this is done at the planning application stage, and for existing processes it is an ongoing review through Air Quality Action Planning.

E7: The relationship between national, regional and local policy and guidance

The relationship of this SPD to national, regional and local policy and guidance, and the City of London AQAS is shown below together with the relevant policy.



³ <http://planningguidance.planningportal.gov.uk/blog/guidance/air-quality/>

Appendix F: Glossary

Air Quality Assessment (AQA)	An assessment of the impact of a development on the levels of certain pollutants in the local area.
Air Quality Management Areas (AQMAs)	Areas where the air quality objectives are likely to be exceeded. Declared by way of an order issued under the Section 83(1) of the Environment Act 1995.
Air Quality Objectives	Air quality targets to be achieved locally as set out in the Air Quality Regulations 2000 and subsequent Regulations. Objectives are expressed as pollution concentrations over certain exposure periods, which should be achieved by a specific target date. Some objectives are based on long term exposure (e.g. annual averages), with some based on short term objectives. Objectives only apply where a member of the public may be exposed to pollution over the relevant averaging time.
Best Available Techniques (BAT)	The basis for determining the appropriate technique for reducing pollution under the Prevention and Control of Pollution Regulations.
LLAQM.TG(16)	London Local Air Quality Management Technical Guidance (2016). This document provides London advice on how local authorities should assess air quality.
Exceedence	Concentrations of a specified air pollutant greater than the appropriate Air Quality Objective.
Limit Values/EU limit values	The maximum pollutant levels set out in the EU Daughter Directives on Air Quality. In some cases the limit values are the same as the national air quality objective, but may allow a longer period for achieving.
Mitigation	Mitigation measures will minimise, but not necessarily remove, the impact of or effect of poor air quality on a development.
National Air Quality Objectives	See Air Quality Objectives.
National Air Quality Strategy	The Air Quality Strategy for England, Scotland, Wales and Northern Ireland. The current version at the time of producing this SPD was January 2000 with addendum published in February 2003.
NO ₂	Nitrogen dioxide
NO _x	NO _x = nitrogen oxides, which includes nitric oxide and nitrogen dioxide. Most pollution sources emit nitrogen oxides primarily as nitric oxide. However, once in the atmosphere nitric oxide can be converted to nitrogen dioxide. Therefore it is important to know the concentrations of both NO _x and NO ₂ .
Offsetting	Measures which 'compensate' for anticipated increases in pollution in the area but not necessarily at the exact locality. This might be for example by funding more general measures in the air quality

	action plan.
PM ₁₀	Fine particulate matter with a diameter of less than 10 microns diameter.
Part A1 and A2 Processes	Industrial processes which are regulated under the Pollution Prevention and Control (PPC) Regulations and subsequent Integrated Pollution Prevention and Control (IPPC) for emissions to all media (i.e. atmosphere, land and water).
Part B Processes	Industrial processes which are regulated under the Local Air Pollution Control (LAPC) and Local Air Quality Pollution Prevention and Control (LAPPC) Regulations for emissions to air only.
Polluting development	A development which will directly or indirectly increase levels of relevant pollutants. This may include industrial processes but may also include developments which could cause increased traffic emissions. These types of development may increase pollution concentrations.
PPC Regulations	Pollution Prevention and Control Regulations 2000 (as amended).
Risk Assessments	A comprehensive assessment of the risks associated with a particular hazard which is relevant to the development site.
Sensitive development	A development which would allow users of the site to potentially be exposed to pollutants above the objective for the relevant period. For example, the introduction of a new residential development into an area where an air quality objective is already exceeded, would create the potential for the exposure of residents to poor air quality above the objective. Incidentally, this type of development may also generate significant additional traffic flow and also be a polluting development.

Appendix G: Abbreviations

AQAP	Air Quality Action Plan
AQMA	Air Quality Management Area
AQO	Air Quality Objective
BEB	Buildings Emission Benchmark
CAB	Cleaner Air Borough
CDECD	<u>The Control of Dust and Emissions During Demolition and Construction SPG</u>
CAZ	Central Activity Zone
EV	Electric Vehicle
GLA	Greater London Authority
LAEI	London Atmospheric Emissions Inventory
LAQM	Local Air Quality Management
LLAQM	London Local Air Quality Management
NRMM	Non-Road Mobile Machinery
PM ₁₀	Particulate matter less than 10 micron in diameter
PM _{2.5}	Particulate matter less than 2.5 micron in diameter
SDC	<u>Sustainable Design and Construction SPG (2014)</u>
SPG	Supplementary Planning Guidance
TEB	Transport Emissions Benchmark
TfL	Transport for London

Appendix H: Further Information

<p>City of London Contact Details</p>	<p>e-mail: Cityair@cityoflondon.gov.uk phone: 020 7332 3030 web: www.cityoflondon.gov.uk/air air quality data: www.londonair.org.uk/LondonAir Local Plan: www.cityoflondon.gov.uk/localplan Planning SPD: http://www.cityoflondon.gov.uk/services/environment-and-planning/planning/planning-policy/Pages/Supplementary-Planning-Documents.aspx</p>
<p>Mayor, Greater London Authority and Association of London Government</p>	<ul style="list-style-type: none"> ✓ The London Plan The Spatial Development Strategy for London Consolidated with Alterations Since 2011, March 2015 Mayor of London https://www.london.gov.uk/priorities/planning/london-plan ✓ Clearing the Air, The Mayor's Air Quality Strategy, December 2010 GLA https://www.london.gov.uk/sites/default/files/archives/Air_Quality_Strategy_v3.pdf <p>Sustainable Design and Construction Supplementary Planning Guidance, April 2014, GLA. This provides guidance on air quality neutral procedures and combustion emission limits. https://www.london.gov.uk/priorities/planning/consultations/draft-sustainable-design-and-construction</p> <p>The Control of Dust and Emissions during Construction and Demolition Supplementary Planning Guidance, July 2014, GLA. The aim of this guidance is to protect the health of on-site workers and the public and to provide London-wide consistency for developers through the control and monitoring of dust and Non-Road Mobile Machinery (NRMM).</p> <ul style="list-style-type: none"> ✓ https://www.london.gov.uk/priorities/planning/publications/the-control-of-dust-and-emissions-during-construction-and ✓ Technical Guidance Note: Assessment of Air Quality Issues of Planning Applications, 2006, Association of London Government (ALG)
<p>National Regulation and Guidance</p>	<ul style="list-style-type: none"> ✓ Air Quality Standards Regulations 2010 ✓ UK Air Quality Strategy for England, Scotland, Wales and Northern Ireland, July 2007 ✓ National Planning Policy Framework, March 2012, Department for Communities and Local Government https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf ✓ National Planning Practice Guidance, http://planningguidance.communities.gov.uk/blog/guidance/air-quality/ Housing Standards Review, 2015 ✓ Defra (2009). Local Air Quality Management Technical

	<p>Guidance LAQM.TG(09)</p> <ul style="list-style-type: none">✓ Defra, Emissions Factor Toolkit (2014) http://laqm.defra.gov.uk/review-and-assessment/tools/emissions-factors-toolkit.html✓ Development Control: Planning for Air Quality. Environmental Protection UK, 2010✓ Low Emission Strategies Partnership http://www.lowemissionstrategies.org/ tools and resources✓ Biomass and Air Quality Guidance for Local Authorities (Environmental Protection UK) 2009
--	---

DRAFT

This page is intentionally left blank

Agenda Item 9

Committee(s):	Date(s):
Planning & Transportation Committee	13 December 2016
Subject: Revenue and Capital Budgets - 2017/18	Public
Report of: The Chamberlain Director of the Built Environment Director of Culture, Heritage & Libraries	For Decision

Summary

This report is the annual submission of the revenue and capital budgets overseen by your Committee. In particular it seeks approval to the latest revenue budget for 2016/17 and provisional revenue budget for 2017/18, for subsequent submission to the Finance Committee. Details of the Committee's draft capital budget are also provided. The budgets have been prepared within the resources allocated to each Director.

Strategic priorities for the forthcoming year include:

Director of the Built Environment

- Support the City's primary role as the world's leading international financial and business centre;
- Implement the City's commitment to smart enablement and innovation.

Director of Culture Heritage & Libraries

- Educate, entertain & inform, by discovery of our amazing range of resources.

Table 1 Summary Revenue Budgets 2016/17 and 2017/18	Original Budget 2016/17 £'000	Latest Budget 2016/17 £'000	Original Budget 2017/18 £'000
Expenditure	29,763	30,892	31,708
Income	(22,990)	(24,209)	(24,589)
Support Services & Capital Charges	11,647	11,129	12,341
Total Net Expenditure	18,420	17,812	19,460

Overall, the 2016/17 latest budget is £17.812m, a decrease of (£608,000) compared with the original budget for 2016/17. The main reasons for this decrease are:

- Change to phasing of City Surveyor's Additional Works Programme (£736,000).
- Additional income for PCN's (£552,000), parking suspension/dispensation income (£175,000) and parking meter income (£75,000).
- Car Parks rates re-valuation refund back dated from 2010/11 (£513,000).

- A decrease in support services and capital charges (£518,000) relating mostly to a reduction in highway infrastructure asset depreciation costs.
- Additional income for Service Level Agreement relating to Thames Tideway Tunnel Project (£282,000).
- Increased transfer to reserve £890,000 due to additional On-Street parking income.
- Reduced transfer from reserves of £728,000 required due mainly to car parks rates re-valuation refund £513,000 and a further reduction in net operating costs of the car parks £215,000, largely due to reduced AWP works.
- Departmental underspends which have been re-allocated to various priority works required elsewhere within the Department £471,000.
- Approved carry forwards from 2015/16 £81,000.

The 2017/18 provisional budget is £19.460m, an increase of £1,040,000 compared with the original budget for 2016/17. Main reasons for this increase are:

- Increase in support services and capital charges £694,000 mainly attributable to an increase in highway infrastructure asset depreciation costs.
- Increased transfer to reserves £594,000 due to additional On-Street parking income.
- Net increase of £541,000 in pay costs due to provisions for pay award, incremental and career progression, maternity cover and increased agency staff costs.
- Change to phasing of City Surveyor's Additional Works Programme £416,000.
- Inflationary increases on Indigo contract costs for On-Street and Off-Street Parking include London Living Wage allowance increases £114,000.
- Additional income for PCN's (£552,000), Service Level Agreement relating to Thames Tideway Tunnel Project (£282,000) and parking meter income (£73,000).
- Service based review savings relating to Street Lighting Review (£275,000).
- Increased recharge to capital projects reflects additional staff costs which are fully recovered from TFL/S106/S278 (£155,000).

Recommendations

The Committee is requested to:

- Note the latest 2016/17 revenue budget.
- Review the provisional 2017/18 revenue budget to ensure that it reflects the Committee's objectives and, if so, approve the budget for submission to the Finance Committee.
- Review and approve the draft capital budget.
- Review and approve the draft 50 year Bridges' Repairs, Maintenance and Major Works Fund budgets and the consequent required contributions.
- Authorise the Chamberlain to revise these budgets for changes to the Additional Works Programme and in respect of recharges.

Main Report

Background

1. This report sets out the latest budget for 2016/17 and the proposed revenue budgets for 2017/18. The revenue budget management arrangements are to:
 - Provide a clear distinction between local, central and recharge risk budgets.
 - Place responsibility for budgetary control on departmental Chief Officers.
 - Apply a cash limit policy to Chief Officers' budgets.
2. The budget has been analysed by service expenditure and compared with the original budget for 2016/17. The budget is further analysed between:
 - **Local Risk budgets** – these are budgets deemed to be largely within the Chief Officer's control.
 - **Central Risk budgets** – these are budgets comprising specific items where a Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside of his/her control or are budgets of a corporate nature (e.g. interest on balances and rent incomes from investment properties).
 - **Support Services and Capital Charges** – these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk.
3. The report also compares the current year's budget with the forecast outturn.
4. In the various tables, income and favourable variances are presented in brackets. Only significant variances (generally those greater than £50,000) have been commented on.

Business Planning Priorities

Director of the Built Environment

5. This budget enables the Department of the Built Environment to support the Corporate Plan, the ambitions of the Place, People and Prosperity Steering Groups and deliver the Department's business plan. This includes:
 - Support the City's primary role as the world's leading international financial and business centre.
 - Implement the City's commitment to smart enablement and innovation.
 - Provide an excellent integrated service to City developers and occupiers from pre-construction to demolition.
 - Promote high quality, sustainable development which provides flexible workspaces and a mix of uses in a secure and resilient City.
 - Deliver quality public realm with room for all to enjoy as part of agile lifestyles.

- Promote reduced emissions from vehicles and buildings creating a healthier environment for residents, workers and visitors.
- Manage all activities and services on the City's streets to ensure that moving around the City is easy, safe, accessible and enjoyable.
- Reduce road danger and increase active travel through intelligent flexible design and that encourages behaviour change.
- Support and facilitate opportunities that enhance the City's cultural offer.

Director of Culture, Heritage and Libraries

6. The department's vision is to 'educate, entertain and inform, through discovery of our amazing range of resources'. The two strategic aims are:
 - To transform activities through best use of technology and community engagement, to improve customer service and increase efficiency and effectiveness.
 - To transform the perception and experience of the City as a destination.

Latest Revenue Budget 2016/17

7. Overall there is a decrease of (£608,000) between the Committees original and latest budget for 2016/17. Table 2 below summarises the movements between the original and latest budgets comprising this decrease. A further analysis of the local and central revenue budgets by service is provided in Appendix 1.

Table 2 Latest Revenue Budget 2016/17	Local or Central Risk	Original Budget 2016-17 £'000	Latest Budget 2016-17 £'000	Movement Increase/ (Decrease) £'000	Para Ref
Expenditure					
Employees	L	12,221	12,131	(90)	9
Employees	C	0	24	24	
Premises Related Expenses	L	5,511	5,929	418	10
Premises Related Expenses	C	1,123	698	(425)	11
City Surveyor – Repairs & Maintenance	L	1,447	711	(736)	12
Transport Related Expenses	L	28	28	0	
Supplies & Services	L	1,188	1,896	708	13
Supplies & Services	C	55	58	3	
Third Party Payments	L	3,375	3,712	337	14
Transfer to Reserve	C	4,598	5,488	890	15
Contingencies	C	15	15	0	
Capital Charges	C	202	202	0	
Total Expenditure		29,763	30,892	1,129	
Income					
Grants, Reimbursements & Contributions	L	(188)	(1,067)	(879)	10/13
Grants, Reimbursements & Contributions	C	(184)	(184)	0	
Customer, Client Receipts	L	(8,029)	(8,287)	(258)	16
Customer, Client Receipts	C	(8,421)	(9,174)	(753)	17
Transfer from Reserves	L	0	(30)	(30)	
Transfer from Reserves	C	(2,577)	(1,849)	728	18
Recharges to Capital Projects	L	(3,461)	(3,488)	(27)	
Recharges to Capital Projects	C	(130)	(130)	0	
Total Income		(22,990)	(24,209)	(1,219)	
Total Local & Central Risk Exp		6,773	6,683	(90)	
Support Services & Capital Charges					
Central Support & Capital Charges		11,078	10,395	(683)	
Recharges within Fund		610	755	145	
Recharges Across Funds		(41)	(21)	20	
Total Support Services & Capital		11,647	11,129	(518)	19
TOTAL NET EXPENDITURE		18,420	17,812	(608)	

8. The significant movements in the local and central budgets are explained in the paragraphs below.
9. Employee cost decrease (£90,000) mainly relates to staff vacancies in Building Control.

10. Increase of £418,000 in local risk premises costs mainly relates to:
 - Local Implementation Plan Programme £156,000 and street scene works £164,000, all of which are offset by matching income contributions.
 - Additional highway resurfacing maintenance works £100,000 and upgrade cost of pay and display machines £88,000.
 - Car parks rates revaluation refund of (£88,000) for 2016/17 only.
11. Decrease in central risk premises costs relates to London Wall and Baynard House Car parks rates revaluation refund back dated from 2010/11 (£425,000).
12. Decrease of (£736,000) reflecting changes in composition and phasing of works to the Additional Works Programme.
13. Increase due to agreed virements from departmental underspends which have been allocated to various priority works required elsewhere within the Department £181,000, carry forward monies from 2015/16 £35,000, and Local Implementation Plan Programme costs £281,000 and Street Scene works £211,000 which are offset by matching income contributions.
14. Increase of £290,000 due to agreed virements from departmental underspends which have been allocated to various priority works required elsewhere within the Department, £46,000 carry forward monies from 2015/16 for safety improvements to West Smithfield/Poultry Junction.
15. Increase of £890,000 in transfer to reserves from the reduced net operating costs for On-Street parking activities due to additional income from PCN's, parking suspension/dispensations and parking meters.
16. Increase due to additional income for Service Level Agreement relating to Thames Tideway Tunnel Project (£282,000).
17. Increase in income from PCN's (£552,000), parking suspension/dispensation income (£175,000), and parking meter income (£75,000) which is off-set by reduced income from pre-planning application advice £60,000.
18. Reduced transfer from reserves required of £728,000 to Off-Street Parking due to car parks rates re-valuation refund £513,000 and a further reduction in net operating costs of the car parks £215,000, largely due to reduced AWP works.
19. Reduced support services and capital charges due to a decrease in highway infrastructure asset depreciation costs.

Proposed Revenue Budget for 2017/18

20. The provisional 2017/18 budgets being presented to your Committee, and under the control of the Directors of the Built Environment and Culture, Heritage & Libraries, have been prepared within the resources allocated to each Director and in accordance with guidelines agreed by the Policy & Resources and Finance Committees. These include 1% uplift for inflation, as well as the previously approved Service Based Review saving of £275,000 for Street Lighting Review.

21. Overall there is an increase of £1,040,000 between the Committees 2016/17 and 2017/18 original budgets. Table 3 below summarises the movements comprising this increase. A further analysis of the local and central revenue budgets by service is provided in Appendix 2.

Table 3 Provisional Revenue Budget 2017/18	Local or Central Risk	Original Budget 2016-17 £'000	Original Budget 2017-18 £'000	Movement Increase/ (Decrease) £'000	Para Ref
Expenditure					
Employees	L	12,221	12,762	541	23
Premises Related Expenses	L	5,511	5,749	238	24
Premises Related Expenses	C	1,123	1,134	11	
City Surveyor – Repairs & Maintenance	L	1,447	1,863	416	25
Transport Related Expenses	L	28	28	0	
Supplies & Services	L	1,188	1,175	(13)	
Supplies & Services	C	55	90	35	
Third Party Payments	L	3,375	3,489	114	26
Transfer to Reserve	C	4,598	5,192	594	27
Contingencies	C	15	15	0	
Capital Charges	C	202	211	9	
Total Expenditure		29,763	31,708	1,945	
Income					
Grants, Reimbursements & Contributions	L	(188)	(200)	(12)	
Grants, Reimbursements & Contributions	C	(184)	(184)	0	
Customer, Client Receipts	L	(8,029)	(8,804)	(775)	28
Customer, Client Receipts	C	(8,421)	(9,057)	(636)	29
Transfer from Reserves	C	(2,577)	(2,598)	(21)	
Recharges to Capital Projects	L	(3,461)	(3,616)	(155)	30
Recharges to Capital Projects	C	(130)	(130)	0	
Total Income		(22,990)	(24,589)	(1,599)	
Total Local & Central Risk Exp		6,773	7,119	346	
Support Services & Capital Charges					
Central Support & Capital Charges		11,078	11,688	610	
Recharges within Fund		610	675	65	
Recharges Across Funds		(41)	(22)	19	
Total Support Services & Capital		11,647	12,341	694	31
TOTAL NET EXPENDITURE		18,420	19,460	1,040	

22. The significant movements in local and central budgets are explained in the paragraphs below.

23. Increase in employee costs is due to departmental provision for pay award, incremental increases, career grade progression and additional agency staff costs.

24. Increase mainly in highway related recoverable works £300,000, which are offset by matching income contributions from Developers and decrease in electricity costs (£41,000).
25. Increase of £416,000 reflecting changes in composition and phasing of works to the City Surveyors Additional Works Programme.
26. Uplift in contract costs including London Living Wage increases for On-Street and Off Street parking contracts with Indigo.
27. Increase in the transfer to reserve £594,000 reflects the reduced net operating costs for On-Street parking activities mainly due to additional PCN and parking meter income.
28. Increase in income mainly relates to additional highway related recoverable works (£300,000) to cover increased work costs, additional income for Service Level Agreement relating to Thames Tideway Tunnel Project (£282,000) and additional Off-Street car park income (£236,000) which has been identified to meet the proposed SBR saving.
29. Increase relates mainly to additional PCN and parking meter income.
30. Increased recharge to capital projects reflects additional employee costs for staff working on projects which are fully recovered from TFL/S106/S278 monies.
31. Increase in central support services and capital charges reflects the net impact of changes in the budgets of central departments and their apportionment between committees, as shown in Appendix 3. The movement in support services is primarily attributable to increases in capital charges due to additional highway infrastructure asset depreciation costs, as a result of anticipated capital expenditure in respect of the Aldgate project and other capital works including Riverside Walkway, Bank Area Strategy, various street scene and security enhancement schemes.
32. Budgets have provisionally been included for the 2017/18 Additional Works Programme based on bids considered by the Corporate Asset Sub Committee in September 2016. However, a decision on the funding of the programme is not due to be made by the Resource Allocation Sub Committee until January 2017. It may therefore be necessary to adjust budgets to reflect the Resource Allocation Sub Committee's decision. It should be noted that the corporate Building Repairs and Maintenance contract is currently being re-tendered and the new contract will commence on 1st July 2017. Original estimates for 2017/18 are based on the latest available asset price from the current contractor. Any changes to these budgets arising from the new contract will be reported to Committee in due course.

33. The increase of £416,000 in the budget for the City Surveyor's Additional Works Programme reflects changes in the composition and phasing of the works. See Table 4 below.

Table 4 City Surveyor Local Risk Repairs and Maintenance	Original Budget 2016/17 £'000	Original Budget 2017/18 £'000	Movement 2016/17 to 2017/18 £'000
Additional Works Programme	1,154	1,508	354
Planned, Re-active and Cyclical Works			
Highways	158	165	7
Off Street Parking	97	152	55
Town Planning	38	38	0
	293	355	62
Total City Surveyor	1,447	1,863	416

34. A summary of the movement in manpower and related staff costs are shown in Table 5 below.

Table 5 Manpower statement	Original Budget 2016/17		Original Budget 2017/18	
	Manpower Full-time Equivalent	Estimated Cost £000	Manpower Full-time Equivalent	Estimated Cost £000
Director of Built Environment				
Town Planning	51.4	2,788	52.8	2,906
Planning Obligations	2.2	126	2.2	131
Transportation Planning	47.0	2,713	47.0	2,860
Road Safety	5.0	273	5.0	285
Building Control	26.2	1,543	26.2	1,598
Structural Maintenance/Inspections	5.0	316	5	324
Highways	24.8	1,412	24.8	1,518
Traffic Management	17.3	768	17.3	787
Off-Street Parking	2.0	90	2	92
On-Street Parking	13.4	597	13.4	597
Drains & Sewers	8.4	419	8.4	414
	202.7	11,045	204.1	11,512
Director Culture, Heritage & Libraries				
Tower Bridge Operational	27.2	1,176	28.5	1,250
	27.2	1,176	28.5	1,250
Total P&T Committee	229.9	12,221	232.6	12,762

Potential Further Budget Developments

35. The provisional nature of the 2017/18 revenue budget recognises that further revisions may be required, particularly in relation to:
- Decisions on funding of the Additional Work Programme by the Resource Allocation Sub Committee in January 2017;
 - Budget reductions to capture savings arising from the on-going Service Based Reviews; and
 - Central and departmental recharges.

Bridges Repairs, Maintenance and Major Works

36. The functions relating to the control, maintenance and repair of the 5 City river bridges (delegated to Planning and Transportation Committee) is exercised in the City's capacity as trustee of Bridge House Estates (BHE). The main purpose of the BHE charity is the maintenance and support of the bridges. In considering whether or not to expend funds of the BHE, the City Corporation as sole trustee of the charity must ensure expenditure is in furtherance of the charitable purposes and BHE is compliant with the duties on the City as trustee (including to act in the best interests of the charity). See Appendix 4 for a summary of the principal duties and responsibilities of charity trustees.
37. The City as trustee has established a designated fund to meet expenditure on repair, maintenance and works on the bridges, known as the BHE Bridges, Repairs, Maintenance and Major Works Fund. It is operated to provide sufficient resources to meet maintenance costs of the five bridges over a period on 50 years. In accordance with the management of the fund, the schemes have been reviewed and updated in the 50 year projections to 2066/67. These are shown in Appendix 5.
38. The balance of the Fund stood at £142.8m as at 1 April 2016, which comprised of property investments of £30.7m, managed investments of £89.3m and cash of £22.8m. In accordance with the management of the fund, the Director of Built Environment has reviewed and updated the schemes included in the 50 year projections to 2066/67. A summary of the works projection and consequent contributions from Bridge House Estates is shown below in Table 6. The proposed works are considered to be within the purposes of BHE and the planned expenditure appropriate. A supplementary report in respect of the River Camera Project expenditure was considered by your committee earlier during the year.

Table 6: Thames Bridges Repairs, Maintenance and Major Works Fund 50 Year Works and Required Contributions Projection to 2066/67		
	£'000	£'000
Balance brought forward 1st April 2016		(142,802)
Planned expenditure (inflated at 1% pa):		
• Blackfriars Bridge	39,840	
• Southwark Bridge	36,907	
• London Bridge	17,548	
• Millennium Bridge	20,079	
• Tower Bridge	82,354	196,728
Forecast income:		
• Managed Investments	(118,693)	
• Interest Accruing	(4,701)	
• Rental Income from Bridge House Estates	(63,134)	(186,528)
Net balance before planned contributions		(132,602)
Planned contributions to Fund		(72,256)
Forecast balance as at 31st March 2067		(204,858)

39. Within the budgets provided for you as part of the overall Bridges Repairs Fund, there are a number of supplementary revenue projects which will be required to proceed through the gateway approval procedure. The forthcoming projects that will be required to proceed through the gateway approval procedure are summarised in Table 7 below.

Table 7	Project	Budget	Starting Date
Blackfriars Bridge	Parapet repairs/strengthening	£631,000	2017/18-2018/19
Southwark Bridge	Joint replacement & footway strengthening	£1,250,000	2018/19
London Bridge	Floodlighting replacement	£532,400	2017/18
	Bearing replacement/Waterproofing	£2,351,000	2017/18-2019-20
Millennium Bridge	Cable re-tensioning (if required)		2018/19
Tower Bridge	Bascule Deck Replacement	£6,728,000	2016/17
	Window Repair/Replacement	£321,600	2016/17-2017/18
	Walkway and Tower Roofs	£658,800	2016-17-2017/18
	High Voltage System replacement	£505,000	2017/18
All Bridges	River Camera Project	£458,600	2016/17-2019/20

Draft Capital and Supplementary Revenue Budgets

40. The latest estimated costs for the Committee's draft capital and supplementary revenue projects are summarised in Appendix 6. These will be presented to the Court of Common Council for formal approval in March 2017.
41. Pre-implementation costs comprise feasibility and option appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work.
42. It should be noted that the figures in Appendix 6 exclude the indicative costs of schemes which have not yet received authority to start work, such as the capital costs of implementing the street lighting strategy or the Bank Junction improvements.

Appendices

- **Appendix 1** - 2016/17 Latest Local and Central Risk Revenue Budget:
Analysis by Service Managed
- **Appendix 2** - 2017/18 Original Local and Central Risk Revenue Budget:
Analysis by Service Managed
- **Appendix 3** - Support Services and Capital Charges from/to P&T Committee
- **Appendix 4** – Summary of Charity Trustee's role
- **Appendix 5** – Bridges Repairs, Maintenance and Major Fund 50 Year Programme
- **Appendix 6** – Draft Capital and Supplementary Revenue Projects

Contact Chamberlain's Department:

Simon Owen – simon.owen@cityoflondon.gov.uk

Dipti Patel - dipti.patel@cityoflondon.gov.uk

APPENDIX 1

Analysis by Service Managed	Original Budget 2016-17 £'000	Latest Budget 2016-17 £'000	Movement Increase/ (Decrease) £'000	Para Ref and Notes
CITY FUND				
Town Planning	2,450	2,508	58	(i)
Transportation Planning	1,525	1,830	305	(ii)
Planning Obligations	0	0	0	
Road Safety	449	505	56	(iii)
Street Scene	0	0	0	
Building Control	554	475	(79)	(iv)
Structural Maintenance/Inspections	202	188	(14)	
Highways	9,524	8,692	(832)	(v)
Rechargeable Works	0	0	0	
Traffic Management	(721)	(944)	(223)	(vi)
Off-Street Parking	0	5	5	
On-Street Parking	0	88	88	(vii)
Drains & Sewers	479	484	5	
Contingency	15	15	0	
TOTAL	14,477	13,846	(631)	
BRIDGE HOUSE ESTATES				
Bridges	2,037	2,000	(37)	
Tower Bridge Operational	1,906	1,966	60	(viii)
TOTAL	3,943	3,966	23	
TOTAL P&T	18,420	17,812	(608)	

Notes:

- (i) Increased budget due to:
- Departmental underspends re-allocated to a variety of priority projects £220,000
 - Carry forward budgets from 2015/16 £30,000
 - Shortfall in Pre-Planning Application income £60,000
 - Updated methods of apportionment of recharges within fund £60,000
 - Additional income from staff time spent on Thames Tideway Tunnel SLA (£146,000)
 - Changes to phasing of the City Surveyor's AWP (£174,000)
- (ii) Increased budget due to:
- City Transportation recruitment advertising costs £75,000
 - Departmental underspends re-allocated to a variety of priority projects £267,000
 - Updated methods of apportionment of recharges within fund (£37,000)
- (iii) Increased budget due to:
- Carry forward monies £46,000
 - Departmental underspends re-allocated to road safety measures £49,000
 - Salary underspends due to vacancies (£37,000)
- (iv) Reduced staffing costs due to vacancies
- (v) Decreased budget due to:
- Reduced highway infrastructure asset depreciation costs (£561,000)
 - Changes to phasing of the City Surveyor's AWP (£355,000)
 - Additional income for staff time spent on Thames Tideway Tunnel SLA (£39,000)
 - Departmental underspend re-allocated to highway maintenance £140,000

(vi) Decreased budget due to:

- Additional road closure fee income (£50,000) and hoarding and scaffolding licence fee income (£25,000)
- Salary vacancies (£48,000)
- Transfer of Repairs & Maintenance budget to Highways (£56,000)
- Reduced advertising costs (£16,000)
- Funding from TfL for staff time spent on Cycle Superhighway (£27,000)

(vii) Departmental underspends re-allocated for upgrade of Pay & Display machines £88,000

(viii) Additional central support recharges £60,000

APPENDIX 2

Analysis by Service Managed	Original Budget 2016-17 £'000	Original Budget 2017-18 £'000	Movement Increase/ (Decrease) £'000	Para Ref and Notes
CITY FUND				
Town Planning	2,450	2,596	146	(i)
Transportation Planning	1,525	1,545	20	
Planning Obligations	0	0	0	
Road Safety	449	463	14	
Street Scene	0	0	0	
Building Control	554	700	146	(ii)
Structural Maintenance/Inspections	202	199	(3)	
Highways	9,524	10,207	683	(iii)
Rechargeable Works	0	0	0	
Traffic Management	(721)	(740)	(19)	
Off-Street Parking	0	0	0	
On-Street Parking	0	0	0	
Drains & Sewers	479	417	(62)	(iv)
Contingency	15	15	0	
TOTAL	14,477	15,402	925	
BRIDGE HOUSE ESTATES				
Bridges	2,037	2,024	(13)	
Tower Bridge Operational	1,906	2,034	128	(v)
TOTAL	3,943	4,058	115	
TOTAL P&T	18,420	19,460	1,040	

Notes:

- (i) Increased budget due to:
- Employee costs of £118,000 relating to provision for pay award, incremental increases and transfer of funding from Town Clerks for an additional post relating to work on sustainability
 - Increase in central support and capital charges £162,000
 - Changes to phasing of City Surveyor's AWP £79,000
 - Additional income for staff time spent on Thames Tideway Tunnel SLA (£147,000)
 - New income from Planning Performance Agreements (£75,000)
- (ii) Increased budget due to :
- Shortfall in Building Control income £76,000
 - Provision for pay awards and incremental increases £55,000
 - Increase in central support and capital charges of £25,000
 - Reduced software maintenance costs (£10,000)
- (iii) Increased budget due to :
- Additional highway infrastructure asset depreciation costs £462,000
 - Changes to phasing of City Surveyor's AWP £332,000
 - Reduced electricity costs (£39,000)
 - Additional income for staff time spent on Thames Tideway Tunnel SLA (£39,000)
- (iv) Re-allocation of repairs and maintenance budget to Highways services.
- (v) Provision for pay award and increase to security staff costs £74,000, and increase in central support and capital charges £50,000 to reflect a fair split of work between Operational and Tourism.

This page is intentionally left blank

APPENDIX 3

Support Services & Capital Charges from/to Planning & Transportation Committee	Original Budget 2016/17 £'000	Latest Budget 2016/17 £000	Original Budget 2017/18 £000	Para Ref
Support Services and Capital Charges				
City Surveyor's Employee Recharge	360	360	360	
Insurance	659	663	674	
IS Recharges - Chamberlain	845	880	871	
Capital Charges	7,531	6,855	8,069	
Admin Buildings	651	598	706	
Film Liaison Staff Costs	0	0	0	
Support Services:	1,032	1,039	1,008	
Total	11,078	10,395	11,688	
Recharges Within Funds				
Corporate and Democratic Core – Finance Committee	(58)	(58)	(58)	
Directorate Recharge – Port Health & Environmental Services Committee	695	840	760	
Tables & Chairs – Licensing Committee	(27)	(27)	(27)	
Total	610	755	675	
Recharges Across Funds				
Structural Mtce - Open spaces – City's Cash	(40)	(20)	(21)	
City's Cash – Policy & Resources - Statues	(1)	(1)	(1)	
Total	(41)	(21)	(22)	
TOTAL PLANNING & TRANSPORTATION	11,647	11,129	12,341	31

Note: Support Services covers recharges from Chamberlain, Comptroller and City Solicitor, Town Clerk and City Surveyor's departments.

This page is intentionally left blank

Summary of Charity Trustees' role

The City Corporation, acting through the Court of Common Council and committees to which functions of the Bridge House Estates Charity have been delegated, is the sole trustee of the Charity. Therefore all Members of the Court (or those committees) collectively, perform that role. All Charity trustees must always act in the best interests of the Charity and manage any conflicts of interest or loyalty accordingly. When Members of the Court (at the Court itself or across committees) are dealing with business associated with the Charity, they must ensure that the best interests of the Charity are paramount.

The City Corporation, as trustee of Bridge House Estates has the following main duties:-

1. To ensure the charity is carrying out its purposes for the public benefit.
2. To comply with the charity's governing documents and the law.
3. To act in the charity's best interests.
4. To manage the charity's resources responsibly.
5. To act with reasonable care and skill.
6. To ensure the charity is accountable.

The courts have developed principles of trustee decision-making which trustees should be able to show that they have followed. These are that in making decisions about the charity, trustees must:

1. act within their powers (i.e. consistent with the charity's objects and powers.)
2. act in good faith, and only in the interests of the charity.
3. make sure they are sufficiently informed, taking any advice they need.
4. take account of all relevant factors.
5. ignore any irrelevant ones.
6. manage conflicts of interest.
7. make decisions that are within the range of decisions that a reasonable trustee body could make in the circumstances.

While the City Corporation is acting in its general corporate capacity as trustee of Bridge House Estates, the Charity Commission's guidance for Local authorities acting as a charitable Trustee is helpful in providing clarification where an organisation must balance its competing duties and interests (available on their website at :

<https://www.gov.uk/government/publications/local-authorities-as-charity-trustees>); as is the Charity Commission's Conflicts of Interest Guidance, CC29 (also available on their website at:
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/343408/CC29-PDF.pdf)

The report presented to Court of Common Council on 16 January 2014 entitled "The role of the City of London Corporation as Trustee of the Bridge House Estates" clarifies the distinct functions and responsibilities of Committees that conduct business relating to the Charity as they existed at the time, and is listed as a background document to this report.

This page is intentionally left blank

BRIDGES REPAIRS, MAINTENANCE AND MAJOR FUND 50 YEAR PROGRAMME

Bridge	Category	REVISED 2016/17	REVISED 2017/18	REVISED 2018/19	REVISED 2019/20	REVISED 2020/21	REVISED 2021/22	REVISED 2022/23	REVISED 2023/24	REVISED 2024/25	REVISED 2025/26	Later Years to 2067	total
Blackfriars	Building main	1,900	24,700	2,800	102,300	1,600	1,300	1,300	1,300	1,900	3,200	634,623	776,923
Blackfriars	Floodlighting	133,500	10,600	5,000	16,300	5,000	5,000	21,700	5,000	376,300	16,300	1,133,943	1,728,643
Blackfriars	Street lighting	4,800	31,900	30,700	4,700	5,700	4,700	5,600	4,700	4,700	5,700	366,340	469,540
Blackfriars	Electrical	20,700	102,900	20,500	26,000	20,500	20,500	20,500	20,500	20,500	20,500	1,065,085	1,358,185
Blackfriars	Inspections	2,000	5,100	20,500	10,000	2,000	5,000	2,000	5,000	20,500	45,000	823,471	940,571
Blackfriars	Painting	0	0	0	0	0	0	3,000,000	3,000,000	183,570	0	10,012,551	16,196,121
Blackfriars	Civil/Structural	8,200	336,200	311,100	8,100	8,100	214,600	6,328,100	2,308,100	2,958,100	58,100	5,831,316	18,370,016
Blackfriars	All Categories	171,100	511,400	390,600	167,400	42,900	251,100	9,379,200	5,344,600	3,565,570	148,800	19,867,330	39,840,000
Southwark	Building main	2,500	35,400	58,900	2,500	2,900	2,500	3,600	2,500	2,900	2,900	524,295	640,895
Southwark	Floodlighting	12,200	12,100	13,200	12,000	12,000	12,000	12,000	34,400	12,000	12,000	716,276	860,176
Southwark	Street lighting	5,200	18,800	16,700	4,200	4,200	5,200	4,200	5,100	4,200	4,200	493,699	565,699
Southwark	Electrical	3,900	3,800	3,800	3,800	3,800	3,800	3,800	3,800	3,800	3,800	336,023	374,123
Southwark	Inspections	32,400	3,600	5,000	3,600	5,000	26,000	10,000	3,600	5,000	3,600	524,420	622,220
Southwark	Painting	0	0	0	0	0	0	500,000	0	0	0	8,261,291	8,761,291
Southwark	Civil/Structural	6,100	6,100	1,756,000	6,000	85,600	6,000	6,000	6,000	6,000	6,000	15,714,161	17,603,961
Southwark	Park Street Bridge/approaches	88,700	809,000	400,000	1,001,000	1,000,000	2,900	0	1,000	0	1,000	4,175,035	7,478,635
Southwark	All Categories	151,000	888,800	2,253,600	1,033,100	1,113,500	58,400	539,600	56,400	33,900	33,500	30,745,200	36,907,000
London	Building main	2,500	25,300	88,500	2,500	2,900	2,500	2,500	2,500	2,500	2,900	658,752	793,352
London	Floodlighting	29,600	532,400	0	1,600	0	0	0	1,600	0	0	464,871	1,030,071
London	Street lighting	2,000	10,600	22,100	2,000	2,500	4,100	2,000	4,600	2,000	2,000	171,276	225,176
London	Electrical	33,200	105,400	13,200	13,200	13,200	13,200	14,400	13,200	13,200	13,200	820,813	1,066,213
London	Inspections	3,900	2,200	63,200	2,200	3,900	2,200	3,900	2,200	13,200	2,200	458,227	557,327
London	Access/Lifts	152,300	7,100	7,000	19,000	28,200	28,200	7,000	7,000	19,000	7,000	651,957	933,757
London	Civil/Structural	85,100	107,100	2,156,000	1,306,000	6,000	6,000	6,000	6,000	6,000	6,000	6,888,926	10,579,126
London	Approach Vaults	0	5,900	0	3,500	0	3,500	0	5,800	0	3,500	2,267,862	2,290,062
London	Duke St Hill Footbridge	0	1,000	0	5,100	0	1,000	0	1,000	0	5,100	59,714	72,914
London	All Categories	308,600	797,000	2,350,000	1,355,100	56,700	60,700	35,800	43,900	55,900	41,900	12,442,400	17,548,000
Millennium	Building main	3,300	26,100	39,100	475,400	3,300	31,400	3,300	336,260	3,300	3,300	1,706,070	2,630,830
Millennium	Floodlighting	0	5,700	0	0	0	0	5,600	0	0	140,000	626,502	777,802
Millennium	Electrical	7,800	7,800	7,700	7,700	66,000	7,700	7,700	7,700	7,700	7,700	618,725	754,225
Millennium	Painting	0	0	0	0	0	0	0	1,500,000	0	0	6,469,959	7,969,959
Millennium	Inclinators	7,100	113,200	23,000	7,000	17,000	7,000	7,000	807,000	23,000	7,000	4,105,455	5,123,755
Millennium	Struct/Inspections	25,500	21,300	495,000	21,000	64,000	26,000	36,000	21,000	36,000	21,000	2,055,628	2,822,428
Millennium	All Categories	43,700	174,100	564,800	511,100	150,300	72,100	59,600	2,671,960	70,000	179,000	15,582,340	20,079,000
Tower	Building main	739,000	629,500	389,400	135,100	292,400	142,600	90,600	541,300	191,200	258,000	18,713,852	22,122,952
Tower	Floodlighting	27,500	70,700	20,000	20,000	20,000	27,100	20,000	20,000	100,000	0	1,238,152	1,563,452
Tower	Street lighting	41,700	76,800	57,000	13,200	11,000	11,000	11,000	11,000	13,200	11,000	1,298,050	1,554,950
Tower	Electrical	276,300	580,100	470,600	114,400	70,600	1,600	1,600	664,600	45,400	1,600	1,987,579	4,214,379
Tower	Alarms/CCTV	11,100	91,800	90,900	40,900	40,900	40,900	40,900	90,900	40,900	40,900	2,866,833	3,396,933
Tower	Inspections	50,800	31,500	3,900	5,000	3,900	5,000	50,000	10,000	3,900	5,000	790,059	959,059
Tower	Lifts/Access	192,500	108,100	34,000	38,400	99,400	49,000	44,000	32,000	327,000	67,000	4,642,153	5,633,553
Tower	Heating	40,600	505,000	0	0	0	25,000	25,000	0	0	5,000	1,233,769	1,834,369
Tower	Bridge ops sys	3,700	1,600	3,700	1,600	22,300	107,700	3,700	1,600	3,700	20,200	370,385	540,185
Tower	Painting	0	0	0	0	0	0	1,000,000	0	0	0	14,227,191	15,227,191
Tower	Civil/Structural	6,736,200	8,200	58,100	8,100	8,100	8,100	8,100	8,100	8,100	8,100	9,411,455	16,270,655
Tower	Bridge Admin	139,700	149,100	137,600	137,600	137,600	137,600	137,600	147,600	137,600	137,600	7,636,723	9,036,323
Tower	All Categories	8,259,100	2,252,400	1,265,200	514,300	706,200	555,600	1,432,500	1,527,100	871,000	554,400	64,416,200	82,354,000
Total All Bridges	All Categories	8,933,500	4,623,700	6,824,200	3,581,000	2,069,600	997,900	11,446,700	9,643,960	4,596,370	957,600	143,053,470	196,728,000

This page is intentionally left blank

Draft Capital & Supplementary Revenue Projects

Capital & Supplementary Revenue projects - latest estimated costs								
Service Managed	Project	Exp. Pre 01/04/16	2016/17	2017/18	2018/19	2019/20	Later Years	Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000
CITY FUND								
<u>Pre-implementation</u>								
	Street lighting strategy	43	5	2				50
	Roads	65	209	25				299
	Cheapside & Guildhall strategy	157	69	223	320	14		783
	Riverside Walk enhancement strategy	151	137	2				290
	Barbican area strategy	654	172					826
	Eastern city cluster	59	173	131				363
	Bank area strategy	693	744	322	1,100			2,859
	Fenchurch/Monument strategy	205	191	97				493
	St Paul's area strategy	75	77	33				185
	West Smithfield strategy	121	92	58	5	4		280
	Aldgate & Tower area strategy		71	25				96
	Chancery Lane area strategy	6	0	44				50
	Moorgate area strategy		80					80
	Fleet Street area strategy	311	290	40				641
	Liverpool Street area strategy	147	50	12				209
<u>Authority to start work granted</u>								
	Information technology	983	195	58				1,236
	Roads	1,248	11					1,259
	Cheapside & Guildhall strategy	620	19	16				655
	Riverside Walk enhancement strategy	3,787	1,180	342				5,309
	Barbican area strategy	1,079	1,325	2,134	885			5,423
	Cycling	81	937					1,018
	Eastern city cluster	413	788	498				1,699
	Bank area strategy	1,504	2,295	1,525				5,324
	Fenchurch/Monument strategy	689	49	449	65			1,252
	St Paul's area strategy	1,816	56	58				1,930
	Aldgate & Tower area strategy	13,597	6,433	4,398				24,428
	Chancery Lane area strategy	476	392	35				903
	Fleet Street area strategy	45	389					434
	Liverpool Street area strategy	1,916	1,235	252				3,403
	Holborn area strategy	1,449	7					1,456
	Temple & Whitefriars strategy	653	1					654
	Car Parks		50	268	146			464
TOTAL CITY FUND		33,043	17,722	11,047	2,521	18	0	64,351

Service Managed	Project	Exp. Pre 01/04/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	Later Years £'000	Total £'000
BRIDGE HOUSE ESTATES								
<u>Pre-implementation</u>								
Bridge House Estate	River Cameras		30					30
Bridges Repairs Fund	Tower Bridge HV swirtchgear replacement		33					33
Bridges Repairs Fund	Tower Bridge Heating system replacement		10					10
<u>Authority to start work granted</u>								
Bridge House Estate	Tower Bridge relighting	1,869	103					1,972
Bridges Repairs Fund	Tower Bridge bascule re-deck	331	6,607					6,938
TOTAL BRIDGE HOUSE ESTATES		2,200	6,783	0	0	0	0	8,983
TOTAL PLANNING & TRANSPORTATION		35,243	24,505	11,047	2,521	18	0	73,334

Committee(s)	Dated:
Planning and Transportation	13/12/2016
Subject: Valid planning applications received by Department of the Built Environment	Public
Report of: Chief Planning Officer and Development Director	For Information

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
16/00892/FULL Bishopsgate	17, 17A & 17B Liverpool Street London EC2M 7PD	Change of use of ground floor from ancillary station accommodation Class Sui Generis and first and second floor from financial and professional services Class A2 to flexible A1/A2 or A3; alterations to the shopfront at ground floor level.	14/11/2016
16/01188/FULL Bishopsgate	4 - 5 Devonshire Square, London, EC2M 4YE	Change of use of the 1st floor in building 4 from private members club (sui generis) use to a clinic (class D1) use (14sq.m).	18/11/2016
16/01168/FULL Bishopsgate	201 Bishopsgate, London EC2M 3AB	The removal of existing planting and installation of 8 x free standing timber clad planters containing planting and seating within the public realm of Broadgate Plaza.	22/11/2016
16/01224/FULL Bishopsgate	1 Finsbury Avenue London EC2M 2PA	Demolition of connecting link bridges and canopy located above Whitecross Place and reinstatement of existing building elevations to match existing.	23/11/2016
16/01137/FULL Castle Baynard	4 - 8 Ludgate Circus London EC4M 7LF	Installation of 4 (No.) external condensing units on existing flat roof above fourth floor level.	21/11/2016

16/01170/FULL Castle Baynard	15 Fetter Lane London EC4A 1BW	Removal of existing revolving door and pass doors. New glazed entrance area incorporating revolving door and pass doors pushed out to building envelope line with new double height external canopy and cladding to column. Replacement of balustrades to all terraces.	21/11/2016
16/01082/FULL Cornhill	22 Old Broad Street London EC2N 1DP	Alterations to existing shopfront to include creation of a metal fascia panel and installation of new pendant lights under the existing canopy.	20/10/2016
16/01142/FULL Cornhill	45 - 47 Cornhill London EC3V 3PF	Replacement of all existing metal framed windows with new aluminium windows and the installation of new replacement plant equipment at roof level.	01/11/2016
16/01187/FULL Cornhill	45 - 47 Cornhill London EC3V 3PF	Change of use of the second floor from a chiropractor's clinic (Class D1) to offices (Class B1) (64.5sq.m).	14/11/2016
16/01221/FULLR3 Cripplegate	Golden Lane Community Centre, Golden Lane Estate London EC1Y 0RJ	Relocation of door and minor external alterations associated with the refurbishment of the Golden Lane Estate Community Centre (use class D1).	22/11/2016
16/01101/FULL Farringdon Within	3 Hayne Street London EC1A 9HG	Creation of 5 new windows to the north and south elevations.	26/10/2016
16/01146/FULL Farringdon Without	38 Chancery Lane London WC2A 1EL	Change of use of part of the lower ground and ground floor from office (Class B1) to a medical scanning centre (Class D1) (984sq.m) and installation of a new entrance door on Cursitor Street.	08/11/2016
16/01171/FULL Farringdon Without	1 & 2 Temple Gardens, Middle Temple Lane London EC4Y 9AY	Installation of a new boiler and flue	17/11/2016

Committee(s):	Date(s):
Planning and Transportation Committee	13 December 2016
Subject: The Section 106 and Community Infrastructure Levy Monitoring Report	Public
Report of: Director of the Built Environment	For Information
Report author: Chhaya Patel – Principal Planning Officer Rory Sadler – Planning Obligations Officer	

Summary

The report details the progress made in securing and implementing financial and non-financial planning obligations secured under the Community Infrastructure Levy Regulations 2010 (As amended)(CIL), Section 106 (S106) of the Town and Country Planning Act 1990 (The Act) and The London Plan, in the financial year 2015 to 2016. This report provides an analysis for the period 01 April 2015 to 31 March 2016 and includes a financial summary as at 31 March 2016.

The report is divided into two sections under the titles Section 106 and CIL. Within these sections, an overview of each obligation will be provided along with a brief historic background to both S106 and CIL. In addition, a summary of the policies and rates for both charges will be set out before a financial analysis up until 31 March 2016 is delivered. Both parts of the report include sections covering the future projects funded or made feasible through planning obligations and case studies of projects that have already been delivered through S106 contributions. Further topics reported will include; Allocation of Contributions, Risk Management and the purpose of planning obligations.

Recommendation(s)

Members are asked to note the report.

Main Report

Background

1. This is the first monitoring report since 2012 and the first since the adoption of the Planning Obligations Supplementary Planning Document 2014 and the CIL Regulations 2010 (as amended). The City now collects both City CIL and Mayoral CIL.

Current Position

SECTION 106 PLANNING OBLIGATIONS

2. S106 position as at 31 March 2016:

A total of 99 financial agreements had been signed and had reached the first trigger date (e.g. the Date of Commencement - meaning a development has begun and

may trigger the payment or submission to discharge a planning obligation) with a total negotiated value of £164.6 m; some £128.6 m of this had been received. 12 of these were signed in the monitoring period of this report (April 2015 – March 2016).

In accordance with the City's SPD, the City Corporation seeks financial and non-financial planning obligations on developments where there is a net increase of gross internal area of 500 square metres and above. Table 1 below outlines changes to the thresholds and rates applied to developments since the last monitoring report.

Table 1 – Summary of Financial Requirements (City SPD, 2014)

Development Type	Threshold	S106 obligation
Mayoral Crossrail S106	500m2 GIA Office Retail Hotel	£140 per m2 net increase £90 per m2 net increase £61 per m2 net increase
Affordable Housing (Commercial development)	500m2	£20 per m2 net increase
Affordable Housing (Residential development)	10 or more units	£165,000 per unit Off-Site OR 30% Provision On-Site
Local training, skills, and job brokerage	500m2 GIA (commercial) 10 units or more (Residential)	£3 per m2 net increase
Carbon Offsetting	35% improvement in CO2 emissions over 2013 Building Regulations	£60 per tonne of carbon to be offset over a 30 year period

Additional Planning Obligations Secured

Your committee will be aware that section 106 agreements secure non-financial obligations to achieve wider mitigation measures, which cannot be bound by condition. Table 2 highlights additional planning obligations secured in the monitoring period of this report.

Table 2 – Additional Section 106 Planning Obligations Secured

Department	Non-Financial Obligation
Local Community Facilities and the Environment	Open Space Works
	Site Specific Mitigation
	Evaluation & Design
	Off-Site Public Realm Maintenance
	West Smithfield Project
	Tree Replacement
	Guinness South Project
	Landscaping
Public Lift Provision	

Transportation Improvements	Public Highways
Education	Education
Transport for London	Bank Station Upgrade
	Cycle Hire Provision
	Bus Stop Improvement Works
	Cycle Super Highway
City of London	Monitoring
	Wind Mitigation Survey
	Counter Terrorism
	Television Survey
	Utilities Connection Survey
	Carbon Offsetting Assessment
	Local Procurement
	Local Training, Skills and Job Brokerage Strategy
	Affordable Housing
And any other site specific mitigation measures as may be required to make the development acceptable	

Since the introduction of S106, the overall summary of the financial position as of 31 March 2016 is given in Table 3. This table identifies the scale of activity arising from financial S106 agreements and demonstrates the scale of financial obligations negotiated and secured by the City Corporation. Table 4 represents the distribution of signed contributions.

Table 3 -Summary of Financial S106 Agreements as at 31 March 2016

	Number of Agreements	Value of Agreements	Amount Received	Amount Expended
Signed and Triggered	99	£164.6 m	£128.6 m	£51.8 m
Signed NOT Triggered likely to proceed	49	£62.1 m	-	-
Signed NOT Triggered progress unknown	8	£9.27 m	-	-
Total Signed NOT Triggered	57	£71.3 m	-	-
Grand Total Signed Agreements	156	£235.9 m	£128.6 m	£51.8 m
Agreements not signed but with Committee	11	£9.2 m	-	-

Approval				
Overall Potential Total	167	£245.1 m	£128.6 m	£51.8 m

Table 4 - S106 Signed Potential Contribution Allocation as at 31 March 2016

	April 2010 – March 2012	April 2012 – March 2013	April 2013 – March 2014	April 2014 – March 2015	April 2015 – March 2016	Total
Affordable Housing	£21.3 m	£0.5 m	£28 m	£6.2 m	£3.7 m	£59.7 m
Local Training, Skills and Job Brokerage	£2.5 m	£0.087 m	£0.6 m	£0.8 m	£0.49 m	£4.48 m
Local Community Facilities and the Environment	£29.7 m	£1.1 m	£6.3 m	£7.28 m	£1.4 m	£45.78 m
Transportation Improvements	£14.8 m	£0.46 m	£1.9 m	£3.6 m	£0.4m	£21.16 m
Crossrail	£35.1 m	£1.25 m	£14.9 m	£24.3 m	£16.66 m	£92.21 m
Total	£103.4 m	£3.4 m	£51.7 m	£42.18 m	£22.68 m	£223.36 m

Table 5 – S106 Contributions received and spent as at 31 March 2016

	Affordable Housing	LCE	Training	Transport	Total
Received	£56.2m	£45.6m	£4.4m	£22.5m	£128.6m
Interest	£1.3m	£2.6m	£0.1m	£1.1m	£5.2m
Spent	£18.4m	£22.1m	£3.0m	£8.2m	£51.8m
Balance	£39.0m	£26.2m	£1.5m	£15.3m	£82.0m

As at 31 March 2016, £38.8m in Crossrail Contributions has been received through S106 agreements and this total has been transferred to TfL.

A total of £1.14m worth of contributions has been received towards monitoring purposes as at 31 March 2016. Of this total, £0.4m has been expended and there is a remaining balance of £0.74m.

Projects Funded Through S106 Contributions

Air Quality

Section 106 contributions have been used to support air quality monitoring and data management in the City as major developments potentially generate an increase in servicing and deliveries to and from the site. Therefore S106 contributions are used to support Air Quality monitoring. For example, S106 contributions were used to purchase the PM10 analyser in Farringdon Street for which the data contributes to the City Air Quality Monitoring Network which is managed and made available to the public by Kings College London at www.londonair.org.uk.

Local Procurement

The City of London views local procurement as an effective means of stimulating the economies of neighbouring boroughs, promoting small business growth and associated job creation opportunities for the City's residents.

As part of their S106 obligations, developments that meet the threshold must submit a local procurement strategy prior to starting work on site. The strategy must outline initiatives that will ensure reasonable endeavours are made to spend 10% of the development's goods and services budget with small and medium sized businesses (SMEs) in the City and neighbouring boroughs.

The New Economics Foundation has calculated that every £1 spent with a local supplier is worth £1.76 to the local economy, and only 36 pence of it is spent out of the area. That makes £1 spent locally worth almost 400 per cent more.

Local Procurement Benefits 2015 – 2016:

- £41,525,158 was spent with locally based SMEs in financial year 2015 to 2016 on goods and services such as scaffolding, plant equipment, plant hire, masonry and timber supplies.
- 50 separate contracts were placed with 47 local SMEs.

Local Employment and Training

The City's Economic Development officers are committed to working with our partners in the private and public sectors to raise the skills levels and maximise the employment opportunities of residents in the City and neighbouring boroughs

Local Training, skills and job brokerage is supported by S106 planning obligations in two forms: the requirement that developers sign up to a local training, skills and job brokerage strategy that states their approach to meeting a target of 20% of local labour in the construction phase; and financial contributions to support training and employment initiatives in the City and neighbouring boroughs.

Local Employment and Training Benefits 2015 – 2016:

Construction: local employment is measured in person-hours of employment for residents in the qualifying fringe boroughs. At the end of 2015 - 2016 financial year, development sites in the City had generated 1,909,368 paid hours of construction employment, of which 156,013 (8.2%) came from local employees resident in the City fringe boroughs.

Other employment and training initiatives in the same period delivered the following benefits:

- 66 residents acquired a job through the Cheapside & Aldgate employment programme.
- 261 residents received work-related learning opportunities through programmes such as Career Ready, City Talent, and the Higher Education Access Project.
- 3,298 residents took part in introductions to City-type jobs through programmes such as City Careers, Open House, Future First and Subjects in the City.

Affordable Housing

The City of London requires that 30% of new housing in the City is provided as affordable housing or as a financial contribution equivalent to 60% of the proposed new housing, to deliver affordable housing elsewhere.

The most notable projects that have been through cash in lieu contributions that are currently underway include:

- Avondale Square – Redevelopment of the Community Centre to provide 18 units.
- 1 Tower Bridge, Horace Jone House – 43 Units
- Middlesex Street – 24 Units

City Public Realm

A series of area enhancement strategies set the vision for the future based on the local environment and street scene. The impact of development requires enhancements to be made near to the site. Improvements can include transport improvements or the renovation of public spaces. Over the last fourteen years, in excess of 150 enhancement schemes have been delivered, many of which have been funded through S106 contributions and examples of these are set out below.

Past scheme of note include

- St Pauls Churchyard – winner of the London Planning Awards 2010 - 2011 for 'Best Historic Building Management'
- Cheapside improvement project – Winner of CIHT Award 2013

Recently completed and on-going S106 funded projects of note include:

- St Andrews Holborn - winner of the London Planning Awards 2015 - 2016 for 'Best New Public Space'
- Sculpture in the City (on-going) – Awarded several awards

Those of note that are under construction or within current developments include:

- Mitre Square
- Barts Close
- Aldgate project

Future S106 Projects and Obligations

The Local Plan sets out how the City will develop up to 2026 and beyond and provides the framework for current and future planning obligations. The plan and SPD provide flexibility for the type of obligations sought to change in response to changing circumstances. This is being achieved by introducing new obligations, one example of a future non-financial obligation is for developers to consider, fund and maintain 'Counter-Terrorism Measures' in the vicinity of the site in accordance with Policy 7.13 of the London Plan (March, 2016).

The growing need to support SME's and start-up businesses has also been recognised. Policies 4.1 and 4.8 of the London Plan support the provision of floor space for start-ups. Where appropriate in major developments and if necessary, obligations to secure areas for start-ups are secured in future agreements.

'Consolidated Deliveries' will also feature as a non-financial obligation in accordance with Policy 6.14 of the London Plan. This is necessary to allow continued development, particularly within the Eastern Cluster of the City. Finally, public access to open spaces within developments is a recent concept within the City and 'Access to Roof Gardens' is an obligation that is considered to be significant. Many new developments incorporate roof gardens within their designs.

S106 Financial Contributions that fund infrastructure projects identified within the CIL Regulation 123 List will no longer be sought through S106 agreements. CIL is intended to replace much of the planning obligation's mechanism for the funding of infrastructure. Regulations prevent the double charging of CIL and S106 to fund the same piece of infrastructure. To reflect the changed approach, S106 planning obligations have been scaled back to cover:

- Site-specific mitigation, necessary to make a development acceptable in planning terms.
- Affordable housing Provision.
- Contributions to revenue projects, including training and skills provision;
- Non-financial obligations arising from the development plan to mitigate the impact of the development.

Air Quality – LEN Project

The Mayor of London has awarded the City of London Corporation £990,000 over three years to implement a 'Low Emission Neighbourhood' (LEN) in the Barbican, Guildhall and Barts area. The City Corporation is match funding the Mayor of London's contribution. The City of London LEN is one of five that will be set up across eight boroughs that will come into full effect by the start of 2019. The 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.

Officers continue to work on developing a variety of projects to deliver the aims of the LEN, utilising S106 contributions and obligations where necessary.

COMMUNITY INFRASTRUCTURE LEVY

CIL position as at 31 March 2016:

A total of 67 planning applications have been received since 2012 and all were CIL liable; 21 of which contributed £2.8m towards the City CIL (July, 2014). All of the 67 applications contributed a combined total of £12.5m towards the Mayoral CIL.

The Community Infrastructure Levy is a charge on new development and is used to help fund the provision of infrastructure in the City of London. The CIL operates through a charging schedule supported by a 'Regulation 123 list', which outlines the infrastructure that will be funded. CIL will be charged on most new development where there is an increase of more than 100 square metres (sqm) of new floorspace, or one or more new dwellings (irrespective of the increase in floorspace). However some developments may be eligible for relief or exemption from the Community Infrastructure Levy. Further information on relief from CIL can be found in Part 6 of the Community Infrastructure Levy Regulations 2010 (as amended).

The table below outlines the CIL rates charged on new developments where there is an increase in GIA of 100 sqm or above, based on the type of land use and the zone in which the development is located in. Also included are 'Nil Rates' for planning applications which are exempt from CIL due to their proposed use.

Table 6 – Summary of Financial Requirements (City SPD, 2014)

Land Use	Zone	City CIL Rate (£ per m2)	Mayoral CIL Rate (£ per m2)
Offices	City-wide	£75	£50
Residential	Riverside	£150	£50
Residential	Rest of City	£95	£50
Development used wholly or mainly for the provision of medical or health services, except the use of premises attached to the residence of the consultant or practitioner	City-wide	Nil	Nil
Development used wholly or mainly for the provision of education as a school or college under the Education Acts or as an institution of higher education	City-wide	Nil	Nil
Development used wholly or mainly for the operational purposes of the emergency services	City-wide	Nil	Nil
All other uses	City-wide	£75	£50

Infrastructure to be funded by the City CIL in accordance with the 2014 Regulation 123 List includes:

- Community facilities
- Decentralised energy facilities
- Education facilities
- Emergency services facilities
- Flood defence and flood risk alleviation
- Pipe subways
- Play space facilities
- Publicly accessible open space, sports and recreation facilities
- Public health care facilities
- Public realm enhancement
- Transport improvements

City CIL Overview for 2014 – 2016

The overall summary of the financial position for income generated by City CIL between July 2014 and September 2016 is given in Table 7.

Table 7 – City CIL collected between July 2014 and March 2016

Monitoring Period	Amount Received (£)	Number of Applications
July 2014 – March 2015	£152,250.00	1
April 2015 – March 2016	£2,613,926.00	20
Total	£2,766,176.00	21

CIL Contribution Allocation

The City's Priorities Board, reporting to the Resource Allocation Sub-Committee, has been set up to decide the allocation of CIL to progress. Funds for new projects are allocated in accordance with the agreed distribution below:

- CIL Admin – 5%
- Neighbourhood CIL – 15%
- Public Realm and Local Transport – 40%
- Social and Community Enhancement – 10%
- Open Spaces – 5%
- Unallocated Contingency – 25%

Mayoral CIL Financial Overview for April 2012 – March 2016

The Mayoral Community Infrastructure Levy (CIL) applies to new developments granted planning permission on or after 1 April 2012 where there is an increase of more than 100 square metres (sqm) of new floorspace, or one or more new dwellings (irrespective of the increase in floorspace). The Levy will be used towards funding Crossrail and is collected by the London boroughs. CIL liabilities are reported back to TfL on a quarterly basis. The City of London is currently the 7th largest contributor out of the 35 boroughs working with TfL to collect the Mayoral CIL. Table 8 provides an overview for the financial years from April 2012 through to March 2016.

Table 8 – Mayoral CIL collected between April 2012 and March 2016

Year	Received	Number of Applications
April 2012 – March 2013	£1,034,950.00	4
April 2013 – March 2014	£4,132,794.51	13
April 2014 – March 2015	£2,279,790.66	19
April 2015 – March 2016	£5,068,751.98	31
Total	£12,516,287.15	67

City CIL Administration

Administration charges are set at a rate of 5% in accordance with CIL regulations 2010 (as amended). It is proposed to review this charge on a regular basis to ensure that the overwhelming majority of revenue from the levy is directed towards infrastructure provision as stated by the 2011 CIL Overview. Since the levy was first introduced in July 2014, a total of £149,043 has been allocated to the costs associated with administering the levy, £99,941 of which has been spent leaving a CIL admin balance of £49,102.

Mayoral CIL Administration

Since the levy was introduced in April 2012, £500,793 has been allocated for monitoring purposes and £61,932 of that has been spent leaving a balance of £438,861.

Proposals

3. It is proposed that the Mayoral CIL administration fee of 4% per application should be reviewed over the next 6 months to ensure that it covers the City's associated costs accurately.

Corporate & Strategic Implications

4. The Department of the Built Environment has developed a vision to create and facilitate a leading future world-class city. Some examples of the key programmes and projects that are aligned to delivering this vision that are currently and will be supported through S106 contributions and planning obligations are:
 - **Future Streets and Public Realm** – Developing evidence and policy to reallocate more highway space from motor vehicles to people
 - **Future City Smart** – To ensure efficient, secure, resilient and responsive City Infrastructure by supporting excellent public transport and utilities and helping to deliver the Superfast City Programme for excellent wireless, Wi-Fi and wired communications
 - **Future Sustainable City** - To make the City an even more sustainable place by encouraging more travel in the City by sustainable modes such as walking, cycling and public transport.

These key projects form part of both The Department of the Built Environment's Business Plan 2016 – 2019 and the City of London's Corporate Plan 2015 – 2019. The Corporate Plan states that the City's vision is to maintain high quality, accessible and responsive services benefiting its communities, neighbours, London and the nation. Planning obligations have been and will be constructed and delivered in a way that supports and reflects both the City's Departmental and Corporate plans.

Implications – Financial Implications

5. S106 contributions are usually time limited. The report sets out the risk of contributions being unspent and the actions being taken to mitigate this risk of returning unspent sums. Officers have taken action to address this risk by renegotiating S106 agreements or negotiating an extension of time to deliver projects. The amount that is potentially returnable will be reported on in the next Monitoring Report.

There are four main areas of risk to the City in relation to S106 agreements. Taking each of the risks and mitigation in turn:

1. Risk: The City might fail to negotiate satisfactory mitigation.

Mitigation: Supplementary Planning Guidance has been developed to highlight the potential impacts of new development. Extensive consultation with officers, departments and Members is undertaken to identify these and as such this risk has been minimised.

2. Risk: The City, having secured a S106 agreement to mitigate the impact of a development, subsequently fails to ensure that the developer fulfils their obligations (both monetary and non-financial).

Mitigation: There is a dedicated staff resource, funded via S106 contributions, to monitor planning obligations keeping this risk to a minimum. S106 software has been procured which will unify the monitoring and administration process of deeds and obligations. This system will enhance the entire S106 procedure from the drafting of

the deed up to the discharging of the final obligation. Members are advised of progress via individual project reports and through the Monitoring Report.

3. Risk: The City fails to maximise the opportunities provided by monetary contributions to benefit the City in mitigating the impact of development.

Mitigation: The spending department or team is allocated the contribution and an evaluation and design report is prepared in line with the original bid in order to secure satisfactory mitigation. The Project Subgroup, Priorities Board and other committees determine where there is a degree of discretion available in utilising funds to mitigate developments for the wider benefit of the City.

4. Risk: The City fails to deliver the necessary schemes and/or expend all of the contributions received in accordance with and within the time period specified in the agreement, resulting in funding returned to the developer.

Mitigation: Chief Officers responsible for planning and delivering associated schemes are advised of the receipt of funds, the purpose of those funds and the date (or estimated date when only this information is available) by which they must be spent. In cases where the date for paying back principal contributions is approaching, the City may seek with the developer to secure a longer timeframe in which to apply the contribution and deliver a project. This is closely monitored to reduce the risk.

In some cases contributions, particularly in relation to Transportation Improvements, Training Skills and Job Brokerage, Local Community Enhancements and Affordable Housing, are put together (pooled) to secure larger strategic schemes. In such cases the City may plan to spend the contribution closer to the date of return in order that it can be combined with resources secured at a later date. Return dates are usually a set time frame, usually 5, 10 or 20 years, following practical completion of a development.

Unspent Sums

Uncertainty of repayment dates arises in the majority of cases as practical completion has not yet been reached and the repayment date cannot be calculated. Monitoring of development programmes (where the information is available) and regular updates from the Development of the Built Environment's Monitoring Team and the City Surveyor takes place to provide an indication of key milestone dates and informally estimate potential return dates.

In a small number of cases failure by the developer to notify the City of the key milestone date can leave the City uncertain of the time frame to spend a contribution. More recent agreements have a clause which links compliance with the obligation to notify the City of key events with the repayment clause. If the notification clause is not complied with, then the repayment clause would not be triggered.

Conclusion

6. S106 software has been procured which will unify the monitoring and administration process of deeds and planning obligations. This system will enhance the entire S106 procedure from the drafting of the deed up to the discharging of the final obligation. This software will help mitigate many of the

risks discussed in paragraph 1.9 of this report by providing a more efficient and up to date monitoring system.

S106 Financial Contributions that fund infrastructure projects identified within the CIL Regulation 123 List will no longer be sought through S106 agreements. CIL is intended to replace much of the planning obligation's mechanism for the funding of infrastructure. Regulations prevent the double charging of CIL and S106 to fund the same piece of infrastructure. To reflect the changed approach, S106 planning obligations have been scaled back to cover:

- Site-specific mitigation, necessary to make a development acceptable in planning terms;
- Affordable housing;
- Contributions to revenue projects, including training and skills provision;
- Other non-financial requirements arising from the development plan and London Plan as addressed in this report.

S106 contributions have reduced since the introduction of CIL and the supporting policies which has therefore reduced the associated risks covered in paragraph 1.9 of this report.

The City has a robust policy regarding planning obligations and despite challenges experienced by the development industry planning obligations and S106 contributions continue to be secured by the City for our environment, residential and working community. The City will continue to apply contributions in line with government, the Mayor of London and the City's own policy balancing the needs and wants of the City community and environment with the aspirations of the development community.

The Monitoring Report is attached in Appendix 1 - A as it will be published on the City website by 31 December 2016.

Appendices

Appendix 1: The Section 106 and Community Infrastructure Levy Monitoring Report

Background Papers:

- City of London - Corporate Business Plan
- City of London – Department of the Built Environment Business Plan 2016/19
- City of London - Community Infrastructure Levy Regulation 123 List
- City of London - Local Plan, January 2015
- City of London - Planning Obligations Supplementary Planning Document, July 2014
- Crossrail Funding – Supplementary Planning Guidance, TFL March 2016
- The Community Infrastructure Levy Regulations 2010 (As Amended)
- The London Plan March 2016
- Town and Country Planning Act 1990

Contacts

Chhaya Patel

Principal Planning Officer

T: 020 7332 1191

E: Chhaya.Patel@cityoflondon.gov.uk

Rory Sadler

Planning Obligations Officer

T: 020 7332 3930

E: Rory.Sadler@cityoflondon.gov.uk


This page is intentionally left blank

City of London

The Section 106 & Community Infrastructure Levy

Monitoring Report





Section 106 and CIL Planning Obligations Financial
Monitoring Report for the period of 1st April 2015 to 31st
March 2016 and a financial summary as at 31st March 2016,
with relevant and supporting background information

Monitoring Report

The Community Infrastructure Levy and Section 106 Planning Obligations
Financial Monitoring Report for the period of 1st April 2015 to 31st
March 2016 and a financial summary as at 31 March 2016.

Ward: All

Report of: Director of the Built Environment

Public: For information

The Committee's monitoring arrangements for the implementation of the adopted Supplementary Planning Guidance on Planning Obligations were set out in July 2014.

The report details the progress made in securing and implementing financial and non-financial planning obligations secured under the Community Infrastructure Levy (CIL), Section 106 (S106) of the Town and Country Planning Act 1990 (The Act) and The London Plan, in the financial year 2015 to 2016. This report provides an overall position as at 31 March 2016 and includes a financial summary as at 31 March 2015.

The report is divided into two sections under the titles Section 106 and CIL. Within these sections, a summary of the agreed planning obligations will be provided along with a brief historic background to both S106 and CIL. In addition, a summary of the policies and rates for both charges is set out before a financial analysis up until 31 March 2016 is delivered. Both parts of the report include sections covering the future projects funded or made feasible through planning obligations and case studies of projects that have already been delivered through S106 contributions. Further topics reported include; Allocation of Contributions, Risk Management and the purpose of planning obligations.

S106 position as at 31 March 2016:

- A total of 99 financial agreements had been signed and had reached the first trigger date (e.g. the Date of Commencement - which means a development has begun and may trigger the payment or submission of an obligation) with a total negotiated value of £164.6 m; some £128.6 m of this had been received. 12 of these were signed in the monitoring period of this report (01 April 2015 – 31 March 2016).

CIL position as at 31 March 2016:

- A total of 67 planning applications received since 2012 were CIL liable; 21 of which contributed £2.8m towards the City CIL (July 2014) and all of the 67 applications contributed a combined total of £12.5m towards the Mayoral CIL.

Contents

S106 & CIL Monitoring Report	3
Summary	3
Recommendations	3
Part 1: Section 106 Planning Obligations	6
1.1- The History of Section 106	6
1.2 - Section 106 Policy and Rates	7
Table 1 – Summary of Financial Requirements (City SPD, 2014)	7
Table 2 – Additional Section 106 Planning Obligations Secured	8
1.3 – Section 106 Monitoring and Administration	9
1.4 - The purpose of Planning Obligations	10
1.5 – S106 Financial Overview up to March 2015	10
Table 3 - Summary of Financial S106 Agreements as at 31 March 2015	11
Table 4 - S106 Signed Potential Contribution Allocation as at March 2015	11
Table 5 - S106 Signed Potential Contribution Allocation as at March 2015	12
1.6 – S106 Financial Analysis for April 2015 - March 2016	12
Table 6 - Summary of All Financial S106 Agreements April 2015 – March 2016	12
Table 7 - S106 Contributions Secured April 2015 – March 2016	13
Table 8 - S106 Contributions Received & Spent April 2015 – March 2016	13
1.8 - Future S106 Projects and Obligations	18
1.9 - Risk Management & Mitigation	19
1.10 - Conclusion	20

Part 2: The Community Infrastructure Levy	22
2.1 - CIL Overview	22
2.2 - The History of CIL	22
2.3 - CIL Policy and Rates	22
Table 1 – Summary of Financial Requirements (City SPD, 2014)	23
2.4 - The purpose of CIL	23
2.5 – CIL Contribution Allocation	24
Table 2 – City CIL collected between July 2014 and March 2016	24
2.7 - Projects funded by CIL	25
2.8 – Mayoral CIL Financial Overview for April 2012 – March 2016	25
Table 3 - Mayoral CIL collected by the City between April 2012 & March 2016	25
2.9 – Mayoral CIL - Financial Analysis for 2015-2016	26
2.10 – Administration Spend	26
Mayoral CIL April 2012 - September 2016	26
2.11 - Future Projects and spending of CIL	27
2.12 - Conclusion	27
Consultation	27
Glossary of Terms	28
Where are the relevant forms?	29
Information for levy authorities	30
Background Papers and Relevant Legislation	31
Contacts	33
Appendix	34
Mayoral CIL Applications 2015-2016	34
City CIL Applications 01 April 2015 – 31 March 2016	35
S106 Applications 01 April 2015 – 31 March 2016	36



Part 1: Section 106 Planning Obligations

1.1- The History of Section 106

The legislative basis for planning obligations is contained within the Town and Country Planning Act 1990 (as amended), the Community Infrastructure Levy Regulations 2010 (as amended) and the National Planning Policy Framework (NPPF, 2012). In particular NPPF paragraph 204 sets out three statutory and policy tests for the use of such legally enforceable planning obligations and indicates that:

“A planning obligation may only constitute a reason for granting planning permission for the development if the obligation is:

- (a) necessary to make the development acceptable in planning terms;
- (b) directly related to the development; and
- (c) fairly and reasonably related in scale and kind to the development.”

1.2 - Section 106 Policy and Rates

Planning obligations (often called S106 agreements) are legal agreements with developers for the provision of, for example, affordable housing, local training and jobs, and site-specific mitigation measures to alleviate the impacts of a development proposal. A S106 agreement is intended to make a development acceptable that would otherwise be deemed as unacceptable, by offsetting the impact by making specific location improvements.

The City's Planning Obligations Supplementary Planning Document (SPD) sets out how S106 planning obligations in the City of London will be applied and explains how obligations are operated, within the context of the City of London Local Plan. Further information is set out in paragraph 75 of the SPD.

In accordance with the City's SPD, the City Corporation seeks financial and non-financial planning obligations on developments where there is a net increase of gross internal area of 500 square metres and above. Table 1 below outlines the thresholds and rates that are applied in regards to financial obligations as well as housing obligations in terms of units.

Table 1 – Summary of Financial Requirements (City SPD, 2014)

Development Type	Threshold	S106 obligation
Mayoral Crossrail S106	500 m2 GIA Office Retail Hotel	£140 per m2 net increase £90 per m2 net increase £61 per m2 net increase
Affordable Housing (Commercial development)	500 m2	£20 per m2 net increase
Affordable Housing (Residential development)	10 or more units	£165,000 per unit Off-Site OR 30% Provision On-Site
Local training, skills, and job brokerage	500 m2 GIA (commercial) 10 units or more (Residential)	£3 per m2 net increase
Carbon Offsetting	35% improvement in CO2 emissions over 2013 Building Regulations	£60 per tonne of carbon to be offset over a 30 year period

Additional Planning Obligations Secured

Some Section 106 agreements secure wider obligations that achieve other mitigation measures, which cannot be bound by condition. Table 2 highlights the majority of additional planning obligations secured in the monitoring period of this report.

Table 2 – Additional Section 106 Planning Obligations Secured

Department	Non-Financial Obligation
Local Community Facilities and the Environment	Open Space Works
	Site Specific Mitigation
	Evaluation & Design
	Off-Site Public Realm Maintenance
	West Smithfield Project
	Tree Replacement
	Guinness South Project
	Landscaping
	Public Lift Provision
Transportation Improvements	Public Highways
Education	Education
Transport for London	Bank Station Upgrade
	Cycle Hire Provision
	Bus Stop Improvement Works
	Cycle Super Highway
City of London	Monitoring
	Wind Mitigation Survey
	Counter Terrorism
	Television Survey
	Affordable Housing
	Utilities Connection Survey
	Carbon Offsetting Assessment
	Local Procurement
	Local Training, Skills and Job Brokerage Strategy
	Any other site specific mitigation measures as may be required to make the development acceptable

International House, Mitre Square – Planning Obligation Example

The proposed development located close to a school would cause unacceptable noise and dust nuisance during the demolition and construction phases. The agreement required the developer to place monitors on the school to measure the dust and noise levels and install double glazing to windows and air conditioning units to avoid having to open windows during noisy and polluting works. The mitigation works to the school were completed prior to the commencement of the development.

1.3 – Section 106 Monitoring and Administration

S106 Administration and Monitoring Charges

The administration and monitoring of planning obligations after completion of the agreement requires the input of significant resources. This relates to a range of activities which arise directly from the grant of planning permission for development and are necessary to ensure that measures to mitigate the development impacts are properly carried out. Costs associated with this work are distinct from any costs associated with processing a planning application and from legal fees. In most cases these costs are on-going after a development has been completed and it is appropriate therefore that they are borne by the developer. The contributions and obligations which the City determines are necessary to make the development acceptable in planning terms require evaluation of approvals, on-going monitoring, reviews and in some cases considerable officer involvement, following the payment of contributions or submission of strategies for approval.

Monitoring Costs

The revenue generated from this fee will be used towards S106 administration and monitoring purposes only. Examples of activities carried out by the Corporation to facilitate planning obligations include:

- Calculating non-financial and financial obligations, instructing officers throughout the City, TfL/GLA and other interested parties.
- Ensuring the details of all agreements including monitoring agreements are accurately recorded on a database (including site visits to check for implementation and other triggers, as necessary);
- Correspondence associated with requirements and payment of financial contributions (including index linked calculations);
- Receipt and monitoring of financial contributions
- Reminders/enforcement action taken if appropriate;
- Ensuring that contributions are spent in accordance with the terms of agreements including any expenditure deadlines;
- Coordinating and assessing discharge of both non-technical and technical plans and strategies

These fees will be reviewed from time to time to ensure that they continue to cover City Corporation's costs associating with the obligations. The charging rates to cover the Monitoring costs are either 1% of the total value of Financial Contributions or £250 for the submission and monitoring of non-financial obligations.

Monitoring Contributions Financial Review as at March 2016

A total of £1.14m worth of contributions has been received towards Monitoring costs as at 31 March 2016. Of this total, £0.4m has been spent and there is a remaining balance of £0.74m.

1.4 - The purpose of Planning Obligations

Section 106 agreements are utilised to mitigate the impact of a development and obligations are negotiated to make aspects of the development acceptable that would have otherwise not been. The contributions received are allocated to a variety of projects or schemes that are focused on enhancing the City, from improving Open Spaces to supporting local businesses.

The Department of the Built Environment has developed a vision that is creating and facilitating the leading future world-class city. Some examples of the key programmes and projects that are aligned to delivering this vision and that are currently and will be supported through S106 contributions and obligations are:

- **Future Streets and Public Realm** – Developing evidence and policy to reallocate more highway space from motor vehicles to people.
- **Future City Smart** – To ensure efficient, secure, resilient and responsive City Infrastructure by supporting excellent public transport and utilities and helping to deliver the Superfast City Programme for excellent wireless, Wi-Fi and wired communications.
- **Future Sustainable City** - To make the City an even more sustainable place by encouraging more travel in the City by sustainable modes such as walking, cycling and public transport.

These key projects form part of both The Department of the Built Environment's Business Plan 2016 – 2019 and the City of London's Corporate Plan 2015 – 2019. The Corporate Plan states that the City's vision is to maintain high quality, accessible and responsive services benefiting its communities, neighbours, London and the nation. Planning obligations have been and will be constructed and delivered in a way that supports and reflects both the City's Departmental and Corporate plans.

1.5 – S106 Financial Overview up to March 2015

As at 31 March 2015:

A total of 87 financial agreements had been signed and had reached the first trigger with a total negotiated value of £160.1m; some £102.1m of this amount had been received. As at 31 March 2015, interest accrued overall amounted to £5.2m The following are significant agreements triggered in the reporting period as examples:

- 40 Leadenhall Street Value £16.4 m
- 70 Farringdon Street Value £5.5 m
- Mitre Square Value £5.2 m

The overall summary of the financial position as of 31 March 2015 is given in Table 3. This table identifies the scale of activity arising from financial S106 agreements and demonstrates the scale of the financial obligations negotiated and secured by the City Corporation.

Table 3 - Summary of Financial S106 Agreements as at 31 March 2015

	Number of Agreements	Value of Agreements	Amount Received	Amount Expended
Signed and Triggered	87	£160.1 m	£102.1 m	£43.5 m
Signed NOT Triggered likely to proceed	33	£43.8 m	-	-
Signed NOT Triggered progress unknown	8	£9.3 m	-	-
Total Signed NOT Triggered	41	£53.0 m	-	-
Grand Total Signed Agreements	128	£213.1 m	£102.1 m	£43.5 m
Agreements not signed but with Committee Approval	11	£9.2 m	-	-
Overall Potential Total	139	£222.3 m	£102.1 m	£43.5 m

* The amount received varies to that agreed, as S106 agreements include Mayoral CIL amounts within Crossrail figures and to avoid double charging, pursuant to policy 4.17 of the Crossrail Funding SPG 2016, the CIL amount is deducted from the Crossrail contribution. Although these agreements have been triggered, not all obligations are triggered by, for example, implementation as some are triggered by occupation.

Up to 31 March 2015 a total of 41 S106 agreements with financial obligations have been signed but are not yet triggered. Of those summarised in Table 4 the most significant include:

- 35 – 36 Vine Street
- 10 King William Street
- London Wall

The City Corporation has secured a number of agreements and clauses with non-financial benefits. 21 non-financial agreements have been triggered and 13 non-financial agreements are yet to be triggered.

Table 4 - S106 Signed Potential Contribution Allocation as at March 2015

	As at March 2012	April 2012 – March 2013	April 2013 – March 2014	April 2014 – March 2015	Total
Affordable Housing	£21.3 m	£0.5 m	£28.0 m	£6.2 m	£56 m
Local Training, Skills and Job Brokerage	£2.5 m	£0.087 m	£0.6 m	£0.8 m	£3.99 m
Local Community Facilities and the Environment	£29.7 m	£1.1 m	£6.3 m	£7.28 m	£44.38 m
Transportation Improvements	£14.8 m	£0.46 m	£1.9 m	£3.6 m	£20.76 m
Crossrail	£35.1 m	£1.25 m	£14.9 m	£24.3 m	£75.55 m
Total	£103.4 m	£3.4 m	£51.7 m	£42.18 m	£200.68 m

The total amount of signed obligations as at March 2015 is distributed in accordance with the City's SPD, as presented in Table 4 and excludes any admin, monitoring or site specific contributions.

Table 5 - S106 Contributions Received and Spent as at March 2015

	Received	Interest **	Spent
Affordable Housing	£41.9 m	£1.3 m	£14.5 m
Local Training, Skills and Job Brokerage	£3.4 m	£0.1 m	£20.5 m
Local Community Facilities and the Environment	£38.8 m	£2.6 m	£2.7 m
Transportation Improvements	£18.0 m	£1.1 m	£5.8 m
Crossrail	£23.8 m	-	*
Total	£125.9 m	£5.2 m	£43.5 m

* All Crossrail contributions are transferred to TfL.

** Interest figure to 31 March 2016

1.6 – S106 Financial Analysis for April 2015 - March 2016

Table 6 - Summary of All Financial S106 Agreements April 2015 – March 2016

	Number of Agreements	Value of Agreements	Amount Received	Amount Expended
Signed & Triggered	12	£4.5 m	£26.5 m	£8.3 m
Signed NOT Triggered Likely to proceed	16	£18.3 m	-	-
Signed NOT Triggered progress unknown				-
Total Signed NOT Triggered	16	£18.3 m	-	-
Grand Total Signed Agreements	28	£22.9 m	£26.5 m	£8.3 m

The overall summary of the financial position as of 31 March 2016 is given in Table 6.

This table identifies the scale of activity arising from financial S106 agreements and demonstrates the scale of the financial obligations negotiated and secured by the City Corporation. The amount received exceeds the value of the agreements for this period as contributions can be triggered and paid later than the year the deed was signed.

Between 01 April 2015 and 31 March 2016:

A total of 12 financial agreements had been signed and had reached the first trigger with a total negotiated value of £4.5 m. In this period £26.5 m was received in S106 financial contributions.

Between 01 April 2015 and 31 March 2016, interest accrued overall amounted to £360 K.

The following significant agreements triggered in the reporting period as examples:

- 21 Moorfields Value £5.5 m
- 6 – 8 Bishopsgate Value £4.02 m
- 130 Fenchurch Street Value £2.95 m

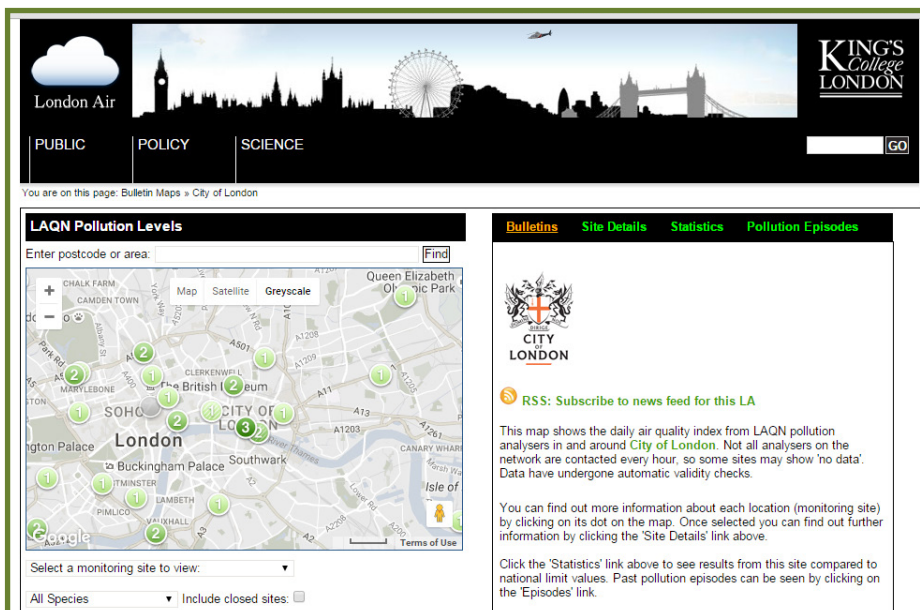
Table 7 - S106 Contributions Secured April 2015 – March 2016

Obligations	Secured
Affordable Housing	£3,722,825.20
Local Training, Skills and Job Brokerage	£491,779.86
Local Community Facilities and the Environment	£1,395,744.48
Transportation Improvements	£416,108.00
Crossrail	£16,657,799.00
Total	£22,684,256.54

The total amount of signed obligations for the financial year 2015 to 2016 is distributed in accordance with the City's SPD, as presented in Table 7. It must be noted that this does not reflect the amount received or the amount spent but is rather the potential that can be allocated to the SPG categories. The total figure excludes any monitoring, admin or site specific contributions.

Table 8 - S106 Contributions Received & Spent April 2015 – March 2016

Obligations	Received	Spent
Affordable Housing	£14.2 m	£3.9 m
Local Training, Skills and Job Brokerage	£0.9 m	£0.3 m
Local Community Facilities and the Environment	£6.9 m	£1.6 m
Transportation Improvements	£4.5 m	£2.5 m
Crossrail	£15.2 m	-
Total		£8.3 m



1.7 - Projects funded by Section 106

Air Quality

Section 106 contributions have been used to support air quality monitoring and data management in the City as major developments contribute to local levels of air pollution. This includes an increase in servicing and deliveries to and from the site and vehicles associated with the demolition and construction phase. Consequently, S106 contributions are used to support local air quality monitoring. For example, S106 contributions were used to purchase the PM2.5 analyser in Farringdon Street. This data contributes to the City Air Quality Monitoring Network which is made available to the public by Kings College London at www.londonair.org.uk.

Above (left) is a screen shot of the web site with air quality data that is updated hourly. The image on the right is the air quality monitor located in Farringdon Street.

Local Procurement and Local Training and Skills

The City's built environment is a defining feature of its internationally recognised status. It comprises world class buildings from all ages and continues to showcase developments at the cutting edge of design and innovation.

However, the City also borders concentrated areas of deprivation, where low skill levels and unemployment remain high. Guided by the mission of connecting opportunity and talent – reinforcing City competitiveness and supporting London's communities, the City is highly committed to working with its partners in the private and public sectors to raise the skills levels and maximise the employment opportunities of residents in the City and neighbouring boroughs; at the same time the City sees local procurement as an effective means of stimulating the economies of neighbouring boroughs, promoting small business growth and associated job creation opportunities for the City's residents.

Local Procurement

The City of London Corporation is committed to responsible procurement; within its own procurement practices, among the businesses based in the City and also through developers and their contractors developing sites and properties in the Square Mile.

As part of their S106 obligations, developments that meet the threshold must submit a local procurement strategy prior to starting work on site. The strategy must outline initiatives that will ensure reasonable endeavours are made to spend 10% of the development's goods and services budget with small and medium sized businesses (SMEs) in the City and neighbouring boroughs.

The New Economics Foundation has calculated that every £1 spent with a local supplier is worth £1.76 to the local economy, and only 36 pence if it is spent out of the area. That makes £1 spent locally worth almost 400 per cent more.

Local Procurement Benefits 2015 - 2016

- £41,525,158 was spent with locally based SMEs in financial year 2015/16 on goods and services such as scaffolding, plant equipment and hire, masonry, timber supplies
- 50 separate contracts were placed with 47 local SMEs

Local Employment and Training

This is supported by S106 Planning Obligations in two forms: the requirement that developers sign up to a local training, skills and job brokerage strategy that states their approach to meeting a target of 20% of local labour in the construction phase; and financial contributions to support training and employment initiatives in the City and neighbouring boroughs.

The latter projects include a variety of approaches to helping adult residents into work and raising the aspirations and employability of young people in primary and secondary schools, through the likes of work placements, City employees providing insights into work, and bringing successful alumni back to their old schools to talk about their experience.

Local Employment and Training Benefits 2015-16

Construction: local employment is measured in person-hours of employment for residents in the qualifying fringe boroughs. At the end of 2015/16 financial year, development sites in the City had generated 1,909,368 paid hours of construction employment, of which 156,013 (8.2%) came from local employees resident in the City fringe boroughs.

Other employment and training initiatives in the same period delivered the following benefits:

- 66 residents got a job through the Cheapside & Aldgate employment programme
- 261 residents received work-related learning opportunities through programmes such as Career Ready, City Talent, the Higher Education Access Project)

- 3,298 residents took part in introductions to City-type jobs through programmes such as City Careers, Open House, Future First, Subjects in the City.

Affordable Housing

The London Plan 2015 seeks to maximise affordable housing provision and ensure more affordable homes per year in London. It states that affordable housing is normally required on-site but in exceptional circumstances it may be provided off-site or through a ring fenced cash-in-lieu contribution, and if appropriate 'pooled' to secure efficient delivery of new affordable housing on identified sites elsewhere. The City of London requires that 30% of new housing in the City is provided as affordable housing or as a financial contribution equivalent to 60% of the proposed new housing, to deliver affordable housing elsewhere.

New affordable housing should ideally be provided on-site however as land within the city is expensive and limited, the City of London works with housing partners to deliver new affordable housing on sites in the City fringe and in neighbouring boroughs such as Islington and Southwark.

The most notable projects that have been delivered through cash in lieu contributions that are currently underway include:

- Avondale Square – Redevelopment of the Community Centre to provide 18 units.
- 1 Tower Bridge, Horace Jones House – 43 Units (Pictured below)
- Middlesex Street – 24 Units

1 Tower Bridge





St Paul's Coach Park



Austin Friars



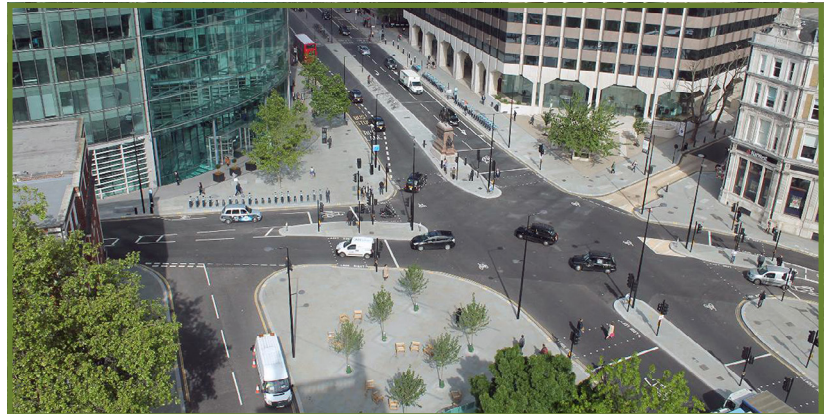
Tokenhouse Yard



St Andrew Holborn



Cheapside



Holborn Circus

City Public Realm

The City of London's Public Realm Team delivers area enhancement projects designed to make the City a more attractive place for businesses and residents. A series of area enhancement strategies set the vision for the future based on the local environment and street scene. Over the last fourteen years, in excess of 150 enhancement schemes have been delivered, many of which have been made feasible through S106 contributions. The team's approach is characterised

by a consistent, high quality palette of materials which enables streets and spaces to fit seamlessly together, producing a public realm which functions well and is a pleasure to experience. The City needs to continually evolve to meet the needs of the growing business and resident community and an increasing number of visitors. Enhancing and unifying the fabric of the City's public realm will continue for many years to come.

Past schemes of note include:

- St Paul's Churchyard – winner of the London Planning Awards 2010 - 2011 for 'Best Historic Building Management'
- Cheapside improvement project – Winner of CIHT Award 2013

Recently completed & on-going S106 funded projects of note include:

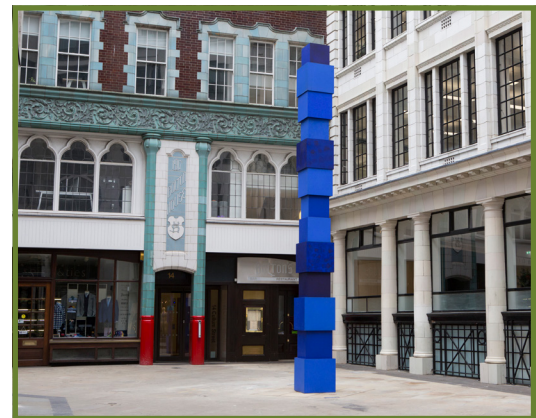
- St Andrew Holborn - winner of the London Planning Awards 2015 - 2016 for 'Best New Public Space'
- Sculpture in the City (on-going) – Awarded several awards

Those of note that are under construction or within current developments include:

- Mitre Square
- Barts Close
- Aldgate project



Mitre Square



Sculpture in the City



Aldgate



Aldgate



Bartholomew Close

1.8 - Future S106 Projects and Obligations

Future Planning Obligations

The City's Local Plan sets out how the City will develop up to 2026 and beyond and provides the framework for current and future planning obligations. The plan and SPD provide flexibility for the type of obligations sought to modify in response to changing circumstances. This is being achieved by introducing new obligations and one example of a future non-financial obligation is for developers to consider, fund and maintain 'Counter-Terrorism Measures' in accordance with Policy 7.13 of the London Plan (March, 2016).

The growing need to support SME's and start-up businesses has also been recognised. Policies 4.1 and 4.8 of the London Plan support the provision of floor space for start-ups and this will be considered and if necessary included in future agreements. 'Consolidated Deliveries' will also feature as a non-financial obligation in accordance Policy 6.14 of the London Plan. This is necessary to allow continued development, particularly within the Eastern Cluster of the City. Finally, public access to open spaces within developments is a recent focus of the City's and 'Access to Roof Gardens' is an obligation that is considered to be significant. Many new developments incorporate roof gardens within their designs.

Air Quality – LEN Project



The Mayor of London has awarded the City of London Corporation £990,000 over three years to implement a 'Low Emission Neighbourhood' (LEN) in the Barbican, Guildhall and Barts area following a successful funding application submitted in April 2016. The City Corporation is match funding the Mayor of London's contribution meaning the total LEN project budget will be around £2 million. The City of London LEN is one of five that will be set up across eight boroughs that will come into full effect by the start of 2019. The 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.

Officers continue to work on developing a variety of projects to deliver the aims of the LEN, seeking additional funding where necessary through S106 clauses.

1.9 - Risk Management & Mitigation

S106 contributions are usually time limited. The report sets out the risk of contributions being unspent and the actions being taken to mitigate this risk of returning unspent sums. Potential repayment dates are captured, recorded and monitored. The amount that is potentially returnable will be reported on in the next Monitoring Report.

There are four main areas of risk to the City in relation to S106 agreements. Taking each of the risks and mitigation in turn:

1. **Risk:** The City might fail to negotiate satisfactory mitigation.

Mitigation: Supplementary Planning Guidance has been developed to highlight the potential impacts of new development. Extensive consultation with officers, departments and Members is undertaken to identify these and as such this risk has been minimised.

2. **Risk:** The City, having secured a S106 agreement to mitigate the impact of a development, subsequently fails to ensure that the developer fulfils their obligations (both monetary and non-financial).

Mitigation: There is a dedicated staff resource, funded via S106 contributions, to monitor planning obligations keeping this risk to a minimum. Members are advised of progress via individual project reports and through the Monitoring Report.

3. **Risk:** The City fails to maximise the opportunities provided by monetary contributions to benefit the City in mitigating the impact of development.

Mitigation: The spending department or team is allocated the contribution and an evaluation and design report is prepared in line with the original bid in order to secure satisfactory mitigation. The Project Subgroup Priorities Board and other committees determine where there is a degree of discretion available in utilising funds to mitigate developments for the wider benefit of the City.

4. **Risk:** The City fails to deliver the necessary schemes and/or expend all of the contributions received in accordance with and within the time period specified in the agreement, resulting in funding returned to the developer.

Mitigation: Chief Officers responsible for planning and delivering associated schemes are advised of the receipt of funds, the purpose of those funds and the date (or estimated date when only this information is available) by which they must be spent. In cases where the date for paying back principal contributions is approaching, the City may seek with the developer to secure a longer time frame in which to apply the contribution and deliver a project. This is closely monitored to reduce the risk.

In some cases contributions, particularly in relation to Transportation Improvements, Training Skills and Job Brokerage, Local Community Enhancements and Affordable Housing, are put together (pooled) to secure larger strategic schemes. In such cases the City may plan to spend the contribution closer to the date of return in order that it can be combined with resources secured at a later date. Return dates are usually a set time frame, usually 5, 10 or 20 years, following practical completion of a development.

Unspent Sums

Uncertainty of repayment dates arises in the majority of cases as practical completion has not yet been reached and the repayment date cannot be calculated. Monitoring of development programmes (where the information is available) and regular updates from the Development of the Built Environment's Monitoring Team and the City Surveyor takes place to provide an indication of key milestone dates and informally estimate potential return dates.

In a small number of cases failure by the developer to notify the City of the key milestone date can leave the City uncertain of the time frame to spend a contribution. More recent agreements have a clause which links compliance with the obligation to notify the City of key events with the repayment clause. If the notification clause is not complied with, then the repayment clause would not be triggered.

1.10 - Conclusion

S106 software has been procured which will unify the monitoring and administration process of deeds and obligations. This system will enhance the entire S106 procedure from the drafting of the deed up to the discharging of the final obligation. This software will help mitigate many of the risks discussed in paragraph 1.9 of this report.

S106 Financial Contributions that fund infrastructure projects identified within the CIL Regulation 123 List will no longer be sought through S106 agreements. CIL is intended to replace much of the planning obligation's mechanism for the funding of infrastructure. Regulations prevent the double charging of CIL and S106 to fund the same piece of infrastructure. To reflect the changed approach, S106 planning obligations have been scaled back to cover:

- Site-specific mitigation, necessary to make a development acceptable in planning terms;
- Affordable housing;
- Contributions to revenue projects, including training and skills provision;
- Other non-financial requirements arising from the development plan and London Plan as addressed in this report.

S106 contributions have reduced since the introduction of CIL and the supporting policies which has therefore reduced the associated risks covered in paragraph 1.9 of this report.

The City has a robust policy regarding planning obligations and S106 contributions continue to be secured by the City for our environment, residential and working community. The City will continue to apply contributions in line with government, the Mayor of London and the City's own policy, balancing the needs and wants of the City community and environment with the aspirations of the development community.

Part 2: The Community Infrastructure Levy

2.1 - CIL Overview

The City Corporation is required by CIL Regulation 62(4) to report annually on the amount of CIL received and the amount of CIL expenditure.

The statutory power to charge the Community Infrastructure Levy (CIL) was introduced in the Planning Act 2008 and came into force on 6th April 2010. It is a statutory charge which is applied to most new development to help fund the infrastructure needed to support planned development in an area. It should be consistent with, and support, the implementation of the area's Development Plan. The 2008 Act, amended by the Localism Act 2011, provides the legislative basis for CIL. Detailed requirements for the setting and charging of CIL are set out in the Community Infrastructure Levy Regulations 2010 (as amended) and the online Planning Practice Guidance.

Alongside the City of London CIL, the City Corporation is a designated CIL Collection Authority for the Mayor of London's CIL, which seeks to partly fund the delivery of Crossrail.

The Community Infrastructure Levy is a charge on new development and is used to help fund the provision of infrastructure in the City of London. The CIL operates through a charging schedule supported by the Regulation 123 List, which outlines the types of infrastructure that will be funded. Regulations require that CIL will be charged on most new development where there is an increase of more than 100 square metres (sqm) of new floorspace, or one or more new dwellings (irrespective of the increase in floorspace). However some developments may be eligible for relief or exemption from the Community Infrastructure Levy. Further information on relief from CIL can be found in Part 6 of the Community Infrastructure Levy Regulations 2010 (as amended).

2.2 - The History of CIL

The Mayor's Community Infrastructure Levy was introduced in April 2012 and this levy aims to raise up to £600 million to help finance the Crossrail project.

The City's CIL Charging Schedule was approved by the Court of Common Council on 1st May 2014 and was implemented from 1st July 2014.

2.3 - CIL Policy and Rates

CIL provides for the setting and collection of statutory charges levied on developments, intended to address the infrastructure needs arising out of the implementation of the Local Plan. CIL is the primary mechanism for seeking contributions from developers towards the provision of new infrastructure. The amount to be charged for each development will be calculated in accordance with Regulation 40 of the Community Infrastructure Levy Regulations 2010 (as amended).

Table 1 outlines the City of London CIL rates charged on new developments in the City where there is an increase in GIA of 100 sqm or above, based on the type of land use and the zone in which the development is located in. In addition to these rates, a Mayoral CIL rate of £50 per m² is charged.

Table 1 – Summary of Financial Requirements (City SPD, 2014)

Land Use	Zone	City CIL Rate (£ per m2)	Mayoral CIL Rate (£ per m2)
Offices	City-wide	£75	£50
Residential	Riverside	£150	£50
Residential	Rest of City	£95	£50
Development used wholly or mainly for the provision of medical or health services, except the use of premises attached to the residence of the consultant or practitioner	City-wide	Nil	Nil
Development used wholly or mainly for the provision of education as a school or college under the Education Acts or as an institution of higher education	City-wide	Nil	Nil
Development used wholly or mainly for the operational purposes of the emergency services	City-wide	Nil	Nil
All other uses	City-wide	£75	£50

2.4 - The purpose of CIL

Infrastructure to be funded by the City CIL in accordance with the 2014 Regulation 123 List includes:

- Community facilities
- Decentralised energy facilities
- Education facilities
- Emergency services facilities
- Flood defence and flood risk alleviation
- Pipe subways
- Play space facilities
- Publicly accessible open space, sports and recreation facilities
- Public health care facilities
- Public realm enhancement
- Transport improvements

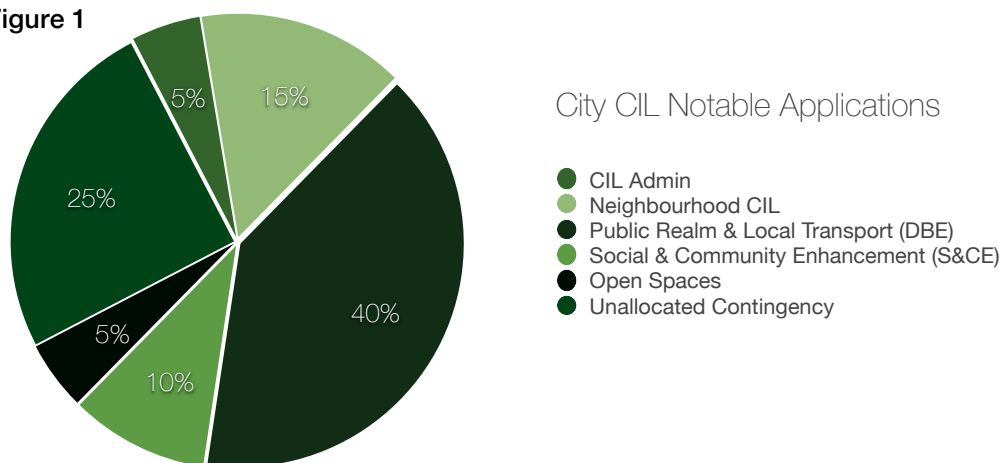
City CIL will be used to fund its infrastructure requirements unless the need for specific infrastructure contributions arises directly from:

- a) Fewer than five developments, where section 106 planning obligations arrangements may continue to apply if the infrastructure is required to make the development acceptable in planning terms; or
- b) a need for highways alterations, reinstatement or other works necessary to make a development acceptable in planning terms, where S278 Highways Agreements will continue to apply.

2.5 – CIL Contribution Allocation

The City's officer Priorities Board, reporting to the Resource Allocation Sub-Committee, make decisions on CIL allocation. Funds for new projects are allocated according to an agreed distribution, as seen in Figure 1.

Figure 1



2.6 – City CIL Overview for 2014 – 2016

The overall summary of the financial position for income generated by City CIL between July 2014 and September 2016 is given in Table 2.

Table 2 – City CIL collected between July 2014 and March 2016

City CIL	DBE (£m)	Unallocated (£m)	Neighbourhood CIL (£m)	S&CE (£m)	Open Spaces (£m)	Total (£m)*
Received	£1.2	£0.7	£0.4	£0.3	£0.1	£2.8

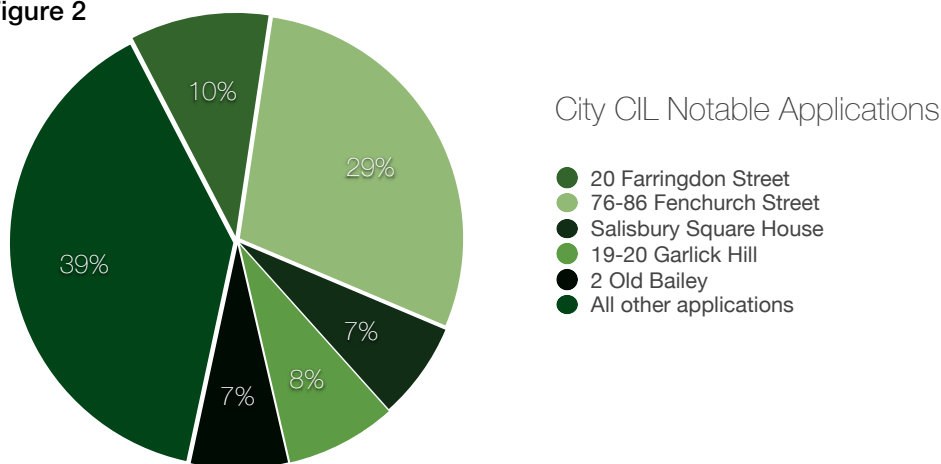
* Excludes City CIL administration fee which is reported separately.

Most Significant Developments where City CIL has been received:

- 20 Farringdon Street 15/00509/FULMAJ - £478,875.31
- 76-86 Fenchurch Street 15/00702/FULMAJ - £1,368,791.33
- Salisbury Square House 14/01141/FULL - £323,146.70
- 19-20 Garlick Hill 14/00973/FULMAJ - £365,074.89
- 20 Old Bailey 14/01138/FULL - £324,672.57

In total these five developments accounted for 61% of the total City CIL income collected and this is represented in the Figure 2 below. A breakdown of the amount received for each individual application that contributed towards the levy in this period can be found in the Appendix B.

Figure 2



2.7 - Projects funded by CIL

At the end of March 2016, no CIL has been used to fund infrastructure projects to date, however a number of projects are in the pipeline awaiting approval.

2.8 – Mayoral CIL Financial Overview for April 2012 – March 2016

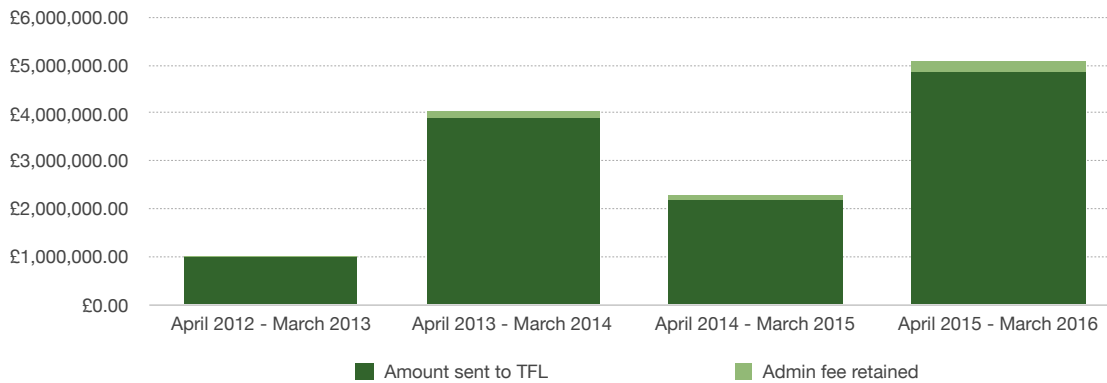
The Mayoral Community Infrastructure Levy (CIL) applies to most new developments in London granted planning permission on or after 1 April 2012. The Levy raises money towards Crossrail and is collected by the City Corporation, London boroughs and Mayoral Development Corporations. Figures are reported back to TfL on a quarterly basis. The City of London is currently the 7th largest contributor out of the 35 collection authorities working with TfL to collect the Mayoral CIL. Table 3 and Figure 3 provide an overview for the financial years from April 2012 through to March 2016.

Table 3 - Mayoral CIL collected by the City of London between April 2012 and March 2016

Year	Gross Amount Received	Number of Applications
April 2012 – March 2013	£1,034,950.00	4
April 2013 – March 2014	£4,132,794.51	13
April 2014 – March 2015	£2,279,790.66	19
April 2015 – March 2016	£5,068,751.98	31
Total	£12,516,287.15	67

Figure 3

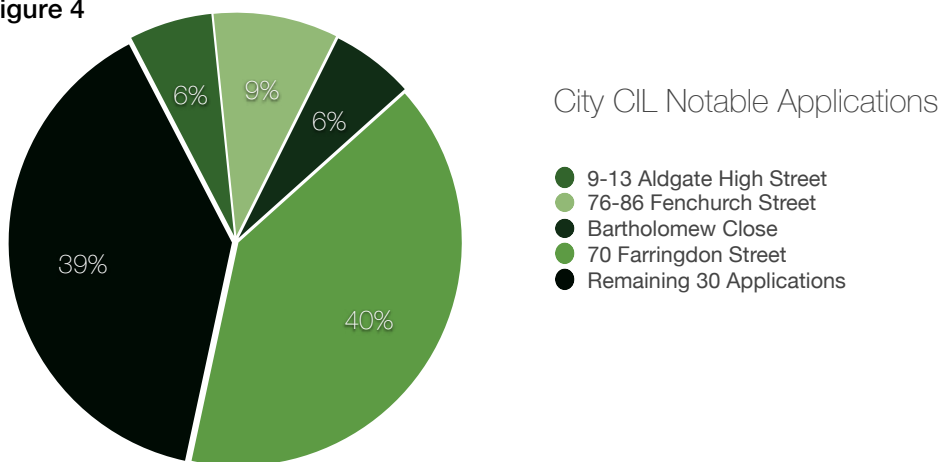
Mayoral CIL April 2012 - September 2016



2.9 – Mayoral CIL - Financial Analysis for 2015-2016

In the financial year 01 April 2015 to 31 March 2016, the four applications presented below were the most significant contributors towards the Mayoral CIL and accounted for 61% of the total amount received for that year.

Figure 4



2.10 – Administration Spend

City CIL Administration

Administration charges are covered within the City CIL charge and are set at a rate of 5% in accordance with CIL Regulations 2010 (as amended). Administration charges have been used to cover the costs of setting up the City’s CIL and the on-going costs of administering the CIL. Since the levy was first introduced in July 2014, a total of £149,043 has been allocated to the costs associated with administering the levy, of which £99,941 has been spent leaving a CIL admin balance of £49,102. The proportion of CIL allocated to administration will be reviewed on a regular basis to ensure that it only covers actual administration costs incurred.

Mayoral CIL Administration

The Mayoral CIL administration fee is currently set at a rate of 4% per application however this figure will be reviewed over the next 6 months to ensure that it covers the City's associated costs more accurately.

Table 4 - Mayoral CIL Monitoring Financial Overview

Mayoral CIL Admin	Amount
Received	£500,793
Spent	£61,932
Mayoral CIL Balance	£438,861

2.11 - Future Projects and spending of CIL

City CIL has not been allocated to infrastructure projects to date.

2.12 - Conclusion

As at 31 March 2016, a total of £2.8 m has been collected for City CIL since July 2014 and £12.5 m for Mayoral CIL since April 2012. A total of 67 applications contributed to these figures and 21 of which were liable for both City and Mayoral CIL charges.

Consultation

The Departments of Open Spaces, Department of Community and Children's Services, Economic Development Office, Chamberlains Department and the Department of the Built Environment have been consulted and contributed to the preparation of this report.

Glossary of Terms

- **Affordable Housing**

Affordable housing is defined primarily by affordability and not by tenure. It comprises 'social rented housing', 'affordable rented housing' and 'intermediate housing.' Social rented housing is at rents no greater than target rents set by government for local authority, Registered Social Landlords (RSL) and cooperative tenants. Affordable rented housing has the same characteristics as social housing but is offered at up to 80% of local market rentals. Intermediate housing is sub-market housing where costs are above target rents for social rented housing but are below open market levels and are affordable by households on moderate incomes. Intermediate housing can include shared ownership, sub-market rented and key worker provision.
- **Carbon Offsetting**

The Government has set a legally binding target to achieve zero carbon emissions in new residential development by 2016 and in new commercial development by 2019. The Government recognises that this may not always be feasible on-site and is setting up a mechanism of 'Allowable Solutions', under which developers who are unable to achieve zero carbon on-site can offset their carbon emissions by making provision for carbon reduction elsewhere
- **Community Infrastructure Levy**

A statutory charge on new development used to contribute towards the funding of infrastructure provision. The City Corporation has prepared a CIL charging schedule that was implemented in July 2014.
- **Local Plan**

The document setting out the strategy, vision and policies and proposals for planning the City. It was prepared in consultation with the public and was adopted in 2015.
- **Local Procurement**

Through its 'City Procurement Project' the City of London Corporation provides free support to City based business wishing to procure locally. The City of London Corporation sees local procurement as an effective means of stimulating the economies of neighbouring boroughs, promoting small business growth and associated job creation opportunities for the 1.6 million residents.
- **Mayoral Crossrail**

The Mayor's Community Infrastructure Levy was introduced in 2012 to help finance Crossrail, the major new rail link that will connect central London to Reading and Heathrow in the West and Shenfield and Abbey Wood in the East.
- **NPPF – National Planning Policy Framework**

The National Planning Policy Framework sets out government's planning policies for England and how these are expected to be applied. It is a key part of the government's reforms to make the planning system less complex and more accessible. It vastly simplifies the number of policy pages about planning.
- **Planning Obligations**

Legal agreements negotiated between the City Corporation and developers (or offered unilaterally by developers) setting out financial and non-financial undertakings relating to a planning permission. Also known as "Section 106 Agreements." From July 2014 some financial planning obligations in the City have been replaced by the Community Infrastructure Levy*.
- **SPD – Supplementary Planning Document**

A document that explains the policies of the Core Strategy and Local Plan in detail. It is subject to consultation, but not public examination.
- **S106**

See Planning Obligations.
- **TfL – Transport for London**

The body, under the control of the Mayor of London,* responsible for strategic transport policy and the provision of public transport, including buses and the underground. TfL is responsible for certain major streets in the City.

Where are the relevant forms?

In areas where the levy is operational, applicants for planning permission should submit the **Additional CIL Information form** alongside their application, to enable the collecting authority to establish whether or not the proposed development will be liable for CIL.

http://www.planningportal.gov.uk/uploads/1app/forms/cil_questions.pdf

Applicants should refer to the **associated guidance note** when completing this form.

http://www.planningportal.gov.uk/uploads/1app/cil_guidance.pdf

The other relevant forms are listed below.

In all cases, it is an offence for a person to 'knowingly or recklessly' supply false or misleading information to a charging or collecting authority in response to a requirement under the levy regulations (under Regulation 110), as amended by the 2011 Regulations.

<http://www.legislation.gov.uk/ukxi/2010/948/regulation/110/made>

Form 1: Assumption of Liability

http://www.planningportal.gov.uk/uploads/1app/forms/form_1_assumption_of_liability.pdf

This form should be used by parties wishing to assume liability for the levy, before a specified development commences.

Form 2: Claiming Charitable Relief, Exceptional Circumstances Relief or Social Housing Relief

http://www.planningportal.gov.uk/uploads/1app/forms/form_2_claiming_exemption_and_or_relief.pdf

This form should be used to claim Charitable Relief, Exceptional Circumstances Relief or Social Housing Relief, before a specified development commences.

Self build forms (for whole dwellings, residential annexes or extensions)

available from the Planning Portal website:

<http://www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil>

These forms should be used by parties wishing to claim a Self Build Exemption for either a whole dwelling, a residential annex or an extension. Claimants for a whole house exemption should note that they will need to submit **Part 1** before they start work on site, and **Part 2** within 6 months of completing the project.

Form 3: Withdrawal of Assumption of Liability

http://www.planningportal.gov.uk/uploads/1app/forms/form_3_withdrawal_of_assumption_of_liability.pdf

This form should be used by parties wishing to relinquish liability for the levy in relation to a specified development.

Form 4: Transfer of Assumed Liability

http://www.planningportal.gov.uk/uploads/1app/forms/form_4_transfer_of_assumed_liability.pdf

This form should be used by parties wishing to transfer liability for the levy in relation to a specified development, and by the parties willing to assume the liability.

Form 5: Notice of Chargeable Development

http://www.planningportal.gov.uk/uploads/1app/forms/form_5_notice_of_chargeable_development.pdf

This form should be used by landowners wishing to notify a charging authority that they intend to start work on a development which does not need planning permission but which may be liable for the levy (see Regulation 64

<http://www.legislation.gov.uk/uksi/2010/948/regulation/64/made> as amended by the 2011

<http://www.legislation.gov.uk/uksi/2011/987/regulation/9/made> and 2014

<http://www.legislation.gov.uk/uksi/2014/385/regulation/9/made> Regulations, for details).

It should also be used by charging authorities wishing to notify all known owners of a development site that for the purposes of the levy, the charging authority believes that development has commenced there and is liable for the levy (see Regulation 64A)

<http://www.legislation.gov.uk/uksi/2011/987/regulation/9/made> as amended by the 2014 Regulations

<http://www.legislation.gov.uk/uksi/2014/385/regulation/9/made> for details).

<https://www.gov.uk/government/organisations/department-for-communities-and-localgovernment>

Form 6: Commencement Notice

http://www.planningportal.gov.uk/uploads/1app/forms/form_6_commencement_notice.pdf

This form should be used by parties wishing to notify a charging authority of their intention to start work on a development which is liable for the levy (see Regulation 67 for details).

Information for levy authorities

The Secretary of State also provides templates for three further documents: liability notices, demand notices and default of liability notices. Details on how these should be used are provided on the Planning Portal website

<http://www.planningportal.gov.uk/planning/infoforlpas/cil>

Template 1: Liability Notice

http://www.planningportal.gov.uk/uploads/1app/forms/cil_template_1_liability_notice.doc

A liability notice must be sent to all those parties who have assumed liability to pay the levy, following receipt of an assumption of liability form.

Template 2: Demand Notice

http://www.planningportal.gov.uk/uploads/1app/forms/cil_template_2_demand_notice.doc

A demand notice must be issued on commencement of development to all those parties who have assumed liability.

Template 3: Default of Liability

http://www.planningportal.gov.uk/uploads/1app/forms/cil_template_3_default_of_liability.doc

A default of liability notice must be sent to all persons known as having a material interest in the land when the collecting authority has been unable to recover the outstanding levy charge in connection with the chargeable development.

Background Papers and Relevant Legislation

City of London – Aldgate Project

<http://www.cityoflondon.gov.uk/services/transport-and-streets/transport-planning/transport-projects/aldgate-area/Pages/about.aspx>

City of London - CIL Draft Charging Schedule

<https://www.cityoflondon.gov.uk/services/environment-and-planning/planning/planning-policy/local-development-framework/Documents/cil-draft-charging-schedule.pdf>

City of London - Community Infrastructure Levy Regulation 123 List

<https://www.cityoflondon.gov.uk/services/environment-and-planning/planning/planning-policy/Documents/city-of-london-regulation-123-list-2014.pdf>

City of London - Corporate Business Plan

<https://www.cityoflondon.gov.uk/about-the-city/how-we-make-decisions/Pages/corporate-plans.aspx>

City of London – Department of the Built Environment Business Plan 2016/19

<http://democracy.cityoflondon.gov.uk/documents/s62846/BP%20FINAL.pdf>

City of London – Infrastructure Delivery Plan

<https://www.cityoflondon.gov.uk/services/environment-and-planning/planning/planning-policy/local-plan/Pages/Infrastructure-Delivery-Plan.aspx>

City of London - Local Plan, January 2015

<http://www.cityoflondon.gov.uk/services/environment-and-planning/planning/planning-policy/local-plan/Pages/default.aspx>

City of London - Planning Obligations Supplementary Planning Document, July 2014

<https://www.cityoflondon.gov.uk/services/environment-and-planning/planning/planning-policy/Pages/Community-Infrastructure-L Levy.aspx>

City of London – Section 106 Agreement Template

<https://www.cityoflondon.gov.uk/services/environment-and-planning/planning/planning-policy/Documents/s106-agreement-template.pdf>

City Public Realm Supplementary Planning Document July 2016

<https://www.cityoflondon.gov.uk/services/environment-and-planning/city-public-realm/Documents/city-public-realm-supplementary-planning-document-july-2016.pdf>

Community Infrastructure Levy – Charging Schedule Mayor of London 2012

<https://www.london.gov.uk/file/5314/download?token=BpDZLH4f>

Community Infrastructure Levy Guidance, June 2014

<http://planningguidance.communities.gov.uk/blog/guidance/community-infrastructure-levy/>

Crossrail 2

<http://crossrail2.co.uk/why-crossrail-2/>

Crossrail Funding – Supplementary Planning Guidance, TFL March 2016

<https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/mayoral-community-infrastructure-levy#Stub-189121>

**Department for Communities and Local Government -
Community Infrastructure Levy An overview 2011**

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6313/1897278.pdf

Planning Act 2008

<http://www.legislation.gov.uk/ukpga/2008/29/>

The Community Infrastructure Levy Charging Schedule, May 2014

<https://www.cityoflondon.gov.uk/services/environment-and-planning/planning/planning-policy/Documents/city-of-london-cil-charging-schedule-2014.pdf>

The Community Infrastructure Levy Regulations 2010 (As Amended)

<http://www.legislation.gov.uk/uksi/2010/948/contents/made>

The London Plan

<https://www.london.gov.uk/what-we-do/planning/london-plan/current-london-plan>

The National Planning Policy Framework, March 2012

<https://www.gov.uk/government/publications/national-planning-policy-framework--2>

Town and Country Planning Act 1990

<http://www.legislation.gov.uk/ukpga/1990/8/>

Contacts

Chhaya Patel

Principal Planning Officer
Planning Obligations
Development Division
Department of the Built Environment

020 7332 1191
Chhaya.Patel@cityoflondon.gov.uk

Rory Sadler

CIL and S106 Planning Obligations Officer
Planning Obligations
Development Division
Department of the Built Environment

020 7332 3930
Rory.Sadler@cityoflondon.gov.uk

Appendix

A) Mayoral CIL Applications 2015-2016

Application Reference	Site Address	MCIL Receipt
13/01055/FULMAJ	15 - 16 Minories & 62 Aldgate High Street	£225,763.20
14/01251/FULMAJ	15 Bishopsgate & Tower 42 Public Realm	£27,999.75
15/00179/FULL	16 - 17 Devonshire Square	£24,165.02
15/00086/FULMAJ	160 Aldersgate Street	£109,002.60
14/00973/FULMAJ	19 - 20 Garlick Hill & 4 Skinners Lane	£260,883.00
14/00780/FULMAJ	2 - 6 Cannon Street	£76,111.22
14/00266/FULMAJ	20 Farringdon Street	£229,568.00
14/01138/FULL	20 Old Bailey, London, EC4M 7AN	£232,010.80
14/00988/FULL	20 St Dunstan's Hill	£11,471.20
15/00089/FULL	21, 21A Lime Street	£23,189.60
14/01096/FULMAJ	24 King William Street	£104,468.00
14/00866/FULL	25 - 26 Furnival Street	£70,257.60
13/01036/FULMAJ	27 - 35 Poultry, London, EC2R 8AJ	£21,654.40
12/00764/FULL	3 - 4 Bartholomew Place	£8,650.00
11/00933/FULMAJ	33 King William Street	£49,841.86
14/00774/FULL	40 - 46 Cannon Street, 27 - 28 Garlick Hill & 13-14 & 15 Great St Thomas Apostle	£18,496.22
12/00487/FULL	53 Monument Street	£28,850.00
12/00955/FULL	6 - 7 Ludgate Square	£5,852.02
14/00446/FULL	69 Carter Lane	£11,309.60
08/00824/FULMAJ	76 - 86 Fenchurch Street, 1 - 7 Northumberland Alley & 1 & 1a Carlisle Avenue	£461,946.38
13/00590/FULMAJ	9 -13 Aldgate High Street	£276,278.25
15/00227/FULL	Bakers Hall, 7 Harp Lane	£8,150.67
15/00844/FULL	Cannon Green Building, 27 Bush Lane & 1 Suffolk Lane	£13,775.78
14/00579/FULL	Dixon House, 72 - 75 Fenchurch Street & 1 Lloyds Avenue	£44,285.45
12/01225/FULEIA	Fleet Building, 40 Shoe Lane, 70 Farringdon Street, Plumtree Court, 42 Shoe Lane, 12 Plumtree Court And 57 Farringdon Street	£2,043,766.82
14/01141/FULL	Salisbury Square House, 8 Salisbury Square	£230,920.20
12/00256/FULEIA	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	£363,750.00
15/00673/FULL	St Andrews House, 18 - 20 St Andrew Street	£49,093.67
14/00322/FULMAJ	YMCA, 2 Fann Street	£22,446.05
Total		£5,068,751.98

B) City CIL Applications 01 April 2015 – 31 March 2016

Application Reference	Site Address	City CIL Receipt
14/00988/FULL	20 St Dunstan's Hill, London, EC3R 8HL	£15,600.00
14/00774/FULL	40 - 46 Cannon Street, 27 - 28 Garlick Hill & 13-14 & 15 Great St Thomas Apostle,, London, EC4N 6JJ	£26,100.00
14/00579/FULL	Dixon House, 72 - 75 Fenchurch Street & 1 Lloyds Avenue, London, EC3M 4BR	£62,513.52
14/00973/FULMAJ	19 - 20 Garlick Hill & 4 Skinners Lane, London, EC4V 2AU	£365,074.89
14/00322/FULMAJ	YMCA, 2 Fann Street, London, EC2Y 8BR	£40,134.25
15/00089/FULL	21, 21A Lime Street, London, EC3	£32,451.16
14/01141/FULL	Salisbury Square House, 8 Salisbury Square, London, EC4Y 8AP	£323,146.70
14/01096/FULMAJ	24 King William Street, London, EC4R 9AJ	£146,191.42
15/00086/FULMAJ	160 Aldersgate Street, London, EC1A 4DD	£152,537.38
14/00866/FULL	25 - 26 Furnival Street, London, EC4A 1JT	£98,317.38
08/00824/FULMAJ	76 - 86 Fenchurch Street, 1 - 7 Northumberland Alley & 1 & 1a Carlisle Avenue, London, EC3N 2ES	£646,443.29
14/00446/FULL	69 Carter Lane, London, EC4V 5EQ	£15,825.00
15/00227/FULL	Bakers Hall, 7 Harp Lane, London, EC3R 6DP	£11,704.65
14/00432/FULMAJ	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	£17,575.00
14/01138/FULL	20 Old Bailey, London, EC4M 7AN	£324,672.57
15/00179/FULL	16 - 17 Devonshire Square, London, EC2M 4SQ	£33,820.92
14/00780/FULMAJ	2 - 6 Cannon Street, London, EC4M 6YH	£106,523.83
15/00673/FULL	St Andrews House, 18 - 20 St Andrew Street, London, EC4A 3AG	£73,024.27
15/00844/FULL	Cannon Green Building, 27 Bush Lane & 1 Suffolk Lane, London, EC4R 0AN	£19,280.33
15/00417/FULMAJ	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	£102,989.12
TOTAL		£2,613,925.68

C) S106 Applications 01 April 2015 – 31 March 2016

Site Address	Application Reference	Triggered	Total Amount Signed	Received
120 Fenchurch Street	14/00237/FULMAJ	Signed & triggered	£136,463.00	£136,463.00
Farringdon East Station	13/00605/FULEIA	Signed	£1,241,071.41	-
24-30 West Smithfield	14/00191/FULMAJ	Signed	£1,000.00	-
Fleet House	14/00254/FULMAJ	Signed	£177,335.00	-
130 Fenchurch Street	14/00496/FULMAJ	Signed	£2,948,591.78	-
33 King William Street	14/00860/FULMAJ	Signed & triggered	£1,310,776.00	£1,343,546.67
25-26 Furnival Street	14/00866/FULL	Signed 7 triggered	£29,652.00	£29,652.00
63-66 Coleman Street & 35-39 Moorgate	14/00887/FULMAJ	Signed	£45,516.00	-
19-20 Garlick Hill	14/00973/FULMAJ	Signed & triggered	£102,278.00	£102,278.00
Arthur Street	14/01074/FULEIA	Signed		-
24 King William Street	14/01096/FULMAJ	Signed & triggered	£199,660.00	£199,660.00
30-32 Lombard Street	14/01103/FULL	Signed		-
20 Old Bailey	14/01138/FULL	Signed & triggered	£461,747.00	£461,747.00
Salisbury House Square	14/01141/FULL	Signed & triggered	£459,348.00	£459,348.00
21 Moorfields	14/01179/FULEIA	Signed	£5,523,963.00	-
35 Seething Lane	14/01226/FULMAJ	Signed & triggered	£206,573.33	-
15 Bishopsgate	14/01251/FULMAJ	Signed	£211,403.00	-
100 Liverpool Street	14/01285/FULEIA	Signed	£1,946,349.00	-
160 Aldersgate Street	15/00086/FULMAJ	Signed & triggered	£219,587.00	£217,087.00
6/8 Bishopsgate	15/00443/FULEIA	Signed	£4,022,768.89	-
1 Finsbury Avenue	15/00657/FULMAJ	Signed	£848,180.00	-
76-86 Fenchurch Street	15/00702/FULMAJ	Signed	£183,820.00	-
55 Gresham Street	15/00706/FULMAJ	Signed	£466,082.00	-
30 Cannon Street	15/00816/FULL	Signed	£250.00	-
2-6 Cannon Street	14/00780/FULMAJ	Signed & triggered	£1,287,637.78	£1,221,338.00
Barts Close	15/00417/FULMAJ	Signed & triggered	£7,260.00	-
20 Farringdon Street	15/00509/FULMAJ	Signed	£702,392.00	-
St Andrews House	15/00673/FULL	Signed & triggered	£106,207.00	£106,207.00
Total			£22,845,911.19	£4,277,326.67

Committee(s)	Dated:
Planning & Transportation Committee – For Information	13 December 2016
Subject: Department of the Built Environment Risk Management – Quarterly Report	Public
Report of: Director of the Built Environment	For Information
Report author: Richard Steele	

Summary

This report has been produced to provide the Planning & Transportation Committee with assurance that risk management procedures in place within the Department of the Built Environment are satisfactory and that they meet the requirements of the corporate Risk Management Framework.

This report only considers risks managed by the Department of the Built Environment that fall within the remit of the Planning & Transportation Committee.

Risk is reviewed regularly as part of the ongoing management of the operations of the Department of the Built Environment. In addition to the flexibility for emerging risks to be raised as they are identified, a process exists for in-depth periodic review of the risk register.

Since the last report to Members there have been no changes in the list of Corporate or Red risks managed by the department.

There is one Corporate Risk managed by the Department of the Built Environment. This is:

- CR20 - Road Safety (Current risk: RED – unchanged)
[Planning & Transportation Committee]

There are no Departmental RED Risks managed by the Department of the Built Environment.

Recommendation

Members are asked to:

- Note 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.

Main Report

Background

1. The Risk Management Framework of the City of London Corporation requires each Chief Officer to report regularly to Committee the risks faced in their department.
2. Risk Management is a standing item at the Senior Leadership Team meetings.
3. Risk owners are consulted and risks are reviewed between SLT meetings with the updates recorded in the corporate (Covalent) system.
4. Each risk managed by the Department of the Built Environment is allocated to either the Planning & Transportation Committee or the Port Health & Environmental Services Committees. **This report only considers risks managed by the Department of the Built Environment that fall within the remit of the Planning & Transportation Committee.**

Parallel periodic reports are submitted to the Port Health & Environmental Services Committee.

Current Position

5. This report provides an update on the current risks that exist in relation to the operations of the Department of the Built Environment that fall within the remit of the Planning & Transportation Committee.
6. In order to reduce the volume of information presented, and accordance with the Corporate Risk Management Strategy, this report includes all Corporate and Departmental level risks but not Service Level risks (unless there are changes which are considered to be likely to be of interest to Members).
7. The risk register captures risk across all four divisions within the department, (Transportation & Public Realm, District Surveyor, Development and Policy & Performance) but risks relating to the City Property Advisory Team are managed by the City Surveyor.

Risk Management Process

8. Risk and control owners are consulted regarding the risks for which they are responsible at appropriate intervals based on the level of risk and the likelihood that this level will change. In general RED risks are reviewed monthly; AMBER risk are reviewed quarterly; and GREEN risks are reviewed quarterly, 6 monthly or annually depending on the likelihood of change.
9. Changes to risks were, historically, reported to Members as part of the Business Plan report. Members now receive this report quarterly in accordance with the Corporate Risk Management Strategy.

10. All significant risks (including Health & Safety risks) identified by the Department are managed through the Covalent Corporate Risk Management System.
11. Many of the department's risks have "Business As Usual" mitigations. These mitigations are ongoing and in Appendix 1 they do not have either a "Latest Note" or a "Latest Note Date". Because the Covalent system requires that they have a Due Date the fictitious (and meaningless) date of 31 Dec 2999 has been used.

Significant Risk Changes

12. Regular assessments of risks have identified no increase or decrease in the Risk Score of the Corporate or any Departmental risk.
13. Two Service Level risks have been reduced from Amber to Green – they are DBE-PL-05 (Failure to meet Planning Performance Thresholds) and DBE-DS-02 (District Surveyor Budget Loss over 3-5 year period)..

Identification of New Risks

14. New risks may be identified at the quarterly review of all risk; through Risk reviews at the Department Management Team; or by a Director as part of their ongoing business management.
15. An initial assessment of all new risks is undertaken to determine the level of risk (Red, Amber or Green). Red and Amber risks will be the subject of an immediate full assessment with Red risks being report to the Department Management Team. Green risks will be included in the next review cycle.
16. No new risks have been identified since the last report.
17. The impact of Brexit continues to be noted in several risk reviews (in particular in DBE-DS-01 relating to the viability of the District Surveyor's Division & DBE-PP-01 – Adverse planning policy context) however it is still too early to assess the impact in most areas and will be kept under review.

Planning for the Future City

18. The Department's Business Plan for 2016/19 is focused on the Future City with a vision of 'creating and facilitating the leading future world class City'

It is critical that the department, whilst focused on its vision, continues to deliver its key services and facilitates delivery by our partners. Our risk registers are currently aligned to this work.

As we develop long term ambitious strategies for the Future City through the cross departmental Chief Officer Place Steering Group this will lead to the identification of more strategic risks and opportunities, which in turn will inform those strategies.

Summary of Key Risks

19. The Department of the Built Environment is responsible for one Corporate Risk. This is:

- **Road Safety (CR20) which is RED**

This is the risk related to road traffic collisions.

This risk is assessed as having impact 8 (Critical) and Likelihood 4 (Likely). If the Interim Bank Junction redesign is approved and implemented (scheduled for completion in April 2017) the risk will be reduced to Amber.

The Target date for risk reduction is unchanged with both the longer term and experimental schemes to improve Bank Junction on track. The Road Danger Campaign is now in final draft. The review of future joint working between the City Police and the City's road safety team has been incorporated into the One Safe City programme and the Due Date adjusted accordingly.

Conclusion

20. Members are asked to note that risk management processes within the Department of the Built Environment adhere to the requirements of the City Corporation's Risk Management Framework and that risks identified within the operational and strategic responsibilities of the Director of the Built Environment are proactively managed

Appendices

- Appendix 1 - City of London Corporation Risk Matrix
- Appendix 2 – Register of DBE Corporate and Departmental risks (Planning & Transportation Committee)

Carolyn Dwyer

Director of the Built Environment

T: 020 7332 1700

E: carolyn.dwyer@cityoflondon.gov.uk



City of London Corporation Risk Matrix (Black and white version)

Note: A risk score is calculated by assessing the risk in terms of likelihood and impact. By using the likelihood and impact criteria below (top left (A) and bottom right (B) respectively) it is possible to calculate a risk score. For example a risk assessed as Unlikely (2) and with an impact of Serious (2) can be plotted on the risk scoring grid, top right (C) to give an overall risk score of a green (4). Using the risk score definitions bottom right (D) below, a green risk is one that just requires actions to maintain that rating.

(A) Likelihood criteria

	Rare (1)	Unlikely (2)	Possible (3)	Likely (4)
Criteria	Less than 10%	10 – 40%	40 – 75%	More than 75%
Probability	Has happened rarely/never before	Unlikely to occur	Fairly likely to occur	More likely to occur than not
Time period	Unlikely to occur in a 10 year period	Likely to occur within a 10 year period	Likely to occur once within a one year period	Likely to occur once within three months
Numerical	Less than one chance in a hundred thousand (<10-5)	Less than one chance in ten thousand (<10-4)	Less than one chance in a thousand (<10-3)	Less than one chance in a hundred (<10-2)

(B) Impact criteria

Impact title	Definitions
Minor (1)	Service delivery/performance: Minor impact on service, typically up to one day. Financial: financial loss up to 5% of budget. Reputation: Isolated service user/stakeholder complaints contained within business unit/division. Legal/statutory: Litigation claim or find less than £5000. Safety/health: Minor incident including injury to one or more individuals. Objectives: Failure to achieve team plan objectives.
Serious (2)	Service delivery/performance: Service disruption 2 to 5 days. Financial: Financial loss up to 10% of budget. Reputation: Adverse local media coverage/multiple service user/stakeholder complaints. Legal/statutory: Litigation claimable fine between £5000 and £50,000. Safety/health: Significant injury or illness causing short-term disability to one or more persons. Objectives: Failure to achieve one or more service plan objectives.
Major (4)	Service delivery/performance: Service disruption > 1 - 4 weeks. Financial: Financial loss up to 20% of budget. Reputation: Adverse national media coverage 1 to 3 days. Legal/statutory: Litigation claimable fine between £50,000 and £500,000. Safety/health: Major injury or illness/disease causing long-term disability to one or more people Objectives: Failure to achieve a strategic plan objective.
Extreme (8)	Service delivery/performance: Service disruption > 4 weeks. Financial: Financial loss up to 35% of budget. Reputation: National publicity more than three days. Possible resignation leading member or chief officer. Legal/statutory: Multiple civil or criminal suits. Litigation claim or find in excess of £500,000. Safety/health: Fatality or life-threatening illness/disease (e.g. mesothelioma) to one or more persons. Objectives: Failure to achieve a major corporate objective.

(C) Risk scoring grid

		Impact			
		Minor (1)	Serious (2)	Major (4)	Extreme (8)
Likelihood	X				
	Likely (4)	4 Green	8 Amber	16 Red	32 Red
	Possible (3)	3 Green	6 Amber	12 Amber	24 Red
	Unlikely (2)	2 Green	4 Green	8 Amber	16 Red
	Rare (1)	1 Green	2 Green	4 Green	8 Amber

(D) Risk score definitions

RED	Urgent action required to reduce rating
AMBER	Action required to maintain or reduce rating
GREEN	Action required to maintain rating

This is an extract from the City of London Corporate Risk Management Strategy, published in May 2014.

Contact the Corporate Risk Advisor for further information. Ext 1297

October 2015

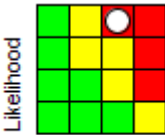
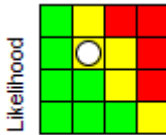

This page is intentionally left blank

DBE Corporate & Departmental Risks (Planning & Transportation Committee)

APPENDIX 2

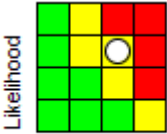
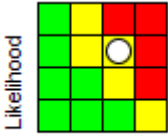

Report Author: Richard Steele

Generated on: 28 November 2016

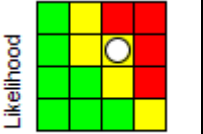
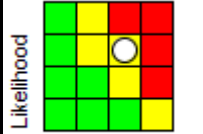

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
CR20 Road Safety Page 219 13 Oct-2015 Colyn Dwyer	<p>Cause: Limited space on the City's medieval road network to cope with the increased use of the highway by vehicles and pedestrians / cyclists within the City of London. Interventions & legal processes take time to deliver</p> <p>Event: The number of casualties occurring in the City rises instead of reducing.</p> <p>Effect: The City's reputation and credibility is adversely impacted with businesses and/or the public considering that the Corporation is not taking sufficient action to protect vulnerable road users; adverse coverage on national and local media</p>	 <p>Likelihood</p> <p>Impact</p>	16	As a result of comments received from the City of London Police the Road Safety Communication Strategy is now being amended with January as the anticipated date for sign off by the Road Danger Reduction Partnership Board. The target date has been revised accordingly. Longer term and experimental schemes to improve Bank Junction are still on track. 14 Nov 2016	 <p>Likelihood</p> <p>Impact</p>	6	30-Apr-2017	 No change

Action no, Title,	Description	Latest Note	Managed By	Latest Note Date	Due Date
CR20a Joint Safer Transport Team	Implement a joint City of London Corporation & City of London Police Road Safety/Safer Transport Team	There is no change from last month. The review of future joint working between City Police and the City's road safety team is now embodied within the One Safe City programme and is now expected to be resolved by the end of January.	Steve Presland	14-Nov-2016	31-Jan-2017
CR20b Permanent Bank Junction redesign	Permanent Bank Junction redesign	Still on track	Steve Presland	14-Nov-2016	30-Nov-2018
CR20c Interim Bank Junction	Working with TfL to explore and, where practicable, deliver short term design/operational improvements to	There is no change from the position last month. It is anticipated that a report to proceed to implementation will be presented by December this year with implementation by the end of April	Steve Presland	14-Nov-2016	30-Apr-2017

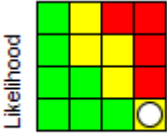
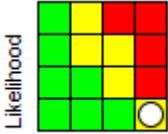

redesign	Bank Junction	2017			
CR20d Road Safety Communications Strategy	Work with the Corporation's Communications Office to deliver a Road Safety Communications Strategy	As a result of comments received from the City of London Police it is now being amended with January as the anticipated date for sign off by the Road Danger Reduction Partnership Board. The target date has been revised accordingly.	Steve Presland	14-Nov-2016	31-Jan-2017
CR20e City Contracts	Explore embedding vehicle and driver safety in all City of London Corporation contracts	ACTION COMPLETE. Vehicle and driver safety now a requirement in the City of London Responsible Procurement Strategy.	Steve Presland	18-Oct-2016	30-Sep-2016

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
DBE-DS-01 The Division becomes too small to be viable 25-Mar-2015 Bill Welch	Cause: Reduced Income causes the service to be unviable Event: Development market fails to maintain momentum or our market share shrinks Impact: Reduced staffing levels do not provide adequate breadth of knowledge and experience	 Likelihood Impact	12	Risk and controls unchanged. The current risk has to be accepted and the target risk has been adjusted accordingly. The Options for Change review has been delayed by the retirement of the Deputy District Surveyor, the replacement will be in post in December. 27 Oct 2016	 Likelihood Impact	12	27-Oct-2016	 No change

Action no, Title,	Description	Latest Note	Managed By	Latest Note Date	Due Date
DBE-DS-01a Business as usual mitigating controls	(1) Continue to provide excellent services [evidenced by customer survey]; (2) Maintain client links with key stakeholders; (3) Continue to explore new income opportunities; (4) Continue to undertake cross-boundary working.		Bill Welch		31-Dec-2999
DBE-DS-01b Building Control business model review	(1) Review and update Marketing Strategy (2) Consider Options for Change	(1) Review completed and Marketing Strategy updated. (2) (a) Consulting with LABC & neighbouring Local Authorities has commenced and is on-going; (b) Undertaking options review to commence in January 2017. The Due Date has been adjusted accordingly.	Bill Welch	27-Oct-2016	31-Mar-2017

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
DBE-PP-01 Adverse planning policy context 06-Mar-2015 Paul Beckett	Cause: A desire in Government and others to change the existing planning system in a way which may be detrimental to the City Event: Changes detrimental to the City are implemented Impact: Adverse changes cannot be prevented using local planning control	 Likelihood	12	No change - too early to assess the Planning Policy implications of Brexit 15 Nov 2016	 Likelihood	12		 No change

Action no, Title,	Description	Latest Note	Managed By	Latest Note Date	Due Date
DBE-PP-01a Business as usual mitigating controls	(1) Ongoing monitoring of government regulations; (2) continue monitor progress of, and seek to influence, Housing and Planning Bill		Paul Beckett		31-Dec-2999

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
DBE-02 Service/Pipe Subways 02-Dec-2015 Giles Radford	Cause: Provide safe access and egress for utilities and maintenance functions, whilst having operatives entering the confined space to undertake checks. Event: A lack of Oxygen, poisonous gases, fumes and vapour, liquids and solids that suddenly fill spaces, Fire and explosions, hot conditions, Entrapment and falling debris. Impact: Fatality / Major Injury / Illnesses	 Likelihood Impact	8	Webpage is now live and the associated process that goes with this. The COP has been revisited and the first draft has been circulated to all. Go LIVE date shall be the 28th November 16. 31 Oct 2016	 Likelihood Impact	8	31-Dec-2016	 No change

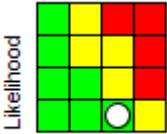
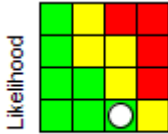

Action no, Title,	Description	Latest Note	Managed By	Latest Note Date	Due Date
DBE-02a Business As Usual Mitigations	Confined space working is avoided when possible. All PPE and other equipment required for a SSOW shall be suitable and sufficient for the tasks identified. The following PPE and equipment shall be provided, as stated in the approved code of practice All openings are controlled through a central booking system. A subway must not be entered if permission to do so has been refused. No booking will be granted to parties who are not on the database. If the contractor is not on the database they must seek approval from CoL regarding their works. Once confirmed, the contractors will be added to the system before agreeing access. All works and operatives entering the pipe subway must comply with the code of practice for access and safe working in local authority subways.		Giles Radford		31-Dec-2999

	<p>Regular inspections of the structure, covers, condition and asbestos surveys are undertaken.</p> <p>The Permit to enter form must be completed and contractors checked to ensure they have suitable and sufficient equipment to enter a confined space.</p> <p>No smoking is allowed at any time.</p>				
DBE-02b Update Code of Practice	Revisit and update the approved code of practice working with other Local Authorities who have pipe subways.	Final COP to go live this week	Giles Radford	28-Nov-2016	31-Dec-2016
DBE-02c Permit to Enter application form	Update Permit to Enter application form to improve clarity and reduce incorrect completion	[COMPLETED]	Steve Presland	19-Apr-2016	01-Mar-2016
DBE-02d Web presence	Publish an extranet page that includes all relevant documentation to ensure that utilities have access to up-to-date documents at all times. This will also include an on-line booking form.	[COMPLETED]	Giles Radford	26-Aug-2016	30-Apr-2016

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
DBE-PL-02 Not being alive to the needs/requirements of the world business centre and the political environment 23-Mar-2015 Annie Hampson	Cause: Staff are badly briefed in relation to the planning development needs of the City as a world business centre Event: Perception that we are not responsive to the planning development needs of the City as a world business centre Impact: The City's reputation suffers and we fail to deliver buildings that meet the needs of the City as a world business centre	 Likelihood Impact	6	Risk unchanged 28 Nov 2016	 Likelihood Impact	6		 No change

Page 22

Revision no, File,	Description	Latest Note	Managed By	Latest Note Date	Due Date
DBE-PL-02a	(1) Continue to work closely with other parts of the department; the City Property Advisory Team; other City of London Departments; & the Greater London Authority. (2) Attendance at MIPIM.		Annie Hampson		31-Dec-2999

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
DBE-TP-03 Major Projects and key programmes not delivered as TfL funding not received 27-Mar-2015 Steve Presland	Cause: City of London fail to bid at the appropriate time or City of London lose credibility with TfL or Reduced funding from TfL Event: TfL funding for Local Investment Plan ceased or significantly reduced Impact: Unable to deliver highway investment & improvement programmes	 Likelihood	4	Discretionary TfL funding is being maintained for 16/17 at £1.1M and potential further funding up to £1M for Bus Priority Measures. Regular meetings with TfL are being maintained. 25 Aug 2016	 Likelihood	4	30-Apr-2017	 No change

Action no, Title,	Description	Latest Note	Managed By	Latest Note Date	Due Date
DBE-TP-03a TfL interactions	Agree TfL interactions timetable	COMPLETED	Steve Presland	25-Aug-2016	30-Apr-2016
DBE-TP-03b TfL meetings	Conduct quarterly meetings with TfL-	Regular meeting being held.	Steve Presland	25-Aug-2016	30-Mar-2017

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 three listed lifts/escalators that suffered breakdown within the reporting period are shown within this report.
- The report was created on 30 November 2016 and subsequently since this time the public lifts or escalators may have been brought back into service or experienced further breakdowns which will be conveyed in the next report.

Location And Age	Status as of 29/11/2016	% of time in service between 17/11/2016 and 29/11/2016	Number of times reported Between 17/11/2016 and 29/11/2016	Period of time Not in Use Between 17/11/2016 and 29/11/2016	Comments Where the service is less than 100%
London Wall (No.1) Escalator (UP) 2003 SC6458959	OUT OF SERVICE	0%	0	288 hrs	Lift out of service from 09/08/2016, Escalator dismantled to allow major overhaul of gearbox and drive unit. Rebuild of staircase underway at time of report. Expected return to service date is 5 th December 2016.
Tower Bridge Underspan SC6459244	OUT OF SERVICE	0%	0	288 hrs	Lift taken out of service due to Tower Bridge Bascule re-decking project. Inspection expected week commencing 5 th December 2016 to bring the lift back in service.
London Wall (No.1) Lift Western Pavilion 2003 SC6458965	OUT OF SERVICE	0%	0	288 hrs.	08/11/2016 - Lift developed an electrical fault caused by the motor failing. The motor has been replaced but unfortunately an additional fault with the control panel was identified due to the loss of power, made to order parts are being manufactured. Lift out of service at the time of writing this report.

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3, 5, 7 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3, 5, 7 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3, 5, 7 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank