



Planning and Transportation Committee

Date: THURSDAY, 12 DECEMBER 2019

Time: 10.00 am

Venue: LIVERY HALL - GUILDHALL

Members:

Deputy Alastair Moss (Chair)	Christopher Hill
Sheriff Christopher Hayward (Deputy Chairman)	Alderman Robert Hughes-Penney
Munsur Ali	Deputy Jamie Ingham Clark
Rehana Ameer	Shravan Joshi
Randall Anderson	Oliver Lodge
Adrian Bastow	Natasha Maria Cabrera Lloyd-Owen
Peter Bennett	Andrew Mayer
Mark Bostock	Deputy Brian Mooney
Deputy Keith Bottomley	Sylvia Moys
Henry Colthurst	Graham Packham
Peter Dunphy	Susan Pearson
Alderman Emma Edhem	Judith Pleasance
John Edwards	Deputy Henry Pollard
Sophie Anne Fernandes	James de Sausmarez
Marianne Fredericks	Oliver Sells QC
Alderman Prem Goyal	William Upton QC
Tracey Graham	Alderman Sir David Wootton
Graeme Harrower	

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Lunch will be served in Guildhall Club at 1PM
NB: Part of this meeting could be the subject of audio 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**
(*10.00AM)
To agree the public minutes and summary of the meeting held on 5 November 2019.

For Decision
(Pages 1 - 14)
4. **MINUTES OF THE STREETS AND WALKWAYS SUB COMMITTEE**
(*10.05AM)
To receive the public minutes of the Streets and Walkways Sub Committee meeting held on 15 October 2019.

For Information
(Pages 15 - 24)
5. **OUTSTANDING ACTIONS**
(*10.10AM)
Report of the Town Clerk.

For Information
(Pages 25 - 26)
6. **CITY POINT 1 ROPEMAKER STREET, LONDON, EC2Y 9AW**
(*10.15AM)
Report of the Chief Planning Officer and Development Director.

For Decision
(Pages 27 - 84)
7. **INFORMATION REQUIREMENTS FOR THE VALIDATION OF PLANNING APPLICATIONS**
(*10.45AM)
Report of the Chief Planning Officer and Development Director.

For Decision
(Pages 85 - 118)

8. **BAYNARD HOUSE CAR PARK - VENTILATION & SMOKE CLEARANCE SYSTEM**
(*10.55AM)
Joint report of the Director of the Built Environment and the City Surveyor.
- For Decision**
(Pages 119 - 150)
9. **TOWER BRIDGE SERVICE TRENCHES REFURBISHMENT**
(*11.05AM)
Report of the Director of the Built Environment.
- For Decision**
(Pages 151 - 164)
10. **DOCKLESS CYCLE HIRE TRIAL OUTCOMES AND NEXT STEPS**
(*11.15AM)
Report of the Director of the Built Environment.
- For Decision**
(Pages 165 - 180)
11. **SEEKING A PUBLIC SPACE PROTECTION ORDER - LONDON MARATHON**
RELATED DISORDER
(*11.25AM)
Report of the Head of Community Safety.
- For Information**
(Pages 181 - 190)
12. **PUBLIC LIFT REPORT**
(*11.30AM)
Report of the City Surveyor.
- For Information**
(Pages 191 - 192)
13. **MILLENNIUM INCLINATOR MAINTENANCE UPDATE REPORT**
(*11.35AM)
Report of the City Surveyor.
- For Information**
(Pages 193 - 194)

14. **UPDATE ON GOVERNANCE AND SPENDING OF THE CITY OF LONDON'S COMMUNITY INFRASTRUCTURE LEVY AND THE PLANNING OBLIGATION AFFORDABLE HOUSING CONTRIBUTIONS**
(*11.40AM)
Report of the Director of the Built Environment.

For Information
(Pages 195 - 200)
15. **DEFINITION OF NET ZERO CARBON**
(*11.50AM)
Report of the Director of the Built Environment.

For Information
(Pages 201 - 204)
16. **FREIGHT PROGRAMME UPDATE**
(*11.55AM)
Report of the Director of the Built Environment.

For Information
(Pages 205 - 222)
17. **2019 CAR FREE DAY UPDATE**
(*12 NOON)
Report of the Director of the Built Environment.

For Information
(Pages 223 - 234)
18. **6-MONTH UPDATE ON THE ULTRA LOW EMISSION ZONE**
(*12.10PM)
Report of the Director of the Built Environment.

For Information
(Pages 235 - 238)
19. **LOCAL PLAN UPDATE**
(*12.15PM)
The Director of the Built Environment to be heard.

For Information
20. **DEPARTMENT OF THE BUILT ENVIRONMENT RISK MANAGEMENT - QUARTERLY REPORT**
(*12.25PM)
Report of the Director of the Built Environment.

For Information
(Pages 239 - 254)

21. **DELEGATED DECISIONS OF THE CHIEF PLANNING OFFICER AND DEVELOPMENT DIRECTOR**
 (*12.30PM)
 Report of the Chief Planning Officer and Development Director.
- For Information**
 (Pages 255 - 276)
22. **VALID PLANNING APPLICATIONS RECEIVED BY DEPARTMENT OF THE BUILT ENVIRONMENT**
 (*12.35PM)
 Report of the Chief Planning Officer and Development Director.
- For Information**
 (Pages 277 - 282)
23. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
24. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
25. **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.

For Decision

Part 2 - Non-public Agenda

26. **NON-PUBLIC MINUTES**
 (*12.45PM)
 To agree the non-public minutes of the meeting held on 5 November 2019.
- For Decision**
 (Pages 283 - 284)
27. **REPORT OF ACTION TAKEN**
 (*12.50PM)
 Report of the Town Clerk.
- For Information**
 (Pages 285 - 286)
28. **BRIDGE HOUSE ESTATES STRATEGIC REVIEW - UPDATE THREE**
 (*12.55PM)
 Joint report of the Town Clerk and Chief Executive and the Chief Grants Officer and Director of City Bridge Trust.
- For Information**
 (Pages 287 - 296)

29. **DEBT ARREARS - BUILT ENVIRONMENT (P&T COMMITTEE) PERIOD ENDING 30TH SEPTEMBER 2019**
(*1.05PM)
Report of the Director of the Built Environment.

For Information
(Pages 297 - 304)

30. **TRANSPORTATION AND PUBLIC REALM CONSULTANCY FRAMEWORK**
(*1.15PM)
Report of the Director of the Built Environment.

For Information
(Pages 305 - 308)

31. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
32. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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

PLANNING AND TRANSPORTATION COMMITTEE

Tuesday, 5 November 2019

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

Present

Members:

Deputy Alastair Moss (Chairman)	Alderman Robert Hughes-Penney
Sheriff Christopher Hayward (Deputy Chairman)	Deputy Jamie Ingham Clark
Rehana Ameer	Shravan Joshi
Randall Anderson	Oliver Lodge
Adrian Bastow	Natasha Maria Cabrera Lloyd-Owen
Peter Bennett	Deputy Brian Mooney
Mark Bostock	Sylvia Moys
Deputy Keith Bottomley	Graham Packham
Henry Colthurst	Susan Pearson
Alderman Emma Edhem	Deputy Henry Pollard
John Edwards	James de Sausmarez
Marianne Fredericks	Oliver Sells QC
Alderman Prem Goyal	William Upton QC
Graeme Harrower	Alderman Sir David Wootton

Officers:

Gemma Stokley	- Town Clerk's Department
Sufina Ahmad	- Town Clerk's Department
Priya Rane	- Media Officer
Simon Owen	- Chamberlain's Department
Alison Bunn	- City Surveyor's Department
Deborah Cluett	- Comptroller and City Solicitor's Department
Annie Hampson	- Chief Planning Officer and Development Director
Carolyn Dwyer	- Director of the Built Environment
Elisabeth Hannah	- Department of the Built Environment
Zahur Khan	- Department of the Built Environment
David Horkan	- Department of the Built Environment
Bruce McVean	- Department of the Built Environment
Craig Stansfield	- Department of the Built Environment
Gwyn Richards	- Department of the Built Environment

1. APOLOGIES

Apologies for absence were received from Munsur Ali, Peter Dunphy, Sophie Fernandes, Christopher Hill, Andrew Mayer and Judith Pleasance.

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

There were no declarations.

3. **MINUTES**

The Committee considered and approved the public minutes of the meeting held on 22 October 2019.

MATTERS ARISING

Climate Action Briefing Implementation (page 6) – A Member noted that the Committee were still yet to receive the City Corporation’s definition of a zero-carbon building. He asked that this matter be added to the list of Outstanding Actions until the information had been circulated.

The Section 106 and Community Infrastructure Levy Monitoring Report (page 8) – A Member questioned what progress had been made in terms of affordable housing contributions and brining this forward urgently, as a separate Supplementary Planning Document. The Chief Planning Officer and Development Director reported that this was being actively worked on and that an update would be provided at the next meeting of this Committee. The Chair agreed that this should be fast tracked given that Members had pushed for this for a number of years now and that the current numbers were clearly very wrong.

4. **OUTSTANDING ACTIONS**

The Committee received a report of the Town Clerk detailing outstanding actions from their last meeting.

Members discussed the length of the current document and the level of detail it contained for each item. The majority of Members felt that the background information provided for each item was useful in terms of reflecting the history of a matter and reflecting any nuances. The Chair reiterated that items were removed from the list once they had been dealt with.

It was, however, agreed that the table of actions could be streamlined by removing the column headed ‘Officer responsible’ and adding this information below the Action title and also combining the ‘Progress Update’ and ‘To be completed/progressed’... columns. The Town Clerk undertook to make these changes for future reports.

RECEIVED.

5. **1-14 LIVERPOOL STREET AND 11-12 BLOMFIELD STREET, LONDON, EC2M 7AW**

The Committee considered a report of the Chief Planning Officer and Development Director regarding demolition of the existing building and over site development to provide a 10 storey building for office use (Class B1) (24,134sq.m GIA) with retail floorspace (Class A1-A4) at ground floor (615 sq.m GIA), roof plant and two levels of partial basement.

Officers introduced the report and underlined that the site in question was heavily compromised due to nearby Crossrail infrastructure. Members were also informed that the site would require servicing on-street. The Committee

were shown views of the site from various different perspectives and pictures of the existing and proposed buildings.

Officers highlighted the particular concerns raised around the design of the upper storeys of the proposed development. Officers stated that they were of the view that the proposals and proposed use of cast metal – a unique material for the City - was both contemporary and creative. Officers went on to highlight that the nearby 100 Liverpool Street building was of comparable height and that the proposed height of this development, at a location that was very much a gateway to the City was therefore justified.

Members were also informed that Historic England had expressed concern around the view of the proposed development from Liverpool Street, alongside the Great Eastern Hotel.

The Chair thanked Officers for the introduction. He invited the two Members of the Committee who had attended a site visit last week to open with any comments they might have on the application.

A Member who had attended the site visit last week stated that he was generally supportive of the application but that he would appreciate further information on the servicing of the proposed development and the effect that this was likely to have on other businesses also using Blomfield Street for this purpose. He added that he would also like to see whole life carbon impact and the degree of re-use noted within the report.

The second Member who had visited the site stated that he too was supportive of the application and in favour of the mansard design of the upper three storeys.

Another Member stated that the 'opening up' of this area for pedestrians had been a long time coming and he sought assurances that these proposals would not now impinge on pedestrian access here either during construction or once complete. He went on to highlight that the wording in the report seemed to suggest that the developer was not willing to contribute to the cost of cycle hire facilities. He questioned their position on this given that this appeared to be one of few sites in the City where such facilities could potentially be accommodated and the fact that cycling in the City was being increasingly promoted and encouraged.

A Member reported that the City of London Conservation Area Advisory Committee (CAAC) had discussed the plans extensively and were generally supportive of them. However, given the servicing issues, he stated that he would like to have genuine certainty around consolidation. With regard to cycle hire immediately next to the Crossrail site, he argued that all bicycles would, inevitably, be gone in the morning and that this would then require additional cycles to be trucked in which would be problematic on this site. The Chair commented that he was grateful to the CAAC for their work and to the Member for regularly attending their meetings.

Officers reported that cycle hire contributions would be negotiated between TfL and the developer and that the City Corporation would be peripheral to these discussions.

A Member commented that this was an application for an office development in a business area and therefore seemingly straightforward. However, he underlined that it was the statutory duty of this Committee to consider all relevant factors when determining the application. He conceded that the design of the proposed building, on the lower floors was a clear improvement on the existing structure. The same could not be said of the top three storeys, something highlighted by the City Heritage Society and the CAAC in their respective submissions but not adequately addressed within the report. The Member went on to state that he was personally of the view that the top three storeys of the proposed development were grotesquely out of keeping with the design on other buildings within the Bishopsgate Conservation Area. For this reason, he intended to vote against the application and would prefer the applicant to resubmit plans which were more in keeping with the architectural integrity of the City.

The Deputy Chairman spoke to disagree with this view. He stated that, whilst he understood the nature of the concerns, he personally found the design of the building and the proposed façade treatment particularly interesting and classy. This seemed to be a matter of design perspective and not a large enough issue, in his opinion, to reject the application. He added that the City was not unused to having unique buildings and that he was against the idea that City office buildings should all appear similar. He went on to state that this site was part of a complex jigsaw around Liverpool Street and the Crossrail site and that the application would contribute to meeting aims around the increase of office floorspace in the City.

Another Member spoke to highlight that this was a controversial application which seemed to, unfortunately, attract only marginal support in terms of design. He went on to refer specifically to ventilation and the statement with the report that ventilation systems for extracting and dispersing any emissions and cooking smells to the external air were to be at roof level. He questioned whether this would be true for the entire building, including the proposed retail units at ground floor level. Officers highlighted that this was for the entire building and that this was conditioned at Condition 28.

The Member went on to question how many occupants the finished building was likely to hold and whether a congestion assessment had been undertaken in what was clearly a very difficult and busy area. He finished by stating that he found reference to the constraints of Crossrail infrastructure for the justification of the scale of the building within the report curious. Officers drew Members attention to the 'Trip Generation' paragraphs within the report which indicated that the proposed development would generate a total of 547 two-way person trips during the AM peak hours.

Another Member spoke to reiterate that the site in question was very busy, crowded location – something which the design of the proposed development

did not appear to take into account. She questioned, specifically, the use of long sheets of glass at ground floor level and whether this was appropriate in terms of security and anti-terrorism. She went on to agree that servicing at street level was a huge problem on this site and reiterated the need for a consolidation centre which she added that she would like to see conditioned to ensure that the completed development could not be occupied until these arrangements had been confirmed. She also added that servicing on-site should be possible if stipulated in the design brief.

Officers commented that the façade of the building and glass sheets would be hardened and conditioned.

The Member went on to comment on the mansard roof design stating that mansard roofs were, in her opinion, supposed to be sleek and blend into the skyline. She stated that this was clearly not the case for the upper three storeys of the proposed development and this element therefore required further work.

A Member spoke in favour of the design of the building adding that it was important that the City be innovative and progressive in terms of design, continuing to mix the old and the new. Other Members echoed this same point with one citing 1 Poultry at Bank Junction as an example of an existing contemporary Mansard Roof that was both innovative and interesting.

Officers reported that the proposals for the upper three storeys of the building were a contemporary interpretation of a mansard roof. They also questioned the view that all mansard roofs were designed as subservient and highlighted that this would be a 'bookend' building on the proposed site.

Officers responded to concerns around servicing, highlighting that, due to nearby Crossrail infrastructure, this would need to be on-street. Officers agreed that Liverpool Street West should be fully pedestrianised and highlighted that servicing would be undertaken by small vans accessing the site from Broad Street Avenue. Officers starting point was that there should be a dedicated on-street loading bay for this purpose but that this would need to be the subject of a separate statutory process. Officers highlighted that bus stands currently located on Blomfield Street would need relocating due to the loading bay required for this site. They reported that they were currently working hard to find alternative locations for these.

With regard to consolidation, Officers agreed that this was essential and that the report suggested this be secured through the S106 with a cap on the number of deliveries secured through the DSP. In their opinion, this was the best route to secure this, by way of detailed discussions as opposed to conditions to either 'pass' or 'fail'. The Comptroller and City Solicitor highlighted that consolidation centres were listed amongst the City's Planning Obligations. She added that, in dealing with consolidation at S106 as opposed to conditioning, a range of other arrangements could be explored including monitoring, an opportunity for the City Corporation to request amendments and even financial contributions towards the monitoring of arrangements.

A Member spoke to state that she was disappointed to learn that the proposed development could not use the ground heat pumps from the Crossrail site. She also questioned the route that cyclists would need to take into the new building and whether this would involve them having to pass through the bin store. Finally, she questioned how servicing and waste would be taken in to and out of the building and whether a waste strategy would be in place.

Officers spoke to state that cycle access via the bin stores was not optimum design but reiterated that this was a very constrained site. Members were informed that there was just one potential area for any overlap between cyclists and waste but that it was hoped that the timing of this could be managed to ensure that such instances were minimal.

A Member noted that the ground floor plan of the building showed a lift entrance at Broad Street Avenue and questioned why this might not be used for servicing. Officers suggested that this would be used as much as possible to relieve pressure elsewhere but highlighted that larger trucks were unable to physically access Broad Street Avenue.

Another Member stated that, whilst it was obviously a matter of taste, he was not in favour of the mansard roof design. He also felt that there was insufficient information on the impact of this development at a difficult site which would welcome tens of thousands of people into the City on a daily basis.

Another Member agreed that she felt that this was a premature application in many respects. She suggested that the Committee should therefore push back on this. She added that she was concerned that the points made on energy were only grappled with briefly within the report and stated that she would be keen to see more in terms of feasibility and London Plan targets. She concluded by stating that she did not feel she had seen enough genuine benefits to the scheme to outweigh the concerns raised on it by Historic England and others.

Officers highlighted that carbon emissions were conditioned at Condition 79 which required a detailed assessment to be carried out ahead of any construction works.

A Member raised concerns in terms of Wind Microclimate and that the approach here seemed to be rather 'hit and miss'. Officers agreed that this required further work and would be dealt with both under S106 and conditions.

The Chair asked that the Committee move to a vote on the application before them. Votes were cast as follows:

FOR – 19 Votes

AGAINST – 8 Votes

There were no abstentions.

REOLVED – That:

(a) Planning permission be GRANTED for the above proposal in accordance with the details set out in the attached schedule subject to planning obligations and other agreements being entered into in respect of those matters set out in the report, the decision notice not to be issued until such obligations have been executed; and

(b) Officers be instructed to negotiate and execute obligations in respect of those matters set out in the report under Section 106 and any necessary arrangements under Section 278 of the Highway Act 1980.

6. **TRANSPORT STRATEGY UPDATE: QUARTER 1 & QUARTER 2 2019/20**

The Committee received a report of the Director of the Department of the Built Environment updating on progress with delivering the City of London Transport Strategy. The report covers Quarters 1 and 2 of 2019/20 (May - September 2019).

The Chair highlighted the relationship between this Committee and the Streets and Walkways Sub Committee in terms of implementing the Transport Strategy and invited the Chairman of the Sub Committee to comment further on this. The Chairman of the Streets and Walkways Sub Committee reported that a great deal of progress had been made in terms of implementing the Transport Strategy in recent months including further improvements at Ludgate Circus and the successful Lunchtime Streets initiative. He added that the minutes of the Sub Committee were regularly brought to this Committee for information which would allow Members to keep track on future progress here. He added that he felt a great sense of momentum to progress these matters now and a great deal of positive energy behind this. He highlighted, however, that a number of matters continued to be on hold due to the ongoing fundamental review and asked that Members seek to ensure that these projects were not unduly delayed for this reason.

A Member referred to flows coming into the City and questioned if any work had been done to look at how much more the City could reasonably manage/facilitate. He asked that Members receive an annual report looking at the bigger picture and how the Transport Strategy dovetailed with those moving around the City and the capital more generally. Officers reported that the City Corporation was working alongside TfL to improve transport links/connections into the Square Mile. They sought to provide a fuller update on this in future quarters.

Another Member congratulated Officers on moving the Strategy forward. She referred specifically to the project on consolidation of deliveries at COL sites and stated that she would be interested to understand if targets were going to be met here and how many consolidation centres were to be established and operational before buildings were occupied.

The Member went on to refer to cycle parking, something which there was a huge increase in desire for and suggested that pavement space in the City for this purpose was not feasible. Instead, she asked that Officers combine this

with a reduction in carparking spaces in the City where possible. She went on to refer to river transport stating that she would be keen to receive an update on this and consolidation opportunities here. She concluded by highlighting that there were a number of 'quick wins' that Officers could deliver against the Strategy such as addressing the issue of congestion on pavements by reviewing and implementing policies already in place around the positioning of A-boards and external tables and chairs.

The Deputy Chairman seconded the point around river use given that this was a huge asset in the City. He added that the purchase of the Barking and Dagenham site for potential use by the City's markets intended to make use of the river as a means of transportation. Officers stated that future reports would provide further details on potential river use for both freight and passenger transport.

Officer added that it was envisaged that a review of the A-boards policy would be brought to Members this financial year and reported that a review of how on-street parking within the City was currently used and any opportunity to re-purpose/re-allocate spaces for dockless cycle parking was currently underway.

Another Member suggested that he would like to see the pedestrianisation of the entire City Cluster, including Leadenhall Street, pushed forward given the increased development coming forward here, support for this move from local businesses and security implications. The Chair stated that this was already being actively worked on. Officers stated that this was addressed within the City Cluster Vision and that some opportunities for quick wins such as introducing timed vehicle restrictions to certain areas were being identified. Officers clarified that this was the case across the City and not just within the Cluster.

A Member commented that there were approximately 45 projects listed within the Strategy, across the Square Mile, and suggested that Officers should seek to undertake further public consultation on these at specific points to ensure that work was still progressing in the right way, in a 'you said, we did' approach. Officers agreed that it was important that the Strategy did not stand still and that it would therefore be updated every three years incorporating public consultation as suggested.

A Member referred to the West side of the City, more specifically West Smithfield and stated that he was disappointed not to see further detail/progress on this, He sought reassurances that the matter would be dealt with holistically and sufficiently co-ordinated. He went on to reference the Beech Street air quality and public realm enhancements project and questioned progress around this given that we were already in Q4 of 2019/20. The Chair reported that both he and the Chairman of the Streets and Walkways Sub Committee were very much involved in work around West Smithfield which was being coordinated by Officers. Officers reported that there would be a report on the Beech Street project to the next meeting of the Streets and Walkways Sub Committee and that it was hoped the project would be delivered by March 2020.

The Deputy Chair voiced concerns around certain projects being held up by the Fundamental Review. He shared particular concerns about any delay to the Bank Junction project which could prove seriously problematic if improvements were not delivered ahead of the station works here. He suggested that clarity as to what projects could be released ahead of the conclusion of the Fundamental Review was needed as soon as possible. The Chair added that certain projects were also considered politically sensitive and that the programming of these could also be affected given the forthcoming General Election.

Officers reported that the Capital Bids process was now underway and that all projects currently on hold would form part of this. The views of this Committee would also be sought in terms of prioritisation as part of this process.

A Member requested that projects be colour coded in terms of progress in future reports so that the Committee could focus attention on those items flagged as Amber or Red. Officers undertook to introduce this system going forward.

RESOLVED – That, Members note the report.

7. **UPDATE ON ENFORCEMENT MONITORING REPORT**

The Committee received a report of the Chief Planning Officer and Development Director outlining the issues involved in dealing with short-term lets in residential premises and a procedure note outlining the enforcement process.

A Member noted that 'Air B 'n' B' had, in theory, introduced a policy where residences could not be let for more than 90 days, however, a second listing of a property seemed to effectively overcome this restriction. He questioned whether the City Corporation had discussed the issue with major letting companies and requested information on/access to their registered properties in the City.

Another Member stated that this was clearly a big issue that would, ideally, require a pan-London approach. He added that the organisation should therefore be working alongside others to press for primary legislation on this. He agreed that the issue was easier to address if information on all short-term lets was accessible and suggested that full disclosure should be a requirement for operation going forward.

Another Member suggested that the City Corporation should distribute information alongside future council tax bills to outline their position on this important matter.

The Chair agreed that the organisation should lobby on this matter and also continue to actively tackle the problem. He added that other boroughs had teams of people working consistently on this matter.

Officers informed the Committee that a meeting with adjoining boroughs at which London Councils would present was taking place to discuss this next week. They undertook to update Members further following this meeting.

RECEIVED.

8. 2019/20 BUSINESS PLAN UPDATE Q2

The Committee received a report of the Director of the Built Environment setting out the progress made during Q2 of the 2019/20 Departmental Business Plan.

A Member commented that, financial information aside, the report did not offer any real sense, strategically, of progress made against specific objectives for Quarter 3. Officers stated that the approach to feeding back to Committee's was very much a work in progress and thanked Members for their input which would be taken on board for future updates.

A Member referred to the projected overspend and the three reasons offered for this. He questioned how much of the overspend was attributable to incomplete timesheets and what the difference between the first and the third reasons were. A second Member noted that the budget was currently overspent by £345k but that a £357k better than budget position was forecast for 2019/20. He questioned whether this was attributable to not recruiting to staff vacancies and, if so, whether this was a false economy that would lead to standards slipping. Officers clarified that recruitment in the department had not ceased but that selective recruitment was being undertaken and existing staff were also being given opportunities to take on new skills. In response to further questions around stress, Members were assured that the Department had stress management policies in place and that these matters were regularly discussed with staff at 1:1 meetings with their line managers.

The Chamberlain clarified that the majority of costs did relate to staffing. With regard to incomplete timesheets, Members were informed that there had been some delays towards the end of September 2019 around this. He added that there were agreed staffing budgets to charge to Capital Works but that other staff did not pick up costs on non-Capital projects

A Member questioned what a TMAN application was. Officers clarified that this was a Traffic Management system and undertook to provide details of acronyms/abbreviations going forward.

A Member spoke to congratulate Officers on progress made in quarter 2.

RESOLVED – That, Members note the report and appendices.

9. PUBLIC LIFT REPORT

The Committee received a report of the City Surveyor containing details of 2 public escalators/lifts that were in service for less than 95% of the time.

In response to a question, the City Surveyor confirmed that the Blackfriars Bridge lift was still out of service to date. It was expected to return to service by the end of this week.

RECEIVED.

10. **THE CITY OF LONDON CORPORATION'S DRAFT SPORT AND PHYSICAL ACTIVITY STRATEGY FOR 2020-25**

The Committee received a report of the Head of Corporate Strategy and Performance relative to the City of London Corporation's DRAFT Sport and Physical Activity Strategy for 2020-25.

A Member commented that there are not many City-specific assets and suggested that a soft surface strip could be incorporated on pavements for runners. He commented that this had been done successfully in other countries such as Abu Dhabi and paid for by corporations. The strip could also still be walked across by pedestrians and used for self-promotion. The Member added running was an inexpensive, inclusive sport and something which should be endorsed from a public health point of view. It was felt that this idea was something that could be explored further through the Streets and Walkways Sub-Committee. Officers responded that there was nothing in the strategy that would prevent this idea being explored, but that ultimately it would come down to Members deciding if it was a priority and resources, as well as ensuring that it supported the Transport Strategy.

A Member stated that he was nervous about the idea of creating a new Working Party around the Strategy, and said that if it were to proceed, it should have a defined term of no more than two years. The Town Clerk reminded the Committee that a Governance Review was now underway and that all such bodies would need to be considered in the round as part of this.

Another Member welcomed the progress made on the new draft of the strategy but noted that it contained references to continued investment and therefore asked that the organisation's total spend on sport was detailed. Whilst he acknowledged that this information might be difficult to gather from across the organisation, he felt that, without this information, it would not be possible to understand if our investment was proportionate or to look at the matter more strategically. Officers responded that they had sought financial information from the four main contributing departments and that this information should be available when the next draft is shared.

At this point, the Chair sought approval from the Committee to continue the meeting beyond two hours from the appointed time for the start of the meeting, in accordance with Standing Order 40, and this was agreed.

Another Member added that we should not lose sight of the fact that there were benefits in kind that the organisation added. Officers reported that there is an in-kind register and that this could be reviewed for sport and physical activity related in kind support with this information included within future drafts of the Strategy.

A Member highlighted that Open Spaces were referenced clearly in the report in terms of them being designed and maintained to encourage positive physical activity. However, she added that such descriptions should be considered carefully given that some of the City's Open Spaces were being asked to identify savings and cut resources. Officers assured the Committee that the wording within the Strategy had been reviewed carefully by the Director of Open Spaces and the Business Manager for that Department to ensure that no commitments were made in the strategy that could not be honoured going forward.

RESOLVED – That, having reviewed the draft version of the Sport and Physical Activity Strategy, Members endorse the document, subject to the comments made today being addressed.

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

The Committee received a report of the Chief Planning Officer and Development Director detailing development and advertisement applications determined by the Chief Planning Officer and Development Director or those so authorised under their delegated powers since the report to the last meeting.

RECEIVED.

12. **VALID PLANNING APPLICATIONS RECEIVED BY DEPARTMENT OF THE BUILT ENVIRONMENT**

The Committee received a report of the Chief Planning Officer and Development Director detailing development applications received by the Department of the Built Environment since the report to the last meeting.

RECEIVED.

13. **DEPARTMENT OF THE BUILT ENVIRONMENT: 'BREXIT' UPDATE**

The Committee received a report of the Director of the Built Environment updating Members on the potential implications of Brexit for the Department of the Built Environment.

The Chair highlighted that identical reports had now been submitted to the Committee on this matter for some months now. With this in mind it was put to Members, and agreed unanimously, that the report now be removed from future agendas until such time as further updates were necessary.

RESOLVED – That Members note this report and that further update reports will be made to subsequent meetings of the Committee as appropriate.

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

There were no questions.

15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
There were no additional, urgent items of business for consideration.

16. **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 the Schedule 12A of the Local Government Act.

<u>Item No.</u>	<u>Paragraph No(s).</u>
17	3
18-19	-

17. **NON-PUBLIC MINUTES**
The Committee considered and approved the non-public minutes of the last meeting held on 22 October 2019.

18. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
A Member raised a question on Crossrail progress.

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

Date of next Meeting

The Chair reminded Members that the next meeting of this Committee was scheduled to take place on Thursday 12 December 2019 and that this meeting would proceed in spite the General Election now being held that same day.

The meeting closed at 12.41 pm

Chairman

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STREETS AND WALKWAYS SUB (PLANNING AND TRANSPORTATION) COMMITTEE

Tuesday, 15 October 2019

Minutes of the meeting of the Streets and Walkways Sub (Planning and Transportation) Committee held at the Guildhall EC2 at 11.00 am

Present

Members:

Oliver Sells QC (Chairman)	Deputy Jamie Ingham Clark
Graham Packham (Deputy Chairman)	Shravan Joshi
Randall Anderson	Deputy Alastair Moss
Peter Bennett	Christopher Hill (Ex-Officio Member)
Deputy Keith Bottomley	Paul Martinelli (Ex-Officio Member)

Officers:

Joseph Anstee	- Town Clerk's Department
Zahur Khan	- Department of the Built Environment
Ian Hughes	- Department of the Built Environment
Gillian Howard	- Department of the Built Environment
Leah Coburn	- Department of the Built Environment
Steven Bage	- City Surveyor's Department
Julian Kverndal	- City Surveyor's Department
Sam Lee	- Department of the Built Environment
Rory McMullan	- Department of the Built Environment

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Sheriff Christopher Hayward, Alderman Alison Gowman and Barbara Newman.

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

There were no declarations.

3. MINUTES

RESOLVED – That the public minutes and non-public summary of the meeting held on 22 July 2019 be agreed as a correct record.

4. CROSSRAIL LIVERPOOL STREET URBAN INTEGRATION (WIDER AREA)

The Sub-Committee considered a report of the Director of the Built Environment concerning the new Crossrail station at Liverpool Street. The Director of the Built Environment introduced the report and outlined the key points for Members, confirming that there had been some delays to immediate work resulting from the wider delay to Crossrail, but that currently these would not significantly affect the project outcomes.

RESOLVED – That the Streets & Walkways Sub-Committee:

1. Note the next steps for Phase 2 of the Liverpool Street Crossrail Urban Integration Project;
2. Agree to the increases in scope, including three pedestrian junctions around the area and the inclusion of the northern arm of Finsbury Circus, as shown in Appendix 3 –Requested and Approved Areas of Scope;
3. Note the establishment of a new external working group to include Network Rail, Transport for London, British Land and other local stakeholders;
4. Note the with the current local development timescales, it could mean that delivery of this Phase 2 work may have to be staggered;
5. Note the new estimated cost of £4.1m for Phases 1 & 2, with Phase 1 being funded by Crossrail and Phase 2 from existing Section 106 funding as identified in the 'Review of Projects within the Built Environment Directorate' report (July 2019);
6. Agree the allocation of £206,500 (excluding risk) from the Phase 2 agreed funding allocation to be utilised to reach the next gateway stage;
7. Agree to the Costed Risk Provision of £25,700 up to the next Gateway funded from the Phase 2 agreed funding allocation; and
8. To delegate to the Director of the Built Environment authority to approve budget adjustments above the existing authority within the project procedures, in consultation with the Chamberlains, between budget lines provided that these are within the total agreed allocation.

5. **CROSSRAIL REINSTATEMENT PROJECTS - UPDATE REPORT**

The Sub-Committee received a report of the Director of the Built Environment providing the Sub-Committee with a wider update on Crossrail and the reinstatement of public highway areas following construction of Crossrail. The Director of the Built Environment introduced the report and addressed several points raised by Members, regarding the emerging risk at Lindsey Street and Finsbury Circus, also assuring the Sub-Committee that officers were confident on the range of costs resulting from delays to the Crossrail programme.

Members then discussed Community Infrastructure Levy (CIL) and queried how the CIL budget was controlled and the process for allocating funds. The Director of the Built Environment explained that funding bid reports would be presented to relevant Committees in December, and this would determine whether CIL funding was allocated to the Crossrail Finsbury Circus reinstatement project. The City of London Corporation had moved towards an annual bid process for allocating central funding such as CIL or On-Street Parking Reserve (OSPR). As Members felt the matter was not clear, it was

requested that officers provide a clear explanation on the processes around the allocation of funding following the meeting.

RESOLVED – That the report be noted.

6. **80 FENCHURCH STREET**

The Sub-Committee considered a report of the Director of the Built Environment seeking authority to undertake the required Section 278 highways works in the vicinity of the development at 80 Fenchurch Street. The Director of the Built Environment introduced the report and drew Members' attention to the key points.

In response to a query from a Member, the Director of the Built Environment confirmed that the project enabled improvements to the lighting in the area, and that officers were working with the police on anti-social behaviour. An update on the implementation of the Lighting Strategy could be brought to a future committee meeting ahead of its completion. In response to a query from Member regarding carriageway reprofiling and the costs it incurred, the Director of the Built Environment advised that efforts were made to mitigate against this during the planning process, including a standard planning condition. However, errors were still sometimes made by developers during construction, and the costs of rectifying these errors were picked up by the developer.

RESOLVED – That the Streets & Walkways Sub-Committee:

1. Approve the revised budget of £291,397 (an increase of £251,397, excluding risk and commuted maintenance) is set up to reach Gateway 6;
2. Note the Risk Provision of £24,478 (to be drawn down via budget adjustment if required);
3. Note the Commuted Maintenance sum of £9,650;
4. Note the revised total project cost of £325,525 inclusive of risk and commuted maintenance;
5. Approve the project to move from the 'light' to 'regular' route as set out in the Gateway Procedures;
6. Approve the design option shown in Appendix 4 – Scheme Design for construction;
7. Delegate to the Director of the Built Environment authority to approve budget adjustments, above the existing authority within the project procedures and in consultation with Chamberlains, between budget lines if this is within the approved total project budget amount; and
8. Delegate to the Director of the Built Environment, in consultation with the Chamberlain, authority to further increase or amend the project budgets

in the future (above the level of the existing delegated authority) should any increase be fully funded by the Developer.

7. CITY CYCLEWAYS PROGRAMME - PHASE 1

The Sub-Committee considered a report of the Director of the Built Environment regarding delivery of a programme of pedal cycle projects as proposed in the City of London Corporation's adopted Transport Strategy. The Director of the Built Environment introduced the report, drew Members' attention to key points and outlined the options available. The Sub-Committee noted an error on the risk register wherein the pre- and post-mitigation scores were the wrong way around.

In response to a number of queries from Members, the Director of the Built Environment confirmed that no existing infrastructure on Queen Street would be removed, although some would be moved around to clear space, and that the project budget accounted for project monitoring to continue. Whilst a wider servicing and loading review was ongoing, officers were proposing increasing restrictions at some problem locations. The roads were sufficiently wide that the scheme would allow adequate space for both pedestrians and cyclists. The increased costs could be met within the existing budget due to savings made during procurement, with TfL likely to provide additional funding if required due to their support for cycling projects.

Members were supportive of the scheme and of efforts to create shared spaces for pedestrians and cyclists to coexist on the streets and roads, which would also combat key issues including aggressive cycling. The Chairman added that this could be the first of a number of schemes and was important for the future.

RESOLVED – That the Streets & Walkways Sub-Committee:

1. Agree to the proposals as detailed in Option 2 (Intermittent surface treatment of the shared use spaces and improvements to the existing Q11 route, and other Quick Win measures) to proceed to the next gateway (authority to start work);
2. Agree to increase the scope to include proposals on Wood Street and the raised carriageway at the southern end of Queen Street;
3. Agree to a revised total estimated cost to deliver Phase 1 (Option 2) of £680k (an increase of £100k), which can be funded from the overall grant of £880k for 2019/20, subject to agreement from TfL;
4. Agree the revised budgets for the three phases as set out in Appendix 2 (tables 2 to 4); and
5. Agree to delegate the resolution of any objections to the Director of the Built Environment in consultation with the Chairman and Deputy Chairman of the Streets & Walkways Sub-Committee.

8. **PUDDLE DOCK IMPROVEMENT MEASURES**

The Sub-Committee considered a report of the Director of the Built Environment regarding improvement measures for Puddle Dock, principally to introduce a new pedestrian route between Blackfriars Pier and Queen Victoria Street. The Director of the Built Environment introduced the report, drew Members' attention to key points and outlined the options available. The scheme would reduce dangerous pedestrian crossing for expediency, particularly on Upper Thames Street.

The Director of the Built Environment advised the Sub-Committee that the two options proposed would be similar in its delivery for pedestrians, but Option 1 was recommended as Option 2 would require more substantial work and a greater budget for a negligible increase in impact.

RESOLVED – That the Streets & Walkways Sub-Committee:

1. Approve a revised evaluation budget of £148,026;
2. Note the estimated cost of £509,126 for the project;
3. Note the risk register;
4. Approve the proposals as shown in Appendix 1;
5. Agree that an additional budget of £361,100 is approved to reach the next Gateway; and
6. Agree authority to start work.

9. **PUBLIC STATUARY - RELOCATION OF THE LIFFE TRADER STATUE**

The Sub-Committee considered a report of the City Surveyor advising of the Section 106 agreement to relocate the LIFFE Trader Statue from its original position in Walbrook, which is being paid for by the developer of the Bloomberg Walbrook Square project, and seeking Members approval for the new proposed location of the statue in Dowgate Hill, near LIFFE's last home.

The City Surveyor introduced the report and gave Members an overview of previous governance in respect of the statue. The Sub-Committee noted that some bike parking would now have to be restyled to accommodate the statue in its proposed location, but this was not expected to be problematic.

RESOLVED – That the Streets & Walkways Sub-Committee:

- a) Approve the proposal to relocate the LIFFE Trader statue to the southern end of Dowgate Hill, at no cost to the City of London Corporation; and
- b) Agree that the unspent funds deposited by the developer of the Bloomberg Walbrook Square project to meet the cost of relocating the

statue be returned to the developer, after deduction for the City's supervisory and administration costs.

10. **RESOLUTION OF THE BARBICAN RESIDENTIAL COMMITTEE**

The Sub-Committee considered a resolution from the Barbican Residential Committee regarding public realm in and around the Barbican Estate. The Chairman advised that following consultation with officers, it had become apparent that the resolution was not within the remit of the Sub-Committee and therefore the Sub-Committee had limited power to discuss it.

The Director of the Built Environment confirmed that this was the case and advised that officers would confer to redirect the resolution as appropriate, before outlining the Department of the Built Environment's (DBE) position. Whilst City of London walkways were under the remit of the Streets & Walkways Sub-Committee, a review previously undertaken in respect of the Barbican Estate had resulted in a rationalisation of roles and responsibilities. As part of this rationalisation, responsibility for inspecting and maintaining the highwalk surface, drainage, wayfinding and signage had transferred from the DBE to the Department of Community and Children's Services. As part of this handover, a review of funding was undertaken, and a budget fully transferred from DBE to the Department of Community and Children's Services.

The Director of the Built Environment advised that DBE continued to ensure the Department of Community & Children's Services had access to use the City's term maintenance contractor for undertaking their minor works, also funded by the Department of Community and Children's Services, and highwalk lighting, which was part of the City of London's integrated street lighting system and was currently being upgraded as part of the City-wide lighting strategy by DBE. Major projects relating to the Estate were delivered by the City Surveyor's Department on behalf of the Department of Community and Children's Services.

Members agreed that whilst the resolution was not within the remit of the Streets & Walkways Sub-Committee, it raised important points and concerns that should be acknowledged. The Sub-Committee was supportive of officers redirecting the resolution as appropriate and suggested the resolution be forwarded to the Department of Community and Children's Services.

RESOLVED – That the Streets & Walkways Sub-Committee:

1. Acknowledge the reasonable concerns of Barbican residents and on behalf of visitors, as set out in the report appended to the resolution; and
2. Instruct officers to redirect the resolution as appropriate and forward the resolution to the Community and Children's Services Committee.

11. **UPDATE ON REPLACEMENT ON NON-ELECTRIFIED STREET FURNITURE TO SUPPORT CITY OF LONDON WIRELESS CONCESSION**

The Sub-Committee considered a report of the Director of the Built Environment seeking delegated authority to permit the replacement of 3 metre

columns with 8 metre columns across the Square Mile to support the roll out of 5G mobile small cells in a further 150 locations, on the basis that the initial 10 locations are not considered to present an impact on users of the public highway. The City Surveyor introduced the report and drew Members' attention to the key points before presenting slides of the columns in the initial 10 locations to outline their impact.

Whilst Members recognised that the 8 metre columns were not a perfect solution, they were supportive of the proposals as they provided important infrastructure and contributed to strategic aims. In response to queries from Members, officers advised that no new locations would be required, only replacements for columns in existing locations. The columns could also be used for other purposes and would have an ongoing use, and would be installed in locations that would not impact pedestrians. The Director of the Built Environment advised that the columns were low-maintenance and had a healthy lifespan, and could be maintained within existing budgets.

RESOLVED – That delegated authority be granted to the Director of the Built Environment, in consultation with the Chairman and Deputy Chairman of Streets & Walkways Sub-Committee, to approve the further replacement of 3 metre columns with 8 metre columns in 150 locations to facilitate the housing 5G small cell equipment to improve mobile coverage across the Square Mile.

12. PROGRESS UPDATE ON THE BANK ON SAFETY INTERIM SCHEME IMPROVEMENTS PROGRAMME

The Sub-Committee received a report of the Director of the Built Environment providing a progress report on the programme for the interim work at Bank Junction, following a request from the Planning & Transportation Committee. The Director of the Built Environment introduced the report and outlined the key points for Members. The Sub-Committee was advised that work at the junction itself was now scheduled to start in early January, with work on Bartholomew Lane scheduled to start on 16 November.

Members stressed the importance of modern and useful signage and effective communications during the works and in future going forward, to enable flexible opening and closing of the junction. It was also felt that enough time had elapsed to justify more enforcement on breaches of the restrictions to the junction.

The Director of the Built Environment advised that the gas works on Cannon Street were due to finish in mid-November. A communications strategy about the resumption of enforcement at the junction was being planned. Whilst drivers were still allowed to have their first Penalty Charge Notice cancelled, ending this concession was now under discussion. Resulting from the Bank on Safety scheme, a contract was in place for the City of London Corporation to begin its own CCTV enforcement, with permanent cameras to be installed at the junction.

The Director of the Built Environment added that a consultant had been commissioned to devise a Directional Signage Strategy. This would enable an

in-depth study of signage and road markings at the junction and elsewhere. Officers had also consulted Satnav companies for assurance that their data was up-to-date, and confirmed that all self-updating systems would have the correct information.

RESOLVED – That the report be noted.

13. **LUNCHTIME STREETS - FIRST YEAR REVIEW**

The Sub-Committee received a report of the Director of the Built Environment providing the Sub-Committee with a review of the first year of 'Lunchtime Streets' events.

Members felt that the events had been a clear success, with a high level of public approval and positive feedback, and therefore ambition should be to expand on the first year with an extended programme of more events in 2020. Proposals were welcome from Members, who should consider potential locations within their wards.

The Director of the Built Environment confirmed that officers continued to engage and work with stakeholder groups, and were considering a programme of six events for 2020, with possibilities including events around Cheapside or Liverpool Street. Members were supportive and encouraging, and requested that a report be brought back to Committee with further details on plans and proposals for 'Lunchtime Streets' events in the next year.

RESOLVED – That the report be noted.

14. **REPORT OF ACTION TAKEN**

The Sub-Committee received a report of the Town Clerk advising Members of action taken by the Town Clerk since the last meeting of the Committee, in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order Nos. 41(a) and 41(b).

RESOLVED – That the report be noted.

15. **OUTSTANDING REFERENCES**

The Sub-Committee received a list of outstanding references.

RESOLVED – That the outstanding actions list be noted, and updated accordingly.

16. **ANY OTHER BUSINESS**

In response to a request for feedback resulting from Car Free Day, which had taken place in September, the Chairman added that he felt the event had been a great success and hoped it would be repeated. The Director of the Built Environment confirmed that the event had been well-received and well-attended, despite bad weather, and advised that any reporting and statistics communicated by TfL could be passed on to Members. Open House weekend figures were slightly down, but this may have been caused by the greater diversity in activities available.

In light of the ULEZ scheme being in place for six months, a Member asked that data relating to the scheme be presented to the Sub-Committee where possible, and requested that officers also look into cycle cargo vehicles, particularly route monitoring and their traffic impact.

The Chairman thanked officers for their work done so far and noted the emerging pattern of topics, representing changes to the City of London which were a fantastic opportunity.

17. **NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the meeting held on 22 July 2019 be agreed as a correct record.

18. **ANY OTHER BUSINESS WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was no other business.

The meeting closed at 12.26 pm

Chairman

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PLANNING AND TRANSPORTATION COMMITTEE – OUTSTANDING ACTIONS

Item	Date	Action/ Responsible Officer	Progress Update and Date to be progressed/completed
1	18 March 2019 2 April 2019 30 April 2019 24 May 2019 18 June 2019 9 July 2019 30 July 2019 10 Sept 2019 1 Oct 2019 22 Oct 2019 5 Nov 2019	<p align="center">Daylight/Sunlight – Alternative Guidelines Annie Hampson</p> <p>A Member argued that the Committee should separate out the desire for Member training and the desire for alternative guidelines on daylight/sunlight, and requested that a report be brought to Committee setting out how the City of London Corporation would go about creating alternative guidelines, including timescales, and the legal implications.</p>	<p>UPDATE: Following a report to the 30 July Committee Members requested that this matter remain on the list of Outstanding Actions until a further report was brought back to them responding more specifically to the various points raised and taking into account any BRE guideline changes.</p> <p>To be completed: Winter 2019</p>
2	18 June 2019 9 July 2019 30 July 2019 10 Sept 2019 1 Oct 2019 22 Oct 2019 5 Nov 2019	<p align="center">Construction Works Annie Hampson</p> <p>A Member referred to the many construction sites within her Ward that were causing noise/disturbance issues. She asked if officers could look at how this matter might be improved and more effectively controlled and questioned whether any restrictions could be placed on construction when applications were first approved/granted consent.</p> <p>The Chair reiterated that Members had also requested, at the last meeting of this Committee, that Officers consider what powers, if any, might be used with regard to construction time periods and how construction in any given area might 'dovetail'.</p>	<p>To be completed: Winter 2019</p>

3	22 Oct 2019 5 Nov 2019	<p style="text-align: center;">Definition of Zero-Carbon Building Carolyn Dwyer</p> <p>A Member questioned, on the back of the Climate Action Briefing Implementation report to Committee, the definition of a zero-carbon building and asked that this be circulated to Members</p>	<p>UPDATE: The Member who originally requested this information asked that it be added to the list of Outstanding Actions until such time as the information was received by Members.</p> <p>To be completed: 12 December 2019 Committee.</p>

Agenda Item 6

Committee:	Date:
Planning and Transportation	12 December 2019
Subject: City Point 1 Ropemaker Street London EC2Y 9AW Alterations to the north terrace at level 6 to include installation of 1.3m high glass balustrade; timber decking, lighting, planters and seating; double doors to provide access to the terrace from the existing offices and installation of a spiral staircase to access level 7 and alterations to the west terrace at level 8 to include removal of existing projecting (non-structural) columns; installation of 1.3m high glass balustrade; timber decking, lighting, planters and seating; double doors to improve access to the existing terrace from the offices.	Public
Ward: Coleman Street	For Decision
Registered No: 19/00823/FULL	Registered on: 12 August 2019
Conservation Area: no	Listed Building: No

Summary

Planning permission is sought for improvements and alterations to the existing north terrace at level 6 and west terrace at level 8 to include installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to improve access to the terrace from the existing offices and installation of a spiral staircase to access level 7.

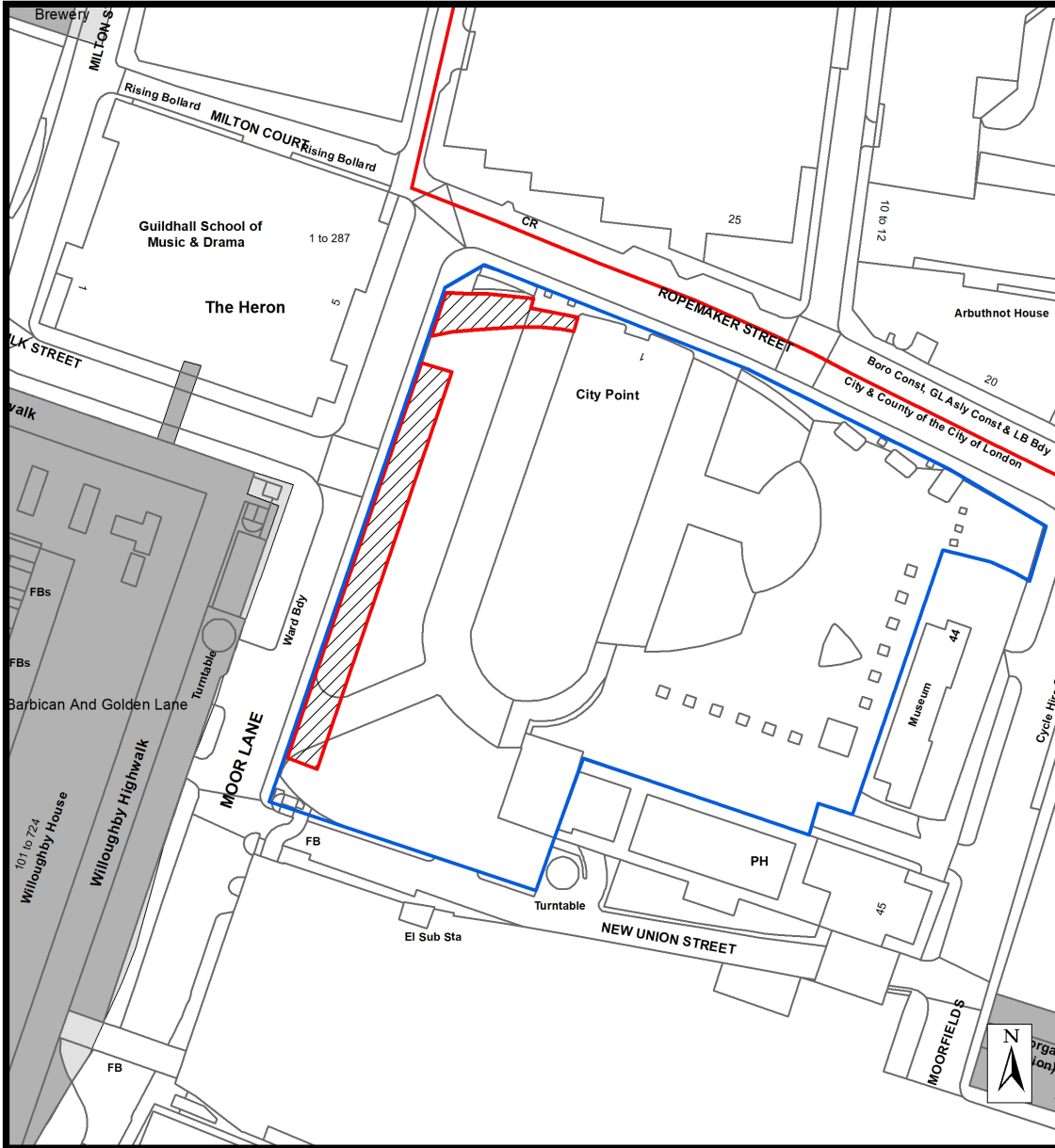
Representations have been received from neighbouring residents at Willoughby House and the Heron on the grounds that the proposed increased use of the terraces would cause noise disturbance, loss of privacy and light disturbance.

The proposed development would contribute to the provision of high-quality office accommodation, the roof terraces would enhance the fifth elevation and would be of an appropriate design. The design and layout would preserve residential privacy and the incorporation of conditions restricting the hours of use would ensure that the use would not detrimentally impact on the amenity of neighbouring residential properties.

Recommendation

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

Site Location Plan



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ADDRESS:
1 Ropemaker Street

CASE No.
19/00823/FULL

- CITY BOUNDARY
- SITE LOCATION
- SITE BUILDING
- LISTED BUILDINGS
- CONSERVATION AREA BOUNDARY



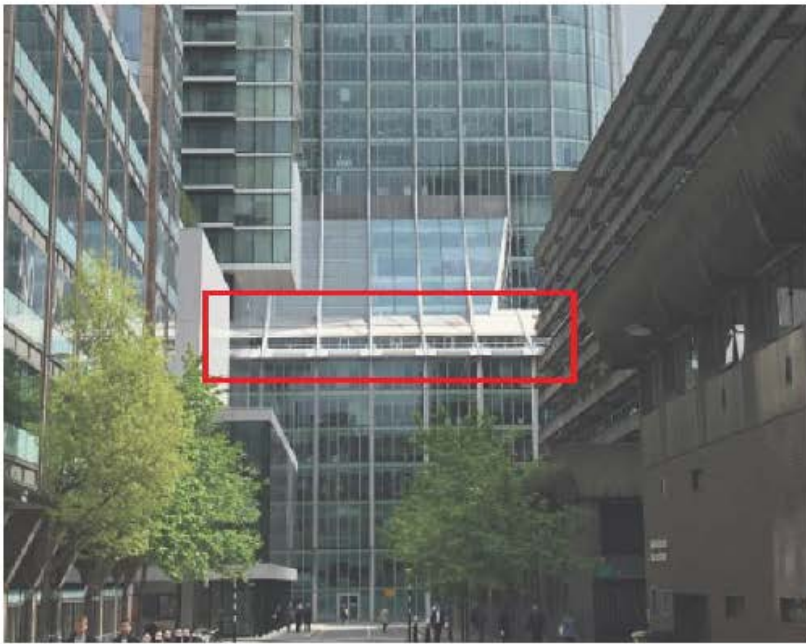
DEPARTMENT OF THE BUILT ENVIRONMENT



View from Ropemaker Street



Existing view



View from Silk Street



View from Level 15 towards Moor Lane & Barbican

Main Report

Site

1. The application site is bound by Ropemaker Street to the north and Moor Lane to the west and City Point Plaza to the east. The boundary with the London Borough of Islington is on the north side of Ropemaker Street. The residential properties of the Barbican and The Heron are located to the west of the site.

The building comprises a 36 storey office development with retail uses at ground and first floor located around an internal atrium and a large health and fitness club in the basement. The City Point tower was built in the 1960's and altered pursuant to a planning permission granted in 1997 for its extension and substantial refurbishment (Application No's 3350BE and BH).

Planning History

2. Planning permission was granted in November 2019 for alterations to the Level 8 east terrace facing onto the City Point Plaza to include alteration of the facade to remove existing architectural sloping beams, installation of 1.3m high glass balustrade, timber decking, planters and seating, new double doors and a louvred plant enclosure to accommodate future plant. Installation of link bridges within the internal atrium's at levels 6 and 7 with adjoining staircase. Installation of five internal terraces onto the atrium at levels 6, 7 and 8 with associated alterations. Alterations to ground floor entrance on the City Plaza facade to include replacement of the glass cladding (creating 9sq.m floorspace) and installation of new sliding entrance doors. (Total of 342 sqm floorspace created) (19/00735/FULL).

Proposal

3. Planning permission is sought for alterations to improve the existing north west terrace at level 6 and the existing west terrace at level 8. The proposals for the north terrace at level 6 consist of the installation of 1.3m high glass balustrade, new timber decking, tensile cables for feature vertical planting, lighting, planters and seating and double doors to provide access to the terrace from the existing offices. A new spiral staircase from the terrace to provide a new link to the offices at level 7 with associated changes to the 7th floor façade to create a new access door is proposed, subject to tenant demand.
4. Proposals for the west terrace at level 8 are for the removal of the existing architectural sloping beams, installation of a 1.3m high glass balustrade, new timber decking, lighting, planters and seating and the introduction of double doors to improve access to the existing terrace from the offices.

Consultations

5. The application has been advertised on site and in the local press and neighbour notification letters were sent to residents in Willoughby House, Speed House and The Heron.

6. The Department of Markets and Consumer Protection’s initial comment stated that *‘It is noted that the applicant has proposed restricting use of the terraces from 21.30 hours. However, there are residential flats with noise sensitive rooms such as bedrooms facing the proposed terraces. Terraces on other neighbouring commercial buildings such as 21 Moorfields, Tenter House and 1 Fore Street have been suggested to operate between the hours as suggested in the following condition. In the interests of consistency, this department suggests the following condition be attached to any consent that the terraces shall not be used or accessed between the hours of 0900 on one day and 1800 hours on the following day and not at any time on Saturdays, Sundays or Bank Holidays.*
7. The applicants have submitted a Statement of Community Involvement with analysis of responses, outlining their programme of engagement with the local representatives and residents surrounding the development. Details of the consultation process carried out by the applicants included approximately 800 letters to neighbouring residents; Barbican Residents Association; elected ward members prior to a public exhibition on 24 July 2019 at the City Point offices.
8. Following the initial submission of the application, 24 neighbour responses were received.
9. The neighbour comments are summarised below:

Issue	Objection	Response
Noise	<p>The terrace use would result in unacceptable levels of noise and disturbance to nearby residents even with a 6pm restriction.</p> <p>The original 1997 permission restricted outdoor uses to the east side of the development to safeguard residential amenity.</p> <p>Some rooms facing onto the terrace in Willoughby House are bedrooms so are sensitive to noise.</p> <p>Canyon effect of Moor Lane increases noise to The Heron.</p>	See paragraphs 23 – 26 of the report

Light	Lighting to the terrace would cause disturbance to residents.	Low level lighting is proposed. Details of light fittings, light locations and an onsite glare assessment would be required by conditions. See paragraph 27 of the report
Loss of Privacy	Terrace would allow direct overlooking of flats in Willoughby House and the Heron.	See paragraphs 28 of the report
Other	Objections to use of the neighbouring building in Fore Street by WeWork resulted in a restriction of use of their terraces no later than 6pm. A time limit to use until 9pm and an assurance there would be no music, loud noise nor alcohol served under these conditions The terraces as an amenity for workers would be welcomed.	See Paragraph 30

10. The applicant has sought to address neighbour comments by:
11. Agreeing to reduce the proposed hours of use of the terraces from 08.00 to 20.00 every day to between 09.00 to 18.00 and not at any time on Saturdays, Sundays or Bank Holidays, other than in the case of emergency A condition has been attached to the permission restricting hours of usage.
12. Providing an Operational Note setting out hours of use, no smoking and no amplified music on the terrace.

Policy Context

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

Considerations

- The Corporation, in determining the planning application has the following main statutory duties to perform:
 - To have regard to the provisions of the development plan, so far as material to the application and to any other material considerations (Section 70 Town & Country Planning Act 1990);
 - To determine the application in accordance with the development plan unless other material considerations indicate otherwise (Section 38(6) of the Planning and Compulsory Purchase Act 2004);
 - For development which affects a listed building or its setting, to have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses (S66 (1) Planning (Listed Buildings and Conservation Areas) Act 1990) and;
 - For development within or adjoining a conservation area, special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area (S72 (1) Planning (Listed Buildings and Conservation Areas) Act 1990).
15. The principal issues in considering this application are:
 - i. The suitability of the alterations to the existing building.
 - ii. The impact of the proposals on neighbouring residential occupiers.

Assessment of the application

Land Use

16. The application site is occupied as an office with retail / leisure uses at ground and basement levels. There are existing accesses to the terrace areas which are currently not laid out to provide amenity space. The planning application would formalise the use of the roof as a terrace. Providing roof terraces with the associated works would enhance the quality of the existing office provision by providing an amenity space for the office occupiers promoting health and wellbeing. Use of terraces for this purpose is becoming a valued amenity for by City occupiers. The proposal would contribute to the provision of a range of high-quality office accommodation in accordance with Core Strategic Policy CS1.

Design

17. The alterations to the north west terrace at level 6 include replacement of the existing 1.1metre high balustrade with a new 1.3m high glass balustrade; renewal of the existing double glass doors onto the terrace; installation of timber decking, planters, tensile cables for feature vertical planting, low level lighting fixed seating and free standing furniture. The applicants have included the option of constructing a spiral metal staircase to provide an access link from the terrace up to the offices at level 7. Its provision is dependent on the requirements of future tenants of level 7. Details of the staircase, its materials and the associated alterations to the level 7 façade are required by conditions.
18. The alterations to the west terrace at level 8 involves removing thirteen projecting (non-structural) architectural beams which currently cut across the terrace at 5 metre intervals from the balustrade to the glazed facade of the building to improve circulation and usability of the terrace. It is proposed to replace the four existing single doors with double doors to improve access to the terrace from the existing offices. Additional alterations include installation of a 1.3m high glass balustrade; timber decking, low level lighting, planters and seating.
19. The proposed balustrading, greening and improvements to the appearance of the existing terraces at levels 6 and 8 would positively contribute to the 'fifth elevation' and are considered to provide terrace spaces that would complement the building when viewed from the surrounding buildings.
20. The alterations to the terraces and associated alterations would be in keeping with the design and materials of the existing building and would not be detrimental to the character or appearance of the area or the setting of the grade II listed Barbican Estate or the adjoining Conservation Area. The proposals are acceptable in design terms and would be in accordance with Local Plan Policy DM 10.

Impact on Neighbouring Residents

21. The north west terrace at level 6 of the building is 16 metres from the east elevation of the Heron building on the west side of Moor lane. The west terrace at level 8 of the building is located 24 metres from Willoughby House and 16 metres from the east elevation of the Heron building west side of Moor lane. The residential accommodation at The Heron and Willoughby House have living rooms and bedrooms that face on to the development.
22. The increased use of the terraces could result in noise and disturbance and a loss of privacy to residential occupiers. These issues are addressed in turn.

Noise and Disturbance

23. Reference has been made to the original 1997 permission restricting use of the terraces to only the east side of the development to safeguard residential amenity. Whilst the ground floor outdoor uses are located on the east side of the property there are no restrictions to the use of the west facing terraces.
24. During the progression of the application, the planning agent has provided a supplementary statement detailing the proposed use of the terrace. This would be restricted for use by office tenants between the hours of 9am and 6pm and not at any time on Saturdays, Sundays or Bank Holidays.
25. The agent has agreed to conditions that there would be no amplified music or smoking permitted on the terrace. The applicants have not offered to restrict the serving of alcohol on the terrace. It would be difficult to ensure compliance and due to the time restrictions and use of the terrace adjacent to the offices this is considered to be of no significant risk in terms of it causing disturbance.
26. The terrace would offer a complementary use to the existing office building. The restricted hours would accord with the restrictions imposed on the scheme approved for 21 Moorfields to be occupied by Deutsche Bank and are considered to provide adequate mitigation to ensure that the use would not cause unacceptable levels of disturbance during the day and removes the potential for night time disturbance so as to be compatible with the neighbouring residential occupiers. The incorporation of these measures and a management plan would ensure that the use of the roof terrace would comply with policies DM 3.5, DM 15.7 and DM 21.3 of the Local Plan.

Lighting

27. Low level lighting is proposed and indicated on the drawings. Details of the light fittings, locations and an on-site glare assessment would be required to control the light levels and avoid light glare into neighbouring residential apartments. The lighting details and the on-site assessment would be required by conditions prior to any lighting being used. A condition has been attached to ensure the lighting on the terrace is switched off at 6pm.

Privacy and Overlooking

28. The distance between City Point and the adjacent residential dwellings at The Heron and Willoughby House is between 16 metres and 24 metres. Whilst there will be a degree of overlooking from people using the terrace it would not be materially more significant than the overlooking from the existing terraces which are already accessible and the existing office areas in those floors above and below the terraces. On balance, officers are satisfied that the proposed development would

not result in a significant loss of privacy compared to the existing situation.

Energy and Sustainability

29. The design proposal has incorporated planting around the perimeter of the terraces. This would provide an element of sustainable urban drainage (SuDs) appropriate to the scale of the development in accordance with Local Plan Policy DM 18.2.

Conclusion

30. The proposed development would contribute to the provision of high-quality office accommodation, the roof terraces would enhance the fifth elevation of City Point and would be of an appropriate design.
31. The design and layout would preserve residential privacy and the incorporation of conditions restricting the hours of use would ensure that the use would not detrimentally impact on the amenity of neighbouring residential properties to an unacceptable extent.

Background Papers

August 2019 Planning Statement

August 2019 Application Design Report

August 2019 Design and Access Statement

August 2019 Statement of Community Involvement Brookfield Properties

November 2019 Terrace Operation Note

Internal

02.09. 2019 Memo Department of Markets and Consumer Protection

External

06.09.2019	Hilary Sunman
10.09.2019	Michael Swash MD FRCP FRCPATH
22.08.2019	Jorge Rodrigues
28.08 2019	Peter Rees
29.08.2019	Simon Ebbins
29.08.2019	Mrs Mayumi Takeuchi-Ebbins
29.08.2019	Mr Peter Smart
02.09.2019	Miss Carolyne Worman
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10.09.2019	Mrs Katherine Jarrett
10.09.2019	Dr Anthony Hotson
10.09.2019	Mrs Maria Cimadevilla
11.09.2019	Mr David Hall
11.09.2019	Mrs Helen Kay

Appendix A

London Plan Policies

The London Plan policies which are most relevant to this application are set out below:

Policy 5.10 Promote and support urban greening, such as new planting in the public realm (including streets, squares and plazas) and multifunctional green infrastructure, to contribute to the adaptation to, and reduction of, the effects of climate change.

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

Policy 7.6 Buildings and structures should:

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

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

Relevant Local Plan Policies

DM21.3 Residential environment

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

CS1 Provide additional offices

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

CS10 Promote high quality environment

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

DM10.1 New development

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

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

DM10.3 Roof gardens and terraces

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

DM10.8 Access and inclusive design

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

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

DM15.7 Noise and light pollution

1. Developers will be required to consider the impact of their developments on the noise environment and where appropriate provide a noise assessment. The layout, orientation, design and use of buildings should ensure that operational noise does not adversely affect neighbours, particularly noise-sensitive land uses such as housing, hospitals, schools and quiet open spaces.
2. Any potential noise conflict between existing activities and new development should be minimised. Where the avoidance of noise conflicts is impractical, mitigation measures such as noise attenuation and restrictions on operating hours will be implemented through appropriate planning conditions.
3. Noise and vibration from deconstruction and construction activities must be minimised and mitigation measures put in place to limit noise disturbance in the vicinity of the development.
4. Developers will be required to demonstrate that there will be no increase in background noise levels associated with new plant and equipment.
5. Internal and external lighting should be designed to reduce energy consumption, avoid spillage of light beyond where it is needed and protect the amenity of light-sensitive uses such as housing, hospitals and areas of importance for nature conservation.

DM18.2 Sustainable drainage systems

1. The design of the surface water drainage system should be integrated into the design of proposed buildings or landscaping, where feasible and practical, and should follow the SuDS management train (Fig T) and London Plan drainage hierarchy.
2. SuDS designs must take account of the City's archaeological heritage, complex underground utilities, transport infrastructure and

other underground structures, incorporating suitable SuDS elements for the City's high density urban situation.

3. SuDS should be designed, where possible, to maximise contributions to water resource efficiency, biodiversity enhancement and the provision of multifunctional open spaces.

SCHEDULE

APPLICATION: 19/00823/FULL

City Point 1 Ropemaker Street London

Alterations to the north terrace at level 6 to include installation of 1.3m high glass balustrade; timber decking, lighting, planters and seating; double doors to provide access to the terrace from the existing offices and installation of a spiral staircase to access level 7 and alterations to the west terrace at level 8 to include removal of existing projecting (non-structural) columns; installation of 1.3m high glass balustrade; timber decking, lighting, planters and seating; double doors to improve access to the existing terrace from the offices.

CONDITIONS

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

- (b) details of the proposed new spiral staircase and associated alterations to the level 7 facade;
- (c) details of the proposed lighting, fittings, locations and a test light glare assessment on site;
- (d) details of the proposed planting;

REASON: To ensure that the Local Planning Authority may be satisfied with the detail of the proposed development and to ensure a satisfactory external appearance in accordance with the following policies of the Local Plan: DM3.2, DM10.1, DM10.5, DM12.2.

- 4 The roof terraces hereby permitted shall not be used or accessed between the hours of 18.00 on one day and 09:00 on the following day and not at any time on Saturdays, Sundays or Bank Holidays, other than in the case of emergency and the terrace lighting shall be switched off at 6pm each day.

REASON: To safeguard the amenity of the adjoining premises and the area generally in accordance with the following policies of the Local Plan: DM15.7, DM21.3.

- 5 A management plan for the use of the terraces shall be submitted to and approved by the Local Planning Authority prior to its first use. The terraces shall only be used in accordance with the details set out in the approved management plan.

REASON: To safeguard the amenity of adjoining premises and the area in general in accordance with the following policies of the Local Plan: DM15.7, DM21.3.

- 6 No amplified or other music shall be played on the roof terraces.

REASON: To safeguard the amenity of the adjoining premises and the area generally in accordance with the following policies of the Local Plan: DM15.7, DM21.3.

- 7 Full height glazing doors should be made apparent, with permanent manifestation within two zones, from 850mm to 1000mm from the floor and from 1400mm to 1600mm from the floor, contrasting visually with the background seen through the glass (both from inside and outside) in all lighting conditions.

REASON: To ensure that disabled people are able to use the building in accordance with the following policy of the Local Plan: DM10.8

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

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

- 9 No smoking or vaping shall take place on the terraces at levels 06 and 08.

REASON: To safeguard the amenity of adjoining premises and the area in general in accordance with the following policies of the Local Plan: DM15.7,DM21.3.

- 10 The development shall not be carried out other than in accordance with the following approved drawings and particulars or as approved under conditions of this planning permission: drawings numbered 0706 - BDG - 101 - A - 1002 REV A; 0706_BDG_101_DR_A_1002 REV A; 0706_BDG_106_DR_A_1102 REV A; 0706_BDG_106_DR_A_2701A REV D; 0706_BDG_106_DR_A_2702A REV B; 0706_BDG_106_DR_A_2002 REV D; 0706_BDG_106_DR_A_2701B REV D; 0706_BDG_108_DR_A_2730; 0706_BDG_106_DR_A_2702B REV B ; 0706_BDG_108_DR_A_2004 Rev A; 0706_BDG_108_DR_A_2711A REV D; 0706_BDG_108_DR_A_2712B REV B; 0706_BDG_108_DR_A_2004 REV D; 0706_BDG_108_DR_A_2711B REV D; 0706_BDG_108_DR_A_2712B REV B; 0706_BDG_108_DR_A_2714 Rev A; 0706_BDG_108_DR_A_2711C and 0706_BDG_108_DR_A_2701C Briefing Note Rev 1 dated 21st November 2019

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

INFORMATIVES

- 1 In dealing with this application the City has implemented the requirements of the National Planning Policy Framework to work with the applicant in a positive and proactive manner based on seeking solutions to problems arising in dealing with planning applications in the following ways:

detailed advice in the form of statutory policies in the Local Plan, Supplementary Planning documents, and other written guidance has been made available;

a full pre application advice service has been offered;

where appropriate the City has been available to provide guidance on how outstanding planning concerns may be addressed.

Background Papers

06.09.2019	Hilary Sunman
10.09.2019	Michael Swash MD FRCP FRCPATH
22.08.2019	Jorge Rodrigues
28.08.2019	Peter Rees
29.08.2019	Simon Ebbins
29.08.2019	Mrs Mayumi Takeuchi-Ebbins
29.08.2019	Mr Peter Smart
02.09.2019	Miss Carolyne Worman
02.09.2019	Miss Amoret Larkin
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10.09.2019	Mrs Katherine Jarrett
10.09.2019	Dr Anthony Hotson
10.09.2019	Mrs Maria Cimadevilla
11.09.2019	Mr David Hall
11.09.2019	Mrs Helen Kay

From: [Hilary Sunman](#)
To: [PLN - Comments](#)
Cc: [REDACTED]
Subject: City Point, 1 Ropemaker Street, EC2Y 9AW
Date: 06 September 2019 10:39:05

Cc to Willoughby House residents for information only

Dear Sir/Madam,

I am writing in connection with the application to create a new external terrace on level 6 of this building.

There are some concerns by residents of Willoughby House as any noise from the building will bounce around and reflect off soffits, creating nuisance for the residents in the east side of Willoughby. Most of the rooms on that side of the building are bedrooms and many of the flats house families with young children. It is important for us that this is recognised.

We would like therefore to see a time limit on use of the terrace to 9pm, and an assurance that there will be no music, loud noise nor alcohol served. Under these conditions I would welcome the terraces as providing amenity for the workers in the building.

With kind regards

Hilary Sunman
Chair - Willoughby House Residents' Association

124 Willoughby House
London EC2Y 8BL

[REDACTED]

Wells, Janet (Built Environment)

From: PLN - Comments
Subject: FW: City Point, 1 Ropemaker Street, EC2Y 9AW

Sent: 10 September 2019 13:54
To: PLN - Comments <PLNComments@cityoflondon.gov.uk>
Subject: Fwd: City Point, 1 Ropemaker Street, EC2Y 9AW

Dear Sir/Madam,

Re: City Point, 1 Ropemaker St

I wish to comment on the application to build an external terrace on the 6th floor of this building.

First, please recognise that the application is actually more concerned with Moor Lane than with Ropemaker St.

I must ask the planning committee most carefully to take notice that this building is only a few yards across Moor Lane from the bedrooms of the residents of Willoughby House, all of which face eastward across Moor Lane toward City Point. The sixth floor of City Point is at a height equivalent to the third and fourth floors of Willoughby House, so that those using this suggested elevated open space on City Point will be not only closely adjacent and visible from the bedrooms of Willoughby House, but these bedrooms will be equally clearly visible from the 6th floor of City Point. There will therefore be a substantial risk of nuisance in both directions.

I point out that there are young children resident in Willoughby House, whose privacy should be especially respected. Clearly, they sleep in these bedrooms and some will be in bed by 8.00pm

In addition to visible nuisance, should planning permission be given, it will be important that tightly controlled and supervised arrangements be made, at ALL times, to forbid amplified music, parties, and alcohol consumption on this open-air terrace.

Noisy activities so close to Willoughby House would be intolerable.

City Point was designed to be enclosed at all levels. No doubt consideration was given to all these concerns at the time of the original application for planning permission - the same considerations should apply now.

May I thank the committee for what am sure will be a full discussion of this application.

Yours etc

Michael Swash MD FRCP FRCPATH
Emeritus Professor of Neurology, Barts and the London School of Medicine, QMUL, London
Hon Consultant Neurologist, St Bartholomew's and the Royal London Hospitals, London
And Hon Professor of Neurology, Institute of Neuroscience, University of Lisbon, Portugal

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

Address: City Point 1 Ropemaker Street London EC2Y 9AW

Proposal: Alterations to the north terrace at level 6 to include installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices and installation of a spiral staircase to access level 7 and alterations to the west terrace at level 8 to include removal existing projecting (non structural) columns; installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices.

Case Officer: Beverley Bush

Customer Details

Name: Mr Jorge Rodrigues

Address: 401 Willoughby House Barbican London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise
- Other

Comment: Dear Members of the Development Division

Privacy

The proposed outdoor terrace will have direct views over my two bedrooms, dining room, TV room and kitchen and will directly affect my right to privacy.

The proposed planter box will do nothing to stop users of the terrace from looking straight into Willoughby House flats. I mentioned this when I visited the open day event the developers held recently and they appeared to think this was not a problem at all - maybe not for them, but this is certainly the case for Willoughby House residents who will be directly overlooked.

Noise Pollution

The proposed outdoor terrace will also be a potential source of noise pollution, including the use of the terrace for social functions, drinking and all the associated noise pollution that will follow.

(There's already enough noise pollution from Bad Egg and The Distillery).

Light Pollution

There is already a lot of overnight light pollution from City Point, and the proposed outdoor terrace is likely to exacerbate this.

Stance

I strongly object this development and ask the Development Division to please consider the rights of residents of Willoughby House who have been living here since 1973.

There are plenty of places for social gatherings, coffee and other social amenities in City Point and around City Point.

Thank you.

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

Address: City Point 1 Ropemaker Street London EC2Y 9AW

Proposal: Alterations to the north terrace at level 6 to include installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices and installation of a spiral staircase to access level 7 and alterations to the west terrace at level 8 to include removal existing projecting (non structural) columns; installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices.

Case Officer: Beverley Bush

Customer Details

Name: Mr Peter Rees

Address: 2702 The Heron 5 Moor Lane London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise
- Residential Amenity

Comment: As former City Planning Officer, I am aware of the issues raised by the City Point development prior to 2001. At that time, there were a handful of residents in Milton Court, opposite the terraces subject to this application. To safeguard residential amenity, "outdoor uses" of City Point were limited to the east side of the development - facing the public square.

The current situation is much more sensitive in regard to these original concerns and their design response. Milton Court has been replaced by The Heron, which contains over 280 apartments. Half of these new units face the City Point terraces in very close proximity - merely the highway width of Moor Lane. The affected apartments are situated from the 7th to the 35th floors of The Heron, so almost all are above the level of the terraces. While balustrades and planting could assist with screening activity and related noise for neighbours at similar levels, they will not mitigate the impact upon those higher up. Noise rises, is amplified and reflected by high-rise buildings in close proximity.

Residential neighbours in The Heron have living rooms and bedrooms facing City Point and need to open windows for ventilation and cooling. The terraces subject to this application are immediately below us and everything louder than quiet conversation will be audible inside our apartments.

Negative impact upon the Barbican may be mitigated by screening and limiting hours, but the situation of The Heron is considerably worse. Even a 6:00pm limit of access (normal working hours) leaves scope for large groups of people to use the terraces for informal working and other business/social activities during the day. Many of us frequently work at home and enjoy the generally quiet ambience of our immediate surroundings. My own and similar apartments are immediately above both the 6th floor corner terrace and the one on the 8th floor. Landlord control of activity would be a poor substitute for the current planning protection.

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

Address: City Point 1 Ropemaker Street London EC2Y 9AW

Proposal: Alterations to the north terrace at level 6 to include installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices and installation of a spiral staircase to access level 7 and alterations to the west terrace at level 8 to include removal existing projecting (non structural) columns; installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices.

Case Officer: Beverley Bush

Customer Details

Name: Mr Simon Ebbins

Address: 501 Willoughby House Barbican London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment:1) A great deal of disturbance to Willoughby House residents caused by workers using terraces at WeWork led to a 6pm restriction being imposed. The applicant has been informed that every word of phone conversations held on that terrace can be heard by Willoughby House neighbours. In fact, due to the hard reflective glass surface immediately behind the City Point terraces, it is likely that this will be even more of an issue to residential neighbours than with the WeWork terraces.

Since the City Point application is designed to encourage greater use of terraces immediately adjacent to Willoughby House bedrooms and living rooms, I feel that the same condition should be applied within planning permission for this application.

2) A 6pm restriction is not unreasonable given that these terraces are related to an office and not a bar or restaurant.

3) The glass balustrade and planters are 1.3m high - they can in no way reduce the transmission of noise to residential neighbours made by people standing on the terrace. I note that noise and overlooking issues were ameliorated when planning permission was granted for the private Heron sports club terrace by the requirement to plant a tall dense conifer hedge which is over two meters tall, and does work - I know because this also faces my living room.

4) I welcome that the applicant acknowledges these issues by applying a time limit on the use of these terraces, but 9:30pm is simply too late.

Given the close proximity of the terrace to our bedrooms, the noise reflecting nature of the

surrounding architecture, the point that our windows are around fifty years old and we are not allowed to replace them with modern sound proofing double glazing (because the Barbican is a listed building), and the ineffective low balustrade which will not prevent transmission of noise, then please give us the same protection as our neighbours at the south end of Willoughby House, and apply a 6pm time limit to the use of this terrace.

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

Address: City Point 1 Ropemaker Street London EC2Y 9AW

Proposal: Alterations to the north terrace at level 6 to include installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices and installation of a spiral staircase to access level 7 and alterations to the west terrace at level 8 to include removal existing projecting (non structural) columns; installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices.

Case Officer: Beverley Bush

Customer Details

Name: Mrs Mayumi Takeuchi-Ebbins

Address: 501 Willoughby House Barbican London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise
- Residential Amenity

Comment: The experience of Willoughby House residents close to WeWork shows that the use of terracing by workers causes lots of noise and disturbance. The only way to control this was to impose a 6pm cut-off on the use of the terraces. Nothing else worked.

Although the applicant has had this explained to them, they have only seemingly reluctantly agreed to impose a limit on the use of City Point terraces, but 9:30 pm is simply far too late. City Point terraces are even closer to local residents than the WeWork terraces, which are set back in steps. Additionally, City Point terraces are backed by hard glass sound reflecting surfaces, which exacerbate the problem. Low balustrades will not ameliorate this issue.

I think that a 6pm restriction on an outside office space used by office workers is fair and reasonable. Any later is unfair to neighbouring residents and will cause disturbance and loss of peace and amenity.

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

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Case Officer: Beverley Bush

Customer Details

Name: Mr Peter Smart

Address: 715 Willoughby House Barbican London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment:Relates to evening use of terrace, particularly West. 21.30 is much too late. We Work was restricted to 18.00. The glass panels will not mitigate noise sufficiently. 20.00 would be a sensible compromise. Noise impinges significantly on residents' evening leisure for those with sitting rooms facing and childrens' rest with bedrooms facing. No music. By the way, my developer's consultation letter did not arrive in time (one week from posting is too short and not surprising that only 13 people attended: I notified the organisers).

Comments for Planning Application 19/00823/FULL

Application Summary

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Case Officer: Beverley Bush

Customer Details

Name: Miss Carolyne Worman

Address: 19 Brandon Mews Barbican LONDON

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment: Brandon Mews, where I live, backs onto a concrete carpark which acts a conduit for all noise from Moor Place and Fore Street. I must object most strongly on the grounds of noise pollution as I will be greatly disturbed by the noise from the terraces, should they be granted permission.

In addition to this, it's not just the noise created when the terraces are in use you need to consider - it's also the noise made by people when they leave, particularly late at night and having consumed alcohol. As the streets will be emptier of traffic, noise will carry further and make even more of an impact.

Please note that I strongly objected to a similar proposal from WeWork on the same grounds as I'm objecting to this. Our objections were upheld and, and they were only granted use until 6:00pm

I conclude by asking that you understand that this part of the City is residential, and that you respect this and the rights of those residents who live here.

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

Address: City Point 1 Ropemaker Street London EC2Y 9AW

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Case Officer: Beverley Bush

Customer Details

Name: Miss Amoret Larkin

Address: Flat 602 Willoughby House Barbican

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise
- Residential Amenity

Comment: This will directly alter my quality of living- the terrace does not need to be open that late, it is not a bar and will encourage staff to take out their own alcohol after office hours. The noise carries because of the built up area and I do not want it to take any more of our peace and quiet. We work who have recently also opened terraces have them open only until 6pm. It is atrocious to have them open that late!

Comments for Planning Application 19/00823/FULL

Application Summary

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Address: City Point 1 Ropemaker Street London EC2Y 9AW

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Case Officer: Beverley Bush

Customer Details

Name: Miss David Archer

Address: 721 Willoughby House Barbican London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment: The acoustics of Moor Lane are such that any noise carries easily down the street and conversations are often audible inside our flats. This has been proven by WeWork and its use of its terrace in the evenings, before this use was curtailed.

My flat is on Moor Lane, with my young children's and my bedrooms facing outwards. Since our flat is high up, any additional noise conversations will impact the quality of life of my family.

I believe that the hours proposed are therefore too long. Any request should be treated in the same way as WeWork and no longer. I don't believe there is a commercial need for late evening/nighttime usage - and so the extent of the application is needless though it invites new Citypoint tenants to contemplate creation of a demand that doesn't currently exist.

Comments for Planning Application 19/00823/FULL

Application Summary

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Case Officer: Beverley Bush

Customer Details

Name: Mr Ian Dixon

Address: FLAT 407, GILBERT HOUSE BARBICAN LONDON

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment: I object to these proposals. Whilst being supportive of greening proposals in the City I do not believe that this meets the intent of Policy DM 10.3.

These proposals are for office buildings. It is inappropriate that neighbouring residential properties should be expected to suffer from noise and overlooking from an external space on office buildings. Office to office is one thing. Office to residential is very different. A proposed closure time of usage of 21.30 is unacceptably late for residents who have a right to quiet enjoyment of their homes.

I urge rejection of these proposals.

Comments for Planning Application 19/00823/FULL

Application Summary

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Case Officer: Beverley Bush

Customer Details

Name: Miss Niyamat Fazal

Address: Flat 1403 5 Moor lane London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment:As a resident of the Heron on the 14th floor facing Citypoint I object to the proposal. There is already enough pollution and noise during the course of the day caused by the redevelopment of 20 Ropemaker Street which will be ongoing for another few years. This proposal will now not allow residents to enjoy a peaceful evening due to noises from the proposed modifications and operation of terrace at city point.

Approximately 140 east facing apartments at the Heron which face Citypoint will be impacted given there's a narrow road between the two buildings. While balustrades and planting could assist with screening activity and related noise for neighbours at similar levels, they will not mitigate the impact upon those higher up. Noise rises, is amplified and reflected by high-rise buildings in close proximity.

Most of the east facing apartments including mine have only one window which faces citypoint. This window is the only source of ventilation and fresh air for the entire apartment I.e. for both the living room and bedrooms. The terraces subject to this application are immediately below me and my fellow residents and everything louder than quiet conversation will be audible inside our apartments

Imposing a time limit is not a sufficient mitigating factor given the proximity of the building to the

residential flats in the Heron

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

Address: City Point 1 Ropemaker Street London EC2Y 9AW

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Case Officer: Beverley Bush

Customer Details

Name: Mrs Karen Durkin

Address: Flat 702, The Heron 5 Moor Lane London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment: I don't object to the greening of the terraces. But I do object to noise levels. If the spaces are open until 9:30pm, the noise levels will be too loud. Is it to be a smoking area? Is alcohol going to be available? Will it be used for parties? Will there be extra lighting at night? All of these factors would be hugely negative for my apartment. My apartment is directly across the street, on the 7th floor.

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

Address: City Point 1 Ropemaker Street London EC2Y 9AW

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Case Officer: Beverley Bush

Customer Details

Name: Dr Gil Shidlo

Address: Moor lane 5 London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment: We are facing the proposed terraces

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

Address: City Point 1 Ropemaker Street London EC2Y 9AW

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Case Officer: Beverley Bush

Customer Details

Name: Dr Gil Shidlo

Address: 5 Moor lane London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment: Our flat faces the city point terraces in close proximity. We are floor 11 and definitely would be impacted by the noise as it rises and is amplified by other high rise buildings nearby. We frequently open the windows for ventilation and during hot weather. We choose the Heron as it is supposed to be in a quiet neighborhood. Even limiting the hours till 6 pm would affect us as we are mostly at home.

Comments for Planning Application 19/00823/FULL

Application Summary

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Case Officer: Beverley Bush

Customer Details

Name: Mr Michael Hodgson - Hess

Address: Apartment 1507, The Heron 5 Moor Lane London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment: We live in The Heron, the residential block situated on the corner of Moor Lane and Silk Street, constructed on the site of the old Barbican Fire Station. Our block directly faces the greening proposals submitted for the West and North facing City Point terraces. We understand the general concept of 'greening' and appreciate the environment and aesthetic benefits that would accrue to us all. For City Point workers with access to the terraces in question, the improvement to their recreational welfare is obvious.

The fundamental issue for Heron residents is the potential for the users of these terraces to generate an unacceptable level of noise. Solely by living here we know that every word spoken at street level or on the Barbican High Walk or on a nearby balcony or terrace is clearly audible, presumably due to the acoustics of the Moor Lane / Silk Street 'canyon'. Only the width of a narrow road separates us from the proposed development, and we therefore object to both these proposed terraces being accessible by anyone after 6:00pm in the evening. Furthermore it is our understanding that balconies and terraces of the 'WeWork' building were so curtailed for precisely the same reasons.

Comments for Planning Application 19/00823/FULL

Application Summary

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Case Officer: Beverley Bush

Customer Details

Name: Mr Thomas Lane

Address: Flat 2710 5 Moor Lane London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment: The proposal of the terraces being open until 9:30 is concerning for neighbors. Like the WeWork space nearby, it would be more suitable for the character of the area were they only open until 6pm.

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

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Case Officer: Beverley Bush

Customer Details

Name: Mr Sion Latter

Address: Apt 1407 The Heron 5 Moor Lane London

Comment Details

Commenter Type: Other

Stance: Customer objects to the Planning Application

Comment Reasons:

- Residential Amenity

Comment:

Moor Lane remains rather bleak in terms of greenery apart from the 'Pop-up Garden' close to the Moor Lane/Silk St Lift. Whilst there is some planting as part of the Barbican estate close to the Barrier at the south end of Moor Lane.

To have the proposed greening of 2 terraces on City Point which the Heron overlooks will enhance our immediate view and environment so we welcome this part of the planning Application.

However the proposed 'closing time' of 9.30pm for the terraces is a concern as the Heron is in such close proximity (16m) to City Point.

This issue has been raised by residents who have their main living spaces on the East Elevation overlooking Moor Lane and have expressed concern that the proximity of City Point to The Heron will impact on residents lives in terms of acoustics.

Residents who are South Facing have similar concerns relating to the Level 8 Terrace only. During the summer months windows are invariably open and residents will be disturbed by noise from the Level 8 terrace albeit to a lesser extent.

City Point Staff on the terraces in the evenings will be heard very clearly in the homes of Heron Residents who live on the East and South elevations. These Apartment do not have balconies but do open windows especially in the summer months!

Sound from the terraces will by default travel upwards so this remains a major concern for residents.

We therefore wish to object to the proposed closing time of 9.30pm on both the Level 6 and Level 8 terraces.

Sion Latter Chairman of The Heron Residents Committee
The Heron, 5 Moor Lane. EC2Y 9AP

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

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Case Officer: Beverley Bush

Customer Details

Name: Mrs Pamela Sayers

Address: 1702 The Heron Moor Lane London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment: Strongly object on grounds of noise level which will be created and also late closing time of 9.30pm

- It devalues surrounding property
- There is the serious potential that prospective future purchasers in the area will be reluctant to buy, thus affecting those wanting to sell their property.
- For those wanting to let their property, it will be more difficult to find a tenant that would be sympathetic to noise stretching into the night.
- For residents themselves this will have a detrimental effect on their quality of life.

Comments for Planning Application 19/00823/FULL

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Case Officer: Beverley Bush

Customer Details

Name: Mr Wenhao Nie

Address: 1002 The Heron London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise
- Other

Comment: I object on the grounds of

1) Privacy. The proposed terraces will have views to the east side bedroom and the living room of my apartment.

2) Noise. If there are large groups of people using the terraces, the noise would affect the living of The Heron residents, especially the ones in the east-facing apartments. A 6pm cut-off time for terraces access is preferable to the 9:30pm one.

Comments for Planning Application 19/00823/FULL

Application Summary

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Case Officer: Beverley Bush

Customer Details

Name: Miss Polina Lyubeznova

Address: The Heron, 2804, 5 Moor lane London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise
- Residential Amenity

Comment:As a resident of The Heron, I strongly oppose to this development for a number of reasons. Firstly, as a resident of the East side of the Heron building, the development is a major issue in terms of noise nuisance. The Heron is just 16 meters away from the terraces - so noise will be an issue as a result of the canyon effect which is created between the 2 buildings. Having the opening time until 9.30pm goes beyond any reason - it must be aligned to the normal working hours, i.e 6pm at the latest. There is already sufficient noise pollution from the construction and other public spaces.

Further to this, I object to increased light pollution. Some of the offices in CityPoint never turn their lights off. Not only this is totally environmentally unfriendly but it is seriously disturbing sleep of many residents on the East side of the Heron. Any more light pollution is not welcome.

This is one of the rare residential parts of the City of London and this was one of the reasons I have chosen to live here. So you must understand and respect the rights of the residents who live here. Many of us do indeed work from home and would appreciate a peaceful environment in order to continue to do so.

Thank you

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

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Case Officer: Beverley Bush

Customer Details

Name: Miss Aisha Brady

Address: Flat 2906, 5 Moor Lane London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment: I live at The Heron, just 16 meters from the proposed level 8 Moor Lane terrace extension, which it is suggested will remain open until 9.30pm. I strongly object to this, as it will create a significant noise issue for local residents.

I believe that WeWork, located at the bottom of Moor Lane, is restricted to a closing time of 6pm for outdoor use of the terraces. I urge the committee to impose a similar restriction on the terrace extensions of City Point, which would otherwise have a major impact on the quality of life of nearby residents. In an area which already has many ground-level social spaces for the offices, I do not see a justifiable need to add another, particularly when it will create such an unpleasant living environment.

The canyon effect between the Moor Lane buildings is already a huge problem, and the addition of a late-opening terrace will contribute significantly to the noise pollution. Noise from the street travels upwards in such a way that every word can be overheard, and residents are already overlooked by and subject to light pollution from the City Point offices. I am broadly supportive of the idea of greener spaces, but do not recognise the necessity to turn them into social spaces outside of office hours to the detriment of those who live in the area, particularly as it is one of the few residential areas of the City.

Comments for Planning Application 19/00823/FULL

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Case Officer: Beverley Bush

Customer Details

Name: Dr Anthony Hotson

Address: Flat 1906 Heron 5 Moor Lane London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment:Hi, More greenery is great but access to the terraces after 6.30 pm would give rise to a noise problem for neighbours. I would request that the terraces not remain open in the evenings.

Comments for Planning Application 19/00823/FULL

Application Summary

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Case Officer: Beverley Bush

Customer Details

Name: Mrs Katherine Jarrett

Address: 504 Willoughby House Barbican London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise
- Other
- Residential Amenity

Comment:As residents of Willoughby House on Moor Lane we strongly object to the proposal for alterations to the north and west terraces at the City Point development, especially with regard to the proposals to the west terrace on level 8. We have reviewed the Design and Access Statements in detail, and would like to make the following comments:

1. As you are no doubt aware the Willoughby House balconies that back onto Moor Lane are all single glazed (listed status) bedroom windows. As a parent of two young children (aged 5 and 2) and speaking on behalf of the numerous families who having loving made Willoughby House their home, I cannot stress enough how disruptive and inconsiderate the noise generated by the proposed terraces will be. In particular, we are concerned about the large number of workers potentially accessing the terrace, as well as the hours of access - I note that, as yet, there is nothing available to view on this last matter.

2. Little or no consideration has been given to the proposed design of the terraces from the point of view of the residents of Willoughby House. For example, the drawing on p.26 of the Design and Access Statement for the West Terrace clearly shows the degree to which the flats will be overlooked. There is nothing to shield Barbican residents from unwanted gazes from the terraces

at City Point.

3. As mentioned in point 1), the Barbican is a quiet, residential development. Specifically, the windows that are on the Moor Lane side are all bedrooms. The amount of additional light coming from the proposed terraces would be unacceptable. The Design and Access statement mentions 'low level lighting', however, this is not backed up by the photographs, which show a high level of light pollution.

4. Finally, I would question the suitability of the entire proposal from a Health and Safety perspective. Due to its physical geography, Moor Lane is often extremely windy; the design does not take this into consideration and is unsafe.

Comments for Planning Application 19/00823/FULL

Application Summary

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Case Officer: Beverley Bush

Customer Details

Name: Mrs Maria Cimadevilla

Address: Apartment 701 5 Moor Lane London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise

Comment: My objection is with reference to Level 8 which runs the length of City Point parallel to Moor Lane.

While the greening of these areas would be a definite improvement my main concern is to allow the terraces to remain 'open' until 9.30pm at night.

As a Heron Residents this could be a major issue in terms of noise nuisance. The Heron is just 16 meters from the terraces - so noise will be an issue as a result of the canyon effect which is created between the 2 properties.

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

Address: City Point 1 Ropemaker Street London EC2Y 9AW

Proposal: Alterations to the north terrace at level 6 to include installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices and installation of a spiral staircase to access level 7 and alterations to the west terrace at level 8 to include removal existing projecting (non structural) columns; installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices.

Case Officer: Beverley Bush

Customer Details

Name: Mr David Hall

Address: 509 Willoughby House Barbican London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise
- Residential Amenity

Comment:As a family, we may be in a unique position we don't have to speculate on the effect on the amenity of this change. We've already had experience of the severe and disturbing impact that use of the terraces has caused us.

My daughter's bedroom faces into Moor Lane. As long term residents, we were here as Citypoint was being fitted out and before it was fully populated. Some of the workers decided to drag office chairs onto the terrace and started using it as a rest area. This practice inevitably lead to people just staring across the gap to my daughter's bedroom. This felt very creepy and oppressive to our quiet enjoyment. Also the noise carried directly across even from a small group.

Eventually, we were forced to complain to Citypoint management multiple times, and the practice stopped.

Now that my daughter is a teenager, we find that the suggestion that Citypoint wants to make this permanent is most distressing to us and in particular to her. We've reviewed the drawings & documents included with the application. Nothing shown within them gives any confidence that the experience will be any less distressing no matter how the landscaping is done.

Permitting this application will have a material impact on residential amenity and make my daughter feel less comfortable in her own bedroom.

As a family, we have lived in the city now for close to 20 years. We enjoy the environment and so are used to changes, but this is a step too far, and I exhort the committee to reject the application. Any limitation of hours will still have the same effect.

Comments for Planning Application 19/00823/FULL

Application Summary

Application Number: 19/00823/FULL

Address: City Point 1 Ropemaker Street London EC2Y 9AW

Proposal: Alterations to the north terrace at level 6 to include installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices and installation of a spiral staircase to access level 7 and alterations to the west terrace at level 8 to include removal existing projecting (non structural) columns; installation of 1.3m high glass balustrade; timber decking, planters and seating; double doors to provide access to the terrace from the existing offices.

Case Officer: Beverley Bush

Customer Details

Name: Mrs Helen Kay

Address: FLAT 403,WILLOUGHBY HOUSE BARBICAN London

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Planning Application

Comment Reasons:

- Noise
- Residential Amenity

Comment:I write on behalf of the BA as Chair of the BA Planning sub-Committee.

Whilst acknowledging the need for outside space for workers and the positive effect of greening we object to the proposal of the creation of a terrace so close to Willoughby House without some protections for the residents.

Noise bounces off the soffits of the Barbican balconies, windows are not double glazed and the evidence from the WeWork terrace is strong: we clearly hear conversations when people speak on the terrace whether in groups or on the phone. This proposed terrace is as close as that one.

The terrace will overlook the bedrooms of Willoughby House, there are 200 on that east side of the building, half overlooked by this proposed terrace. Children must be protected from overlooking. We have evidence from the WeWork terrace of members posting photographs taken from the terrace clearly showing Willoughby House bedrooms. People take photographs when they have a view from a terrace.

A planning condition that ensures hedging to be 2 metres rather than the proposed low 1 metre will help as a barrier to noise projection and also to stop people looking straight into the bedrooms.

We welcome the recent addition to close the terrace after the working day but why so late, 9.30pm? Assurances to manage the space are not enough to protect residential amenity, as explained above we have the evidence to show that a single conversation can cause a noise nuisance.

The working day for most ends at 6pm, the WeWork terrace closes at 6pm. We accept that people work later than this but these numbers are small and extending the opening hours to 9.30pm rather than a consistent 6pm will affect the lives of so many for the benefit of so few.

This proposed terrace is in a dense residential area overlooking many flats in Willoughby House and The Heron, the planning conditions must reflect this and give us all proper protection. High hedging and closing at 6pm are clear and reasonable solutions.

Agenda Item 7

Committee(s):	Date:
Planning & Transportation Committee	12 th December 2019
Subject: Information Requirements for the Validation of Planning Applications	Public
Report of: Chief Planning Officer and Development Director	For Decision

Summary

The information required with planning applications is in two parts: a national list that applies in all cases and a local list produced by the Local Planning Authority. The content of the local list is at the discretion of the Local Planning Authority.

The City's local list was published in February 2016 and is available on the Corporation's website.

The local list is required to be reviewed and updated regularly. A number of areas of change in the information required to support planning applications have been identified. In addition the GLA has requested that all Local Planning Authorities include the new Planning Data Standard within their validation criteria and it is therefore proposed that this be added to the requirements for applications submitted to the City.

Recommendation

Members are asked to agree to consultation with the local community, including applicants and agents, on the local list of information required with planning and other applications as set out in Annexe A, Annexe B and Annexe C of this report and that if no significant comments are received that you authorise the Chief Planning Officer to adopt the list.

Main Report

Background

1. Local Planning Authorities (LPAs) are required to publish information listing what information is required to accompany and validate planning applications. This also enables LPAs to decline to validate an application that is not accompanied by the relevant information.
2. The required information is in two parts; a national list that applies in all cases and a local list selected by the LPA. The content of the local list is at the discretion of the LPA.
3. The current version of the local list was published in February 2016 and is available on the Corporation's website. LPAs are required to review their local lists regularly against a range of principles and criteria and to identify policy drivers for requiring the information. Government guidance states that information requested with a particular planning application must be:
 - reasonable having regard, in particular, to the nature and scale of the proposed development; and
 - about a matter which it is reasonable to think will be a material consideration in the determination of the application
4. Government guidance states that where a LPA considers changes are necessary, the proposal should be issued to the local community for consultation. If no changes are needed the list should be re-published.
5. A review of the information required by the City's local list has been carried out and there are ten areas of additional information that is needed to assist consideration of various types of applications. These are:
 - Microclimate modelling – To be carried out in accordance with the City's new Wind Microclimate Guidelines (August 2019).
 - Urban Greening Factor – To demonstrate that the urban greening element of a scheme meets the policy requirements.
 - 3D model – to enable the City to import a 3D model of a proposed development to assess the impact of a scheme in its context.
 - Circular Economy Statement – to demonstrate that the proposal is sustainable in respect of its use and re-use/recycling of materials.
 - Security and Structural Safety Statement – To demonstrate that safety and security measures have been integrated into the proposal.
 - Fire Safety Statement – To demonstrate that fire safety is integral to the design of a building.
 - Community Infrastructure Levy Form – To identify where a proposal results in an uplift in floorspace and is CIL liable

- Statement of Community Involvement (updated) – To include a requirement for applicants to explore opportunities to use a form of digital platform engagement to ensure all elements of a community are consulted on proposal at the pre-application stage.
 - Ventilation/extraction Statement – To provide details of means of extraction/ventilation, particularly in food premises.
 - Lighting Strategy – To address the potential impacts of external lighting.
6. Three of these new requirements arise from policy drivers set out in the Draft London Plan which is anticipated to be adopted before 1st April 2020. The three items are the Urban Greening Factor, Circular Economy Statements and Fire Safety Statements. These requirements will also be included in the draft Local Plan which will come to this Committee for consideration in March 2020. It is therefore intended that subject to Members approval and consultation responses that these elements would become active once the new London Plan is adopted.
7. Although the local list appears to be extensive it is applied in a proportionate way. Different types and sizes of application require different levels of information and supporting documentation. It is not possible to define, in general guidance, precisely what will be required when there is a wide diversity of types of proposal and circumstances. Information is only requested when it is needed to explain a proposal to enable an application to be properly considered and public consultation to be carried out. Experience shows that a considerable amount of officer and applicant time is saved when the required information accompanies the application, and this can lead to quicker, fully considered decisions.

London Development Database

8. The Mayor of London has contacted the Leaders of all London Boroughs and the City Corporation setting out the proposed GLA Planning Data Standard (attached at Annexe C) which contains the additional information that is required to be submitted as part of any planning application in the GLA area. This combined standard includes the information required by the London Data Standard, together with the information sought for the work being carried out by MHCLG for the development of a single planning register together with additional information required for the monitoring of the Housing Delivery Test. This information is required to enable the monitoring of development taking place in London and enable efficient spatial planning to take place.
9. The GLA has therefore requested that all Local Planning Authorities include the Planning Data Standard within their validation criteria and it is therefore proposed that this be added to the requirements for applications submitted to the City. The information requested largely focuses on residential development and comprises a series of questions about the proposed development. The GLA intends to revise the standard planning application forms such that the additional information required is provided by the applicant within the form rather than any additional documentation.

Next Steps

10. Subject to Member's approval it is intended to undertake a 6 week consultation period during January/February.

Annie Hampson
Chief Planning Officer and Development Director

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E: annie.hampson@cityoflondon.gov.uk

Annexe A - Additional local list requirements – December 2019

Information Item	Policy Driver	Types of application	When or what information is required
Micro-climate modelling	London Plan Policy Local Plan policies CS14 and CS15.	Planning permission for new buildings or extensions	Required if proposal is likely to have an adverse effect upon micro-climate, in particular wind. An assessment should be carried out in accordance with the Wind Microclimate Guidelines August 2019
Urban Greening Factor	Draft London Plan Policy G5 Local Plan policy DM15.5 City of London Urban Greening Factor Study July 2018	All new developments and refurbishments.	An urban greening proposal should be submitted having regard to the City of London Urban Greening Factor Study July 2018 and the Mayor of London Guidance: Living Roofs and Walls: From Policy to Practice. The proposal shall include an Urban Greening Factor as set out Draft London Plan Policy G5 and in the GLA publication Urban Greening Factor for London July 2017.
3D model	LVMF Local Plan Policies CS10, CS13, CS14	Planning permissions for new buildings or extensions.	An fbx 3D model or equivalent of the proposal is required to import into the City's 3D model.
Circular Economy Statement	Draft London Plan Policy S17 Local Plan Policy CS15	All major applications	A Circular Economy Statement should be submitted, to demonstrate: <ul style="list-style-type: none"> - how all materials arising from demolition and remediation works will be re-used and/or recycled - how the proposal's design and construction will enable building materials, components and products to be disassembled and re-used at the end of their useful life - opportunities for managing as much waste as possible on site - adequate and easily accessible

			<p>storage space to support recycling and re-use</p> <ul style="list-style-type: none"> - how much waste the proposal is expected to generate, and how and where the waste will be handled.
Security and structural safety statement	Draft London Plan Policy D10 Local Plan Policy CS3, DM 3.2 and 3.3	All major developments and refurbishments of potentially high profile buildings.	An assessment should demonstrate how development should include measures to design out crime that – in proportion to the risk – deter terrorism, assist in the detection of terrorist activity and help mitigate its effects. These measures should be considered at the start of the design process to ensure they are inclusive and aesthetically integrated into the development and the wider area
Fire Safety Statement	Draft London Plan D11	All major developments	<p>The statement should detail how the development proposal will function in terms of:</p> <ul style="list-style-type: none"> - the building's construction: methods, products and materials used - the means of escape for all building users: stair cores, escape for building users who are disabled or require level access, and the associated management plan approach - access for fire service personnel and equipment: how this will be achieved in an evacuation situation, water supplies, provision and positioning of equipment, firefighting lifts, stairs and lobbies, any fire suppression and smoke ventilation systems proposed, and the ongoing maintenance and monitoring of these - how provision will be made within the site to enable fire appliances to gain

			access to the building
Community Infrastructure Levy Form	Community Infrastructure Levy Regulations 2010 and Local Plan Policy CS4 Planning Contributions CoL Planning Obligations SPG, CoL CIL Charging Schedule, GLA SPG – Crossrail Funding Use of Planning Obligations and the Mayoral Community Infrastructure Levy	Planning permission for new buildings, all changes of use or extensions and removal or variation of a condition including minor material alterations.	Completed CIL form 0 for all development where there is a change of use or uplift in floorspace.
Statement of Community Involvement (updated)	NPPF	Planning permission for new buildings, major changes of use or major extensions.	Required where community involvement has been arranged prior to making an application which should include exploring opportunities to use a form of digital platform engagement to ensure all elements of a community are consulted on proposals.
Ventilation/Extraction Statement	Local Plan Policy DM10.1 & DM21.3	Required to accompany all applications for the use of premises for purposes within Use Classes: <ul style="list-style-type: none"> o A3 (Restaurants and cafes) o A4 (Drinking establishments) o A5 (Hot food takeaways) o B1 (business) and o B2 (general industrial). 	May also be required for significant retail, industrial or leisure or other similar developments where substantial ventilation or extraction equipment is proposed to be installed.
Lighting Strategy	NPPG Local Plan Policy DM10.1 & DM15.7 CoL Lighting Strategy 2018	May be required if proposal includes the installation of external lighting.	The Assessment should address the impact of a lighting scheme in respect of design, amenity, light pollution, biodiversity and sustainability and should have regard to the CoL Lighting Strategy 2018.

Annexe B

APPLICATIONS FOR FULL PLANNING PERMISSION

VALIDATION CHECKLIST February 2016

Applications for planning permission should be submitted in accordance with the requirements in this checklist. If not, the application may be declared invalid and not determined or processing may be delayed.

If the application is submitted electronically, one copy of the form and each of the drawings, plans and documents will be required.

If the application is submitted in paper format, two copies (one original and one copy) will be required.

If samples of materials are submitted, one sample of each material will be required.

A CD/DVD containing the same information will enable the application to be validated more quickly. The maximum file size acceptable is 2 MB (exceptionally 5 MB is acceptable for long reports).

National List of Requirements

Information Item	Notes
1. Completed application form	
2. A location plan and a site plan are required. The site should be edged red; other land in the applicant's ownership should be edged blue.	
3. The completed Ownership Certificate and Agricultural Land Declaration (A, B, C or D – as applicable) as required by Article 14 of the Town and Country Planning (Development Management Procedure) Order 2015	Where Ownership Certificates B, C or D have been completed, notice(s) as required by Article 13 of the Town and Country Planning (Development Management Procedure) Order 2015 must be given and/or published in accordance with this Article.
4. Design and Access Statement	Many planning and listed building applications and most applications within a Conservation Area must be accompanied by a Design and Access Statement. Information on when a D&AS is required is set out in the guidance note Design and Access Statement
5. The appropriate fee	

LOCAL LIST OF REQUIREMENTS

Information Item	Policy Driver	Types of application	When or what information is required
Plans and drawings including: Existing and proposed floor and roof plans (e.g. at a scale of 1:50, 1:100 or 1:200)	CLG circular - Guidance on information requirements and validation London Plan - Place Shaping policies Local Plan Culture and Heritage, Environmental Sustainability and City Communities policies.	All applications.	Plans should be proportionate to the nature and size of the proposal, drawn at an identified standard metric scale and titled and numbered. They should show clearly the proposed works in relation to what is already there, highlighting any structures to be demolished. Applications for change of use must identify the area(s) involved but elevations and sections will not be needed if there are no alterations or building work.
Plans and drawings including: Existing and proposed elevations (e.g. at a scale of 1:50, 1:100 or 1:200) Existing and proposed sections and finished floor and site levels (e.g. at a scale of 1:50, 1:100 or 1:200)	CLG circular - Guidance on information requirements and validation London Plan - Place Shaping policies Local Plan Culture and Heritage, Environmental Sustainability and City Communities policies	Applications involving building work, alterations to buildings or open space or display of advertisements Section 73 removal or variation of a condition including minor material alterations.	Plans should be proportionate to the nature and size of the proposal, drawn at an identified standard metric scale and titled and numbered. They should show clearly the proposed works in relation to what is already there, highlighting any structures to be demolished, changes to levels, relationship to neighbouring buildings and land, details of foundations and the appearance of new work including materials to be used.
Access Statement	London Plan Policy 7.2 Local Plan policy CS10	Applications involving alterations to building entrances and open spaces, changes of levels and changes of use.	Not required if a Design and Access Statement is submitted. It should deal with the access aspects normally covered in a Design & Access statement.

Information Item	Policy Driver	Types of application	When or what information is required
Acoustic Report	NPPF London Plan Policy 7.15 Local Plan policy CS15	Planning applications involving new plant or uses that may create noise disturbance. Section 73 variation of a condition including minor material alterations.	May be required for developments that could affect noise sensitive properties (e.g. residential or educational uses).
Affordable Housing and Viability Statement	London Plan policy 3.11 Local Plan policy CS21	Planning applications proposing 10 or more new residential units.	A report demonstrating how it is intended to comply with London Plan/Local Plan policies on the provision of affordable housing.
Air Quality Impact Assessment	Local Plan policy DM15.6.	For development that proposes to use biomass or biofuel or for major development (1000sq.m non-residential or 10 or more residential units).	Needed when the site is adjacent to a 'sensitive building' e.g. school or hospital. An assessment of the impact of the development on air quality.
Air Quality Neutral Assessment	London Plan policy 7.14. Local Plan policy DM15.6.	Planning permission for major new buildings or extensions (1000sq.m non-residential or 10 or more residential units) including minor material alterations.	Demonstration that development is at least air quality neutral and mitigation if necessary.
Biodiversity survey and report	NPPF London Plan Policy 7.19 Local Plan policy DM19.2	Planning permission for the demolition of existing buildings or construction of new buildings.	Survey of existing biodiversity on site, impact and proposed measures to protect and enhance biodiversity.
Daylight/Sunlight assessment	Local Plan policy 10.7	Planning permission for the construction of a new building or extension.	Required if the development is near to existing or approved residential premises or open spaces.
Environmental Statement	Town and Country Planning (Environmental Impact Assessment) Regulations.	Planning permission for redevelopment. Section 73 removal or variation of a condition including minor material alterations.	An Environmental Impact Assessment (EIA) is required in the circumstances set out in the Environmental Impact Assessment Regulations.

Information Item	Policy Driver	Types of application	When or what information is required
			Applicants can request a 'screening opinion' to determine whether an EIA is required before submitting a planning application.
Flood Risk Assessment and sequential test evidence	NPPF Local Plan policy CS18	All planning applications including change of use, removal or variation of conditions and minor material alterations.	Required for all planning applications in the Flood Risk Area shown on the Local Plan Policies Map B (as amended by the Strategic Flood Risk Assessment) and for Major development elsewhere. Technical Guidance to the National Planning Policy Framework sets out the required information.
Heritage Assets - Listed Buildings	NPPF London Plan Policy 7.8 LVMF. Local Plan policy CS12	Planning permission for redevelopment or alterations affecting a listed building or its setting.	A description of the significance of the historic assets affected by the proposal and the contribution of their setting to that significance. The level of information should be proportionate to the importance of the heritage asset and be sufficient to give an understanding of the potential impact of the proposal on the significance of the heritage asset. This information is required with an assessment of the impact of the proposal and an explanation of the design concept. The assessment of significance and impact should be set out in the Design & Access Statement where one is required.
Heritage Assets –	NPPF	Planning permission for	See above under Heritage Assets

Information Item	Policy Driver	Types of application	When or what information is required
Conservation Areas	London Plan Policy 7.8 Local Plan policy CS12	redevelopment or alterations affecting a conservation area or its setting.	Listed Buildings
Heritage Assets – Archaeological remains and Scheduled Ancient Monuments	NPPF London Plan Policy 7.8 Local Plan policy CS12	Applications for planning permission or removal or variation of a condition (including minor material alterations) where the proposal involves ground works.	See above under Heritage Assets - Listed Buildings. The information should include a desk based assessment, an assessment of the impact of the proposal, and where appropriate, on-site evaluation.
Heritage Assets – Tower of London World Heritage Site	NPPF London Plan Policy 7.8 LVFM Local Plan policy CS12 World Heritage Site Management Plan Historic Royal Palaces Local Setting Study	Planning permission for new buildings or major extensions.	Impact assessment required if there could be an impact on views of the Tower of London or the Outstanding Universal Value of the World Heritage Site. The assessment of significance and impact should be set out in the Design & Access Statement where one is required.
Heritage Assets – St Paul's Heights assessment	NPPF London Plan Policy 7.8 Local Plan policy CS12	Planning permission for new buildings or extensions including minor extensions at roof level in the designated area.	Development in the designated area to demonstrate that the proposal would not infringe the St Paul's Heights Limits. The assessment of significance and impact should be set out in the Design & Access Statement where one is required.
Heritage Assets - Registered Parks and Gardens	NPPF London Plan Policy 7.8 LVFM Local Plan policy CS12	Planning permission for new buildings or alterations affecting a Registered Park or Garden.	See above under Heritage Assets - Listed Buildings
Heritage Assets – Non-designated Assets	NPPF London Plan Policy 7.8 Local Plan policy CS12	Planning permission for new buildings or extensions including minor extensions.	A description of the significance of the heritage asset affected and the impact of the proposal, set out in the Design & Access Statement

Information Item	Policy Driver	Types of application	When or what information is required
			where one is required.
Housing design	Local Plan policies CS1(5), DM21.1, DM21.3		Housing design
Land Contamination assessment	NPPF London Plan Policy 5.21 Local Plan policy DM15.8	Planning permission for the construction of a new buildings or extensions.	Required if application site is known to be or is suspected of being contaminated. City of London Interactive Map
Landscaping details	Local Plan policies CS10 and CS19	Planning permission for new buildings or major extensions where open space is affected or provided.	Drawings showing any proposed landscaping including structures, paving types, plant species and drainage. This should follow the design concept in the Design and Access Statement.
Micro climate impact assessment	Local Plan policies CS14 and CS15	Planning permission for new buildings or extensions.	Required if proposal is likely to have an adverse effect upon microclimate, in particular wind. A wind tunnel test would normally be expected culminating in a report demonstrating the degree of change in conditions.
Office viability report	Local Plan policy DM1.1.	Planning permission involving the loss of existing office accommodation and sites, other than where complementary uses are proposed for part of a building (see policy DM1.5) and pre-application discussions suggest the use could be acceptable .	Evidence to demonstrate that the building has depreciated such that office use would not be viable or suitable in the long term, having regard to the physical state of the building and its functional and locational obsolescence. Marketing evidence will be required to show that there is no recent or likely future demand for continued office use of a site or building.
Open Space assessment	NPPF London Plan Policy 7.18 Local Plan policies CS15 and	Planning permission for new buildings or major extensions.	If proposal is for development within or neighbouring an open space an assessment of the impact and

Information Item	Policy Driver	Types of application	When or what information is required
	CS19		provision of replacement space is required.
Parking Provision	London Plan Policy 6.13 Local Plan policy CS16	Planning permission for new buildings or major changes of use or major extensions. Section 73 removal or variation of a condition including minor material alterations.	Required if proposal affects existing car, motorcycle or bicycle parking spaces (including on-street parking bays) and/or is likely to create changes in the demand for parking on site or on surrounding streets. Details of all proposed parking should be shown on the drawings.
Photographs/Verified rendered montages	LVMF Local Plan policies CS10, CS13, CS13, CS14	Planning permission for new buildings, extensions or alterations. Section 73 removal or variation of a condition including minor material alterations.	Should be provided where necessary to support the application. Required in support of large redevelopment schemes and where proposals would involve the demolition of an existing building or affect the settings of listed buildings or conservation areas. Useful to support applications for alterations to buildings including shopfronts.
Planning obligations – Draft Head(s) of Terms	NPPF London Plan policies 8.2 and 8.3 Local Plan policy CS4. CoL Planning Obligations SPG GLA SPG - Use of Planning Obligations in the funding of Crossrail.	Planning permission for new buildings, major changes of use or major extensions and removal or variation of a condition including minor material alterations.	Required if proposal will result in a requirement for a legal agreement to secure planning obligations, affordable housing or a Crossrail Contribution.
Planning Statement / Supporting Information	NPPF	All applications.	Provision of a planning statement is optional.
Servicing facilities	Local Plan policy DM16.5	Planning permission for new buildings, changes of use or major extensions.	To be shown annotated on drawings.
Statement of Community	NPPF	Planning permission for new	Required where community

Information Item	Policy Driver	Types of application	When or what information is required
Involvement	Localism Act	buildings, major changes of use or major extensions and removal or variation of a condition including minor material alterations.	involvement has been arranged prior to making an application.
Sustainable development and climate change report	NPPF London Plan policies on climate change. Local Plan policy CS15	Planning permission for new buildings or major extensions and removal or variation of a condition including minor material alterations.	Demonstration of sustainability standard to be achieved and minimisation of carbon emissions.
Sustainable Urban Drainage Systems (SuDS) / Drainage Plan	NPPF. Ministerial Written statement HCWS161 18 December 2014. London Plan policy 5.13. Development Management Procedure Order 2015.	Major applications (1000sq.m non-residential or 10 or more residential units).	Details of SuDS designs showing compliance with SuDS technical standards.
Town Centre Uses – Evidence to accompany applications	NPPF London Plan policy 2.15 Local Plan policy CS20	Planning permission for major shopping proposals.	Proposals for major shopping uses require evidence to demonstrate a sequential approach to site selection.
Transport Assessment	NPPF London Plan policy 6.3 Local Plan policy CS16	Planning permission for new buildings, major changes of use or major extensions and removal or variation of a condition including minor material alterations.	Required if proposal is likely to have significant transport implications.
Travel Plan	NPPF London Plan policy 6.3 Local Plan policy CS16	Planning permission for new buildings or major extensions and removal or variation of a condition including minor material alterations.	A draft strategy for managing all travel and transport within the development. It should seek to improve access to the site by sustainable modes of transport.
Tree survey/Arboricultural implications	Local Plan policy CS19 Open Spaces in City of London	Planning permission for new buildings or major extensions.	Required if proposal is likely to affect trees within the application

Information Item	Policy Driver	Types of application	When or what information is required
	SPG.	Householder and removal or variation of a condition including minor material alterations.	site or adjacent to the site including street trees. This must include survey drawings showing the position of any existing trees and their canopy spread, trees to be felled and any pruning required during and after construction.
Views assessment.	London Plan policy 7.7. Local Plan policies CS10, CS12, CS13, CS14. LVMF. Riverside Appraisal of the Thames Policy Area SPG. St Paul's and Monuments Views SPG.	Planning permission for new buildings or major extensions and removal or variation of a condition including minor material alterations.	Studies showing existing and proposed views. Required if the development could affect protected vistas, panoramas, views and prospects identified in the London Plan, LVMF and Local Plan or the settings of listed buildings or conservation areas.
Waste storage and recycling facilities.	London Plan policy 5.17. Local Plan policy CS17.	Planning permission for new buildings, changes of use or major extensions.	To be shown annotated on drawings.

Annexe C

Mayor Of London –
Planning Information
Combined Planning Data Standard

MAYOR OF LONDON

PLANNING INFORMATION COMBINED PLANNING DATA STANDARD



Version 2
V2.1

MAYOR OF LONDON

1.0 Introduction

- 1.1 The GLA Planning Data Standard sets out the additional information that is required to be submitted as part of any planning application in the GLA area.
- 1.2 This combined standard includes the information required by the London Data Standard, together with the information sought for the work being carried out by MHCLG for the development of a single planning register together with additional information required for the monitoring of the Housing Delivery Test.
- 1.3 This information is required to enable the monitoring of development taking place in London and enable efficient spatial planning to take place.
- 1.4 This document will be updated from time to time and developed taking into account future planning needs and objectives. Changes will be widely publicised both on the London.gov.uk website and amongst the suppliers and users of this data set.
- 1.5 The breakdown of the document is:
 - 2.0 System Technical Requirements
 - 3.0 Householder Extensions
 - 4.0 Prior Approval for Residential Conversions
 - 5.0 All Other Application Types – Information to be provided by applicants
 - 6.0 All Other Application Types – Additional Information to be provided by LPA back office systems.
- 1.6 In completing a planning application for any developments in the GLA area, all fields will be mandatory for the relevant application type.
- 1.7 The data shall be uploaded automatically from the Local Planning Authorities' systems in respect of all application types:
 - (i) When the application is first made valid
 - (ii) When any data relating to the application is amended
 - (iii) When the application is determined, regardless of the decision or whether an application is withdrawn.

Further work will be undertaken to identify indicators for:

 - (iv) When planning permissions are implemented
 - (v) When planning permissions are completed.
- 1.8 Cross Borough Applications will need to be reported by both boroughs, however the same lead UPRN will need to be used.
- 1.9 This Non-Technical Data Standard lays out the information we will be collecting in terms familiar to local authorities and the building industry. A Technical Data Standard will follow to provide specific schema, formats, and other relevant details for each question.
- 1.10 For Additional Information about the Data Standard and any iterations of the Data Standard, please contact:

MAYOR OF LONDON

Planning Data Team
LDD@London.gov.uk

MAYOR OF LONDON

2.0 Back Office System Technical Requirements

The GLA is keen to ensure it does not exclude providers from the back office provision market, but at the same time in order for automated data to work there are some minimal functionality requirements that must be met:

1. Receiving Applications
<ul style="list-style-type: none">(i) The system must be capable of receiving all applications electronically including<ul style="list-style-type: none">a. Application Informationb. Supporting DocumentsFrom the Planning Portal and any other provider of a submission portal.(ii) The system must auto-populate the fields with the submitted information.(iii) The system must be capable of having information amended through any portal, flag up when any changes have been made and information locked when a decision is made.
2. Extracting Information
<ul style="list-style-type: none">(i) The system must be capable of having any information relating to any case extracted using a scheduled report.(ii) The system must be able to have any related polygons extracted with identifiers linking them to the case.

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3.0 Householder Planning Applications Additional Information Requirement

This part of the standard applies to:

- (i) Applications for planning permission to extend existing residential accommodation, including residential annexes
- (ii) Any applications for certificates of lawfulness for residential extension and structures built within the curtilage of a dwelling house.

Additional information to be submitted by the applicant

1. Site Information
<ul style="list-style-type: none">(i) Title Numbers - all land included within the application site(ii) EPC Number – most recent EPC completed
2. General Information about the Proposed Development
<ul style="list-style-type: none">(i) Description Free Text(ii) Gross Internal Floor Area(iii) Categories it falls within (multiple can be selected)<ul style="list-style-type: none">a. Roof Extension / Conversion / Additional Floor added upwardsb. Basement Extension / Conversion / Additional Floor added downwardsc. Rear Extensiond. Side Extensione. Front Extensionf. Other(iv) Number of additional bedrooms proposed(v) Number of additional bathrooms proposed(vi) Current Number of off road parking spaces(vii) Resulting Number of off road parking spaces

Additional Information to be collected from LPA Back Office Systems

3. Information about the Decision
<ul style="list-style-type: none">(i) UPRN(ii) Centroid(iii) Address(iv) LPA Application No.(v) URL of Published Planning Application(vi) Valid Date(vii) Last Date for Consultation Comments(viii) Decision Date(ix) Decision(x) Decision Process (Delegated or Committee)(xi) Status(xii) Appeal Start Date(xiii) Appeal Decision(xiv) Appeal Decision Date(xv) Decision Target Date

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- | |
|---|
| (xvi) Is it liable for CIL? |
| (xvii) Has an application for an exemption as a residential extension been submitted? |
| (xviii) Conditions on the Decision |

4. Reporting Information

- | |
|----------------------|
| (i) Development Type |
|----------------------|

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4.0 Prior Approvals Additional Information Requirement

This part of the standard applies to:

- (i) Applications for Prior Approval for the conversion of any building into a residential accommodation

Additional information to be submitted by the applicant:

1. Site Information
<ul style="list-style-type: none">(i) Title Numbers - all land included within the application site(ii) EPC Number – Most Recent EPC completed(iii) Are the existing buildings Currently Occupied? (vacant/partially vacant/occupied)
2. Application Information
<ul style="list-style-type: none">(i) Description Free Text(ii) Scheme Name – Any known intended name for the development(iii) Superseding an existing Planning Permission or other consent (Y/N/Partial)(iv) Reference Number of that Consent(v) Intended Commencement Date(vi) Intended Completion Date(vii) Current Lead Developer
3. General Information about the Proposed Development
<ul style="list-style-type: none">(i) Number of Residential Units Proposed(ii) For Each Residential Unit:<ul style="list-style-type: none">a. Gross Internal Floor Areab. Number of Habitable Roomsc. Whether the unit will be M4(2) compliantd. Whether the unit will be M4(3) compliant(iii) Current Number of off road parking spaces(iv) Resulting total number of off road parking spaces
4. Infrastructure Requirements
<ul style="list-style-type: none">(i) Number of new water connections required(ii) Number of homes with electrical heating(iii) Number of homes served by full fibre internet connection(iv) Have you consulted mobile network operators? (Y/N)(v) Number of vehicle charging points proposed:<ul style="list-style-type: none">a. Activeb. Passive(vi) Type of vehicle charging points:<ul style="list-style-type: none">a. Rapid chargersb. Slow chargersc. Slow units(vii) Does the scheme include CHP/Heat Pumps? (Y/N)(viii) What capacity of Solar/PV is proposed?(ix) Number of Homes with Passive Cooling (Number)

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- (x) Total annual NOx and PM emissions (Number)
- (xi) Are you proposing Green House Gas emission reductions over and above those set out in Part L of the Building Regulations? (Y/N)
- (xii) Area of green roof proposed (Number)
- (xiii) What is the Urban Greening Factor Score? (Number)
- (xiv) Does each Unit include internal and external:
 - a. Designated storage Space for Dry Recycling (Y/N)
 - b. Designated storage Space for Food Waste (Y/N)
 - c. Designated storage Space for Residual Waste (Y/N)
- (xv) What percentage of material from demolition and construction material will be recycled/reused?
- (xvi) Number of new gas connections required (number)

Additional Information to be collected from LPA Back Office Systems

5. Information about the Decision

- (i) UPRN
- (ii) Centroid
- (iii) Address
- (iv) LPA Application No.
- (v) URL of Published Planning Application
- (vi) Valid Date
- (vii) Last Date for Consultee Comments
- (viii) Decision Date
- (ix) Decision
- (x) Decision Process (Delegated or Committee)
- (xi) Decision Target Date
- (xii) Status
- (xiii) Appeal Start Date
- (xiv) Appeal Decision
- (xv) Appeal Decision Date
- (xvi) Is it liable for CIL?
- (xvii) Has an application for an exemption as a residential extension been submitted?
- (xviii) Conditions on the Decision

6. Reporting Information

- (i) Development Type

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5.0 Additional Information to be Submitted as part of any Planning Application (Excluding Prior Approvals and Householder Applications)

This information is in addition to the information already required as part of the standard 1APP schema.

1. Site Information	
(i)	Title Numbers - all land included within the application site
(ii)	EPC Number – most recent EPC completed
(iii)	Existing Use of the Building (Use Class)
(iv)	Ownership Status (Public/Private Ownership)
(v)	Site Area
(vi)	Gross internal floor area of all existing buildings on the application site
2. Information Submitted in Support of the Application	
(i)	Viability Assessment (Y/N)
(ii)	3D Model (Y/N)
(iii)	Circular Economy Statement (Y/N)
(iv)	Air Quality Assessment (Y/N)
(v)	Transport Impact Assessment (Y/N)
(vi)	Is this application to be treated as a Fast Track Application for the purposes of Affordable Housing? (Y/N)
3. General Information about the Proposed Development	
(i)	Description (Free Text)
(ii)	Scheme Name – Any known intended name for the development
(iii)	Is the scheme phased? (Y/N)
(iv)	Subdivision of building – If this permission does not relate to the whole building, please provide details e.g. “Rear Ground Floor”, 1 st – 3 rd Floor etc
(v)	Superseding (Y/N) – Is it intended that this planning permission be carried out to replace an existing planning permission?
(vi)	Partial Superseding (Y/N) - Is it intended that this planning permission be carried out to replace part of an existing planning permission?
(vii)	List all Planning Permissions to be Replaced including their Reference and the components to be replaced
(viii)	Projected Dates for each component and detail of development– Commencement Date and Completion Date (table/schedule)
(ix)	Current Lead Developer
(x)	Current Lead Registered Social Landlord (RSL)
(xi)	What is the projected cost of works? (Categories)
(xii)	How many separate buildings are proposed? <ol style="list-style-type: none"> Maximum Height of each Number of Storeys of each
4. Open Space and Nature Designation	
(i)	Does the development result in the loss, gain or change of use of any open space? <ol style="list-style-type: none"> Type

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- b. Designation
- c. Area
- d. Access
- e. Description
- f. Land Swap (Y/N)
- (ii) Does your proposal involve the loss of garden land? (Y/N)
- (iii) Does the development result in the loss, gain or change of use of a site protected with a nature designation?
 - a. Type
 - b. Designation
 - c. Area
 - d. Access
 - e. Description

5. Housing Information

- (i) Add the following to the current schedule of Dwellings ensuring the following information is provided for each unit lost and gained:
 - a. Number of Habitable Rooms
 - b. Tenure
 - i. London Affordable Rent
 - ii. London Living Rent
 - iii. Shared Equity
 - iv. Shared Ownership
 - v. Discount Market Sale
 - vi. Discount Market Rent
 - vii. Build to Rent
 - viii. Starter Homes
 - ix. Self Build and Custom Build
 - x. Private Rented Sector
 - c. M4(2) Compliant (Y/N)
 - d. M4(3) Complaint (Y/N)
 - e. Unit Type
 - i. Live/Work Unit
 - ii. Co Living Unit
 - iii. Hostel Room
 - iv. Cluster Flat
 - v. Student Accommodation
 - vi. Flat/Apartment
 - vii. Terraced Home
 - viii. Semi Detached Home
 - ix. Detached Home
 - x. Other
 - xi. Communal Space
- (ii) GIA (Gross Internal Floor Area) Lost
- (iii) GIA (Gross Internal Floor Area) Gained
- (iv) Number of Gypsy and Traveller pitches and or Travelling Showpeople or Circus people plots Lost
- (v) Number of Gypsy and Traveller pitches and or Travelling Showpeople or Circus people plots Gained
- (vi) Number of non-permanent dwellings (if used as main residence) lost e.g. caravans, mobile homes, converted railway carriages, etc.

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- (vii) Number of non-permanent dwellings (if used as main residence) gained e.g. caravans, mobile homes, converted railway carriages, etc.
- (viii) Number of houseboat moorings (if used as main residence) lost
- (ix) Number of houseboat moorings (if used as main residence) gained
- (x) Existing number of parking spaces on the site
- (xi) Proposed number of parking spaces on the site (excluding car club spaces)
- (xii) Proposed number of car club spaces
- (xiii) Hotel and Holiday Accommodation:
 - a. Number of Bedrooms Proposed
 - b. How Many Bedroom would be M4(2) and M4(3) Compliant

The table for residential, communal and commercial floor space is contained in appendix 1.

6. Other Development Types

- (i) GIA (Gross Internal Floor Area) Lost
- (ii) GIA (Gross Internal Floor Area) Gained
- (iii) Use Class
 - a. Floor Space Created for each use (sq m)
- (iv) For C2a Secure Non Residential Institutions, Hostels and other non standard residential types:
 - a. Number of Rooms/Units Lost
 - b. Number of Rooms/Units Gained

The table for residential, communal and commercial floor space is contained in appendix 1.

7. Infrastructure

- (i) Number of new water connections required
- (ii) Number of homes with electrical heating
- (iii) Number of homes served by full fibre internet connection
- (iv) Number of commercial units served by full fibre internet connection
- (v) Have you consulted mobile network operators? (Y/N)
- (vi) How many vehicle charging points are proposed:
 - a. Active
 - b. Passive
- (vii) Type of vehicle charging points:
 - a. Rapid chargers
 - b. Slow chargers
 - c. Slow units
- (viii) Does the development include community energy facilities? (Y/N)
- (ix) Does the scheme include CHP/Heat Pumps? (Y/N)
- (x) What capacity of Solar/PV is proposed?
- (xi) Number of Homes with Passive Cooling (Number)
- (xii) Total annual NOx and PM emissions (Number)
- (xiii) Are you proposing Green House Gas emission reductions over and above those set out in Part L of the Building Regulations? (Y/N)
- (xiv) Area of green roof proposed (Number)
- (xv) What is the Urban Greening Factor Score? (Number)
- (xvi) Does each Unit include internal and external:
 - a. Designated storage Space for Dry Recycling (Y/N)
 - b. Designated storage Space for Food Waste (Y/N)

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- c. Designated storage Space for Residual Waste (Y/N)
- (xvii) What percentage of material from demolition and construction material will be recycled/reused?
- (xviii) Number of new gas connections required (number)
- (xix) Non-Residential Parking
 - a. How many non-residential standard vehicle parking spaces are proposed
 - b. How many bicycle parking spaces
 - c. Parking Spaces for nonstandard vehicle types (e.g. lorries)
- (xx) Is a fire sprinkler system proposed? (Y/N)

8. Water Management

- (i) What is the percentage reduction of surface water discharge from the site for a 1 in 100 year rainfall event? (%)
- (ii) Are green SuDS incorporated into the drainage design? (Yes/No)
- (iii) What is the internal residential water usage? (l/p/d)
- (iv) Does the development include rain water harvesting? (Y/N)
- (v) Does the development include grey water reuse? (Y/N)

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6.0 Additional Information to be collected from LPA Back Office Systems

This information is found in the LPA back office systems and should be extracted in addition to the information submitted by applicants.

This section applies to all application types excluding Prior Approvals and Householder Applications – Sections 3.0 and 4.0 cover Prior Approval and Householder information to be collected from back office systems.

1. Site Information
<ul style="list-style-type: none"> (i) LPA Application No. (ii) URL of Published Planning Application (iii) UPRN (iv) Centroid (v) Address (vi) Any existing UPRNS for existing buildings on the site (vii) Any Recorded Constraints or Designations
2. Information Submitted in Support of the Application
<ul style="list-style-type: none"> (i) Nothing Additional
3. General Information about the Proposed Development
<ul style="list-style-type: none"> (i) Valid Date (ii) Last Date for Consultation Comments (iii) Decision Target Date (iv) Decision Date (v) Decision (vi) Decision Process (Delegated or Committee) (vii) Status (viii) Appeal Start Date (ix) Appeal Decision (x) Appeal Decision Date (xi) Conditions on the Decision
4. Open Space and Nature Designation
<ul style="list-style-type: none"> (i) Does this site have any open space designation? (ii) Does this site have any nature designation?
5. Housing Information
<ul style="list-style-type: none"> (i) Nothing Additional
6. Other Development Types
<ul style="list-style-type: none"> (i) Number of Council Tax Rateable Rooms/Units Lost (ii) Number of Council Tax Rateable Rooms/Units Gained

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7. Infrastructure	
(i)	S106 Agreement (Y/N)
(ii)	Post Decision, Planning Obligation Information including: <ul style="list-style-type: none">a. Payment in Lieu of Affordable Housingb. Affordable Housing to be provided off sitec. Affordable Housing to be acquired off sited. Transport Contributionse. Other Contributionsf. Social Infrastructure Contributions
(iii)	CIL Information including: <ul style="list-style-type: none">a. Mayoral CIL liability Notice Issuedb. Borough CIL liability Notice Issuedc. Commencement Notice Received
8. Water Management	
(i)	Nothing Additional
9. Geographical Information	
(i)	Polygon or Other Location Identifier where Polygons are not Plotted
10. Reporting Information	
(i)	Development Type

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APPENDIX 1

Parking Matrix

Existing		
No. Standard Vehicle Spaces (Residential)	No. Standard Vehicle Spaces (Non-Residential)	No. Non-Standard Vehicle Spaces
Resulting Parking Facilities		
No. Standard Vehicle Spaces (Residential)	No. Standard Vehicle Spaces (Non-Residential)	No. Non-Standard Vehicle Spaces

Housing Delivery

Year	Q1	Q2	Q3	Q4
2019				
2020				
2021				
2022				
2023				
2024				
2025				
Cont.				

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Demolished / Lost Floor Space

Residential Accommodation							
Unit No.	Unit Type	Gross Internal Floor Area	No. Habitable Rooms	No. Bedrooms	Current Tenure	M4(2) Compliant	M4(3) Compliant
Communal Floor Space Serving Residential Accommodation							
		Gross Internal Floor Area					
Demolished /Lost Non Residential Floor Space							
Unit No.	Use Class	Gross Internal Floor Area					

New Development

New Residential Development Table (Including non-standard residential types)							
Unit No.	Unit Type	Gross Internal Floor Area	No. Habitable Rooms	No. Bedrooms	Proposed Tenure	M4(2) Compliant	M4(3) Compliant
Communal Floor Space Serving Residential Accommodation							
		Gross Internal Floor Area					
Non Residential Floor Space							
Unit No.	Use Class	Gross Internal Floor Area					

Contact Information

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Agenda Item 8

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Committees: Corporate Projects Board Projects Sub-Committee Planning & Transportation Committee	Dates: 25 November 2019 16 December 2019 12 December 2019
Subject: Baynard House Car Park – Ventilation & Smoke Clearance System. Unique Project Identifier: <i>PV Project ID 12195</i>	Gateway 1-4 Project Proposal & Options Appraisal Regular
Joint Report of: Director of the Built Environment And City Surveyor Report Author: Samantha Tharme	For Decision
<h1>PUBLIC</h1>	

Recommendations

1. Approval track, next steps and requested decisions	Project Description: Ventilation system for Baynard House Car Park, to meet Fire Risk Strategy requirements and provide adequate ventilation for current operation. Next Gateway: Gateway 5 - Regular Next Steps: Specification and drawings for tender for work on Baynard House to include ventilation system and all ancillary work. Issue tender under Intermediate Framework Contract. Assess tenders and recommend contract award. Requested Decisions: Projects Sub-Committee; Planning & Transportation Committee
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	<ol style="list-style-type: none"> 1. That budget of £37,000 is approved for Baynard House car park ventilation system to reach the next Gateway 5; 2. Note the total estimated cost of the project at £647,000 (excluding risk); which has been included as part of the annual capital bid for Department of Built Environment 2020/21; funding requested from On-Street Parking Revenue account. 3. Note the risk register in appendix 2. 4. That Option 1A to install a new ventilation system to Baynard House car park, is approved 																												
<p>2. Resource requirements to reach next Gateway</p>	<table border="1" data-bbox="528 712 1390 1753"> <thead> <tr> <th>Item</th> <th>Reason</th> <th>Funds/ Source of Funding</th> <th>Cost (£)</th> </tr> </thead> <tbody> <tr> <td>Staff costs</td> <td>To prepare tender specification and manage project</td> <td>Local risk</td> <td>5,000</td> </tr> <tr> <td>Asbestos survey</td> <td>To identify whether any asbestos in tunnel and carpark</td> <td>Local risk</td> <td>10,000</td> </tr> <tr> <td>Asbestos removal</td> <td></td> <td>Local risk</td> <td>10,000</td> </tr> <tr> <td>Approvals and CDM</td> <td>Sign off on designs - building control officers and CDM.</td> <td>Local risk</td> <td>12,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>37,000</td> </tr> </tbody> </table> <p>Costed Risk Provision requested for this Gateway: none</p>	Item	Reason	Funds/ Source of Funding	Cost (£)	Staff costs	To prepare tender specification and manage project	Local risk	5,000	Asbestos survey	To identify whether any asbestos in tunnel and carpark	Local risk	10,000	Asbestos removal		Local risk	10,000	Approvals and CDM	Sign off on designs - building control officers and CDM.	Local risk	12,000					Total			37,000
Item	Reason	Funds/ Source of Funding	Cost (£)																										
Staff costs	To prepare tender specification and manage project	Local risk	5,000																										
Asbestos survey	To identify whether any asbestos in tunnel and carpark	Local risk	10,000																										
Asbestos removal		Local risk	10,000																										
Approvals and CDM	Sign off on designs - building control officers and CDM.	Local risk	12,000																										
Total			37,000																										
<p>3. Governance arrangements</p>	<ul style="list-style-type: none"> • Projects Sub-Committee • Planning and Transportation Committee • Senior Responsible Officer Zahur Khan as Director of Transportation and Public Realm sponsor to complete health and safety requirements for the car park. • Project Manager – Richard Low-Foon City Surveyors 																												

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	<ul style="list-style-type: none"> • No project board required as straightforward upgrade of ventilation system in Baynard House car park to ensure fire risk strategy is adequate to maintain use of the car park.
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Project Summary

<p>4. Context</p>	<p>4.1 This project is to provide a new ventilation system for Baynard House Car Park, to meet Fire Risk Strategy requirements and provide adequate ventilation for current operation. A separate project fully funded by TfL will deliver Electric Vehicle charge points, this EV charge points is dependent on the ventilation system being fit for operational purpose.</p> <p>4.2 Gateway 1-4 approach has been taken as the work can be procured through the Intermediate Framework and some initial concept design requirements have been completed to provide an indicative cost. It is recommended that the most expedient process is used to procure the works.</p> <p>4.3 The review of ventilation systems on all car parks had been proceeding at a pace to inform the 2020/21 budget bids for the capital programme. Transport for London (TfL) reached a detailed design stage in their work on the EV charge points that exposed the need to have a fully compliant ventilation system in place before the charge points can be switched on.</p> <p>4.4 The Fire Safety strategy and the ventilation system in Baynard House car park is currently inadequate, as identified in a recent review. Additionally, the City of London has a statutory obligation under the H&S at Work Act to manage noxious gases</p> <p>4.5 TfL are keen to install charge points by the end of March 2020. CoL are working in partnership with TfL, and support installation at this location. The CoL works are programmed to follow after TfL's subject to Committee approval. Given this programme we are asking members to consider a Gateway 1-4 approval. An amount of concept design and modelling has already been completed sufficient to understand that the recommended option will meet requirements. If approved officers are in position to write the specification for tender (through the Intermediate Framework Contract).</p> <p>4.6 This report and request for funding is running ahead of the capital bid process for 2020/21, which should be determined in February 2020. We are therefore asking for this GW approval to prepare specification for tender, to be</p>
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	<p>considered ahead of that process, to minimise delay for the new ventilation system. This commitment is necessary to allow the TfL works to go ahead as agreed. Member support for new EV infrastructure has been expressed and we wish to take advantage of TfL funding for the charge points.</p> <p>4.7 Baynard House has been identified as an ideal location for installing rapid 50kw EV charge points. Primarily to support the taxi trade switch to electric vehicles. This will be the first hub of rapid charge points in London. This location has been selected as it has the space to deliver a hub of 6 or more charge points; it keeps charge points off the footway and carriageway as space is limited in the City; it is close to existing support facilities for taxi drivers opposite the Piccolo Café, and adjacent to taxi rest bays.</p> <p>4.8 CoL are working in parallel on the design for the ventilation system to manage fire risk in Baynard House car park. All CoL car parks have been reviewed, particularly in light of the recent car park fire in Liverpool and Grenfell flats. CoL has a Statutory Obligation under the Health & Safety at Work Act to address inadequate ventilation for normal operational use of the car park for employees and all users of the building</p> <p>4.9 It is recommended that the CoL programme for Baynard House is brought forward to enable the TfL implementation of the EV charge points as agreed. The CoL ventilation work can be installed after the TfL work is completed in terms of managing the work, but the charge points are dependent on the ventilation being installed for normal operation.</p>
<p>5. Brief description of project</p>	<p>5.1 To provide a compliant ventilation system in Baynard House Car Park. This is necessary to bring the ventilation up to standard particularly in light of recent fires in car parks and ensure we meet statutory obligations under the H&S at Work Act for continued future use of the car park.</p> <p>5.2 We propose to twin track delivery of the projects, for managing building works and timescale, but the EV charge points are dependent on the ventilation being completed to become fully operational.</p>
<p>6. Consequences if project not approved</p>	<p>6.1 The Fire Safety strategy and the ventilation system in Baynard House car park is currently inadequate, as identified in a recent review. Additionally, the City of London has a statutory obligation under the H&S at Work Act to manage noxious gases. A risk managed approach</p>

	<p>to investigation and installation has been taken to manage requirements to upgrade the system and maintain car park to remain open and continue in use.</p> <p>6.2 Ventilation of car parks is recommended in order to limit concentrations of carbon monoxide (CO) and other vehicle emissions in the day-to-day use of car parks and to remove smoke and heat in the event of a fire.</p> <p>6.3 The existing ventilation system is no longer operational, the fans are obsolete, it is critical that ventilation is reinstated to control the amount of potentially harmful airborne pollutants present in the car park.</p> <p>6.4 There is no means to dissipate heat and smoke and the current state of the carpark facilities could potentially be in contravention of Building Regulations B (Fire safety) and F (ventilation) and the Health & Safety at work act</p> <p>6.5 The Fire Risk Assessment of 2017 raised issues regarding the existing un-operational ventilation system of the car park, as it was unclear if it was required to comply with the Building Regulations in addition to the existing natural ventilation system. Currently a managed risk approach is being used to keep the building in use, which includes mitigation factors of, surveillance cameras, staff in the car park which would alert users to a fire, upgraded sprinkler and alarm systems. Given, however that the ventilation system is not operable we need to be planning to bring it up to an acceptable standard for continued longer term use of the building. As we are now planning changes (the EV charge points) within the building which increases the fire risk, this triggers an obligation to address the ventilation system before these are switched on</p> <p>6.6 The current capital bid for 2020/21 for all car parks includes Baynard House, however we are recommending commencing work on the design and tender process in the current financial year, to meet the earliest timetable possible.</p> <p>6.7 We are in partnership with TfL to fund delivery of the rapid charge points in Baynard House; at present TfL are committed to funding the enabling work for the charge points, (circa £200k), including a new electricity substation. There is a risk that if we do not commit to delivering this ventilation project TfL will direct this funding to other sites outside the Square Mile. The cost of a hub is high to implement because an electricity substation is required. Quotes and a deliverable design have been agreed with</p>
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	UKPN, and a draft lease for the substation has been prepared.
7. SMART project objectives	<p>7.1 Fire Risk addressed adequately within Baynard House car park, signed off and approved by Fire Safety officer.</p> <p>7.2 Statutory obligations and compliance with H&S at work Act and Building Regulations to address noxious gases. Modelling has been carried out which demonstrates compliance with the necessary air change rate per hour.</p> <p>7.3 Work <u>commenced</u> on the design and tender stage within 2019/20 to allow the introduction of electric vehicle charge points in Baynard House.</p>
8. Key benefits	<p>8.1 Fire Risk and ventilation for normal requirements addressed adequately within Baynard House car park allowing safe operation of the car park, and ensure compliance with statutory obligations for maintaining the car park for continued future use.</p> <p>8.2 Electric Vehicle charging infrastructure implemented within current financial year and therefore supporting the transition to electric vehicles in the City and improving air quality as a consequence. Air Quality is recognised as a Corporate Risk CR21.</p> <p>8.3 The long term improvement in air quality is seen as critical in addressing health concerns and making the City a safe and pleasant environment, as a modern city should be.</p>
9. Project category	1. Health and safety
10. Project priority	A. Essential
11. Notable exclusions	The installation of the charge points is being funded and delivered by TfL.

Options Appraisal

12. Overview of options	12.1 Option 1A: A single option, to provide a full ventilation system to the entirety of Baynard House car park, has been proposed to ensure we meet the requirements for adequate ventilation for daily operational purposes and have a fire risk strategy that meets our statutory obligations. A modelling assessment is in progress to test the whether the proposed
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	<p>number of fans and ventilation system will provide necessary airflow. Proceeding with this option now, allowing the tender process to go ahead in February 2020, allows CoL to maintain TfL funding for the dependent EV charge points.</p> <p>Option 1B: A single option, to provide a full ventilation system to the entirety of Baynard House car park, ensuring we meet the requirements for adequate ventilation for daily operational purposes and have a fire risk strategy that meets our statutory obligations; the option could wait for the capital bid process to conclude in February 2020/21, before commencing the GW approval but the opportunity for TfL to fund the EV charge points would be lost, due to further delays to overall programme.</p> <p>12.2 Option 2: We have looked at a phased approach of installing a new ventilation system only on the level 4 in time to install EV charge points; however this is found to not be possible due to the adverse impact on the building fire strategy, affecting all floors of the car park and the occupiers above. There also remains a risk of not being compliant with H&S at Work Act for daily operational use, affecting employees and users of the building.</p> <p>12.3 Do nothing: City of London would risk not being compliant with Health & Safety at work Act and would not have an adequate Fire Risk Strategy therefore not considered an acceptable option, for maintaining car park.</p>
<p>13. Risk</p>	<p>Overall project risk: Medium</p> <p>R1. Continuing to operate the car park without a new ventilation system could potentially be considered a Health and Safety at Work Act contravention. Mitigation - concept design assessed and tested for sufficient air flow change to meet guidelines and statutory obligations. A risk managed approach to investigation and installation has been taken to manage requirements to upgrade the system and maintain car park to remain open and continue in use.</p> <p>R2. Ensuring new system adequate to be compliant with Fire Risk Strategy. Mitigation - concept design assessed and tested for sufficient air flow change to meet guidelines and to be adequate for Fire Risk Strategy. A risk managed approach to investigation and installation has been taken to manage requirements to upgrade the system and maintain car park to remain open and continue in use.</p>

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	<p>R3. Scheme costs going over budget estimate. Mitigation - An amount of design work and modelling has been carried out already to determine a robust cost estimate.</p> <p>R4. Planning permission for any element of project/scheme. Mitigation – secured confirmation from Planning office that scheme within permitted development rights.</p> <p>R5. The design is compliant with Building Control regulations. Mitigation - early engagement with Building Control officers on concept, and detailed design of scheme.</p> <p>R6. delivery of ventilation system dependent on new electricity substation connections being provided by UKPN and TfL. Mitigation – project team engaged with TfL and UKPN to understand their programme and current level of commitment</p> <p>Further information available within the Risk Register (Appendix 2) and Options Appraisal.</p>
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Resource Implications

<p>14. Total estimated cost</p>	<p>For recommended option 1</p> <p>Total estimated cost (excluding risk): <i>Anticipated lifetime cost to deliver this project (excluding risk).</i></p>		
	Item	Funds/ Source of Funding	Cost (£)
	Installation of Cyclone fans throughout the carpark to provide smoke clearance and general air circulation:	OSPR	£300,000
	Main Contractor attendance, including preliminaries, Builders work, Containment System, Removal of existing plants, Electrical installation works, etc	OSPR	£250,000
	Additional works in the tunnel	OSPR	£65,000
	Asbestos survey and removal	Local Risk	£15,000
	Staff costs and approvals and CDM	Local Risk	£7,000
	CDM advisor	Local Risk	£10,000

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	Total		£647,000
15. Funding strategy	Is funding confirmed: No funding confirmed	Who is providing funding: Internal - Funded wholly by City's own resource	
	Recommended option		
	Funds/Sources of Funding		Cost (£)
	Local Risk		37,000
	On Street Parking Reserves		610,000
Total		647,000	
Funding is sought from 'On Street Parking Reserves', on which the provision and maintenance of off-street parking, is a primary call.			

Appendices

Appendix 1	Project Briefing
Appendix 2	Risk Register
Appendix 3	PT2 Procurement Form

Contact

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Options appraisal table.

Delete option numbers as appropriate

	Option 1	Option 2	Option 3
1. Brief description	Ventilation system throughout the car park	Ventilation system level 4 only.	Do nothing.
2. Scope and exclusions	<p>Ventilation system to cover all car park floors, providing necessary air flow for compliant operational standards and for Fire Risk Strategy.</p> <p>The electricity substation and Electric Vehicle charge points are being delivered as a separate project in partnership with TfL.</p>	<p>Ventilation system to manage air flow on level 4 of car park where new Electric Vehicle charge points are being installed.</p> <p>The risk of non-compliance and H&S issues would remain in the longer term, and the carpark would continue to potentially operate in breach of Regulations.</p>	<p>Car park ventilation will remain substandard.</p> <p>The existing plant is life expired and obsolete. It would not be possible to overhaul and reinstate all parts of the existing M&E installations to a working order as spares are no longer available.</p> <p>The risk of non-compliance and H&S issues would remain in the longer term, and the carpark would continue to potentially operate in breach of Regulations.</p>
Project Planning			

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	Option 1	Option 2	Option 3
3. Programme and key dates	<p>Design - December 19 – January 2020</p> <p>Produce specification - January/February 2020</p> <p>Tender project - February 2020</p> <p>Tender return - March 2020</p> <p>Tender analysis - 2 weeks</p> <p>Gateway 5 approval - April/May 2020</p> <p>Lead in period (fans) - 8 weeks</p> <p>Start on site - June 2020</p> <p>Completion August 2020</p>	<p>Not programmed as would not meet minimum standard for Fire Risk Strategy</p>	<p>N/A</p>
4. Risk implications	<p>Overall project option risk: Medium</p> <p>Further information available within the Risk Register (Appendix 2).</p> <ul style="list-style-type: none"> Continuing to operate the car park without a new ventilation system could potentially be 	<p>Overall project option risk: High</p> <ul style="list-style-type: none"> Continuing to operate the car park without a new ventilation system could potentially be considered a Health and Safety at Work Act contravention. 	<p>Overall project option risk: High</p> <ul style="list-style-type: none"> Continuing to operate the car park without a new ventilation system could potentially be considered a Health and Safety at Work Act contravention.

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	Option 1	Option 2	Option 3
	<p>considered a Health and Safety at Work Act contravention. Mitigation - concept design assessed and tested for sufficient air flow change to meet guidelines and statutory obligations. A risk managed approach to investigation and installation has been taken to manage requirements to upgrade the system.</p> <ul style="list-style-type: none"> • R2. Ensuring new system adequate to be compliant with Fire Risk Strategy. Mitigation - concept design assessed and tested for sufficient air flow change to meet guidelines and to be adequate for Fire Risk Strategy. A risk managed approach to investigation and 	<ul style="list-style-type: none"> • High Risk as would not meet minimum standards for Fire Risk Strategy and could potentially be considered a Health and Safety at Work Act contravention. 	

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	Option 1	Option 2	Option 3
	<p>installation has been taken to manage requirements to upgrade the system.</p> <ul style="list-style-type: none"> • R3. Scheme costs going over budget estimate. Mitigation - An amount of design work and modelling has been carried out already to determine a robust cost estimate. • R6. delivery of ventilation system dependent on new electricity substation connections being provided by UKPN and TfL. Mitigation – project team engaged with TfL and UKPN to understand their programme and current level of commitment 		

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	Option 1	Option 2	Option 3
5. Benefits	<ul style="list-style-type: none"> • Not completing the works will prevent installation of the new Electric Vehicle charge points, and fail to support the shift to EVs within the taxi trade in particular. • Baynard house is an ideal location for taxi charge points being centrally located, whilst no other points in the vicinity. • Supporting the transition to electric vehicles will help address levels of air pollution in the City. • Installation of the ventilation system will ensure compliance with Health & Safety at work obligations • Installation of ventilation will ensure that an effective fire risk strategy is in place. 	<ul style="list-style-type: none"> • Cost savings; (not fully costed as fails to meet project objective). 	<ul style="list-style-type: none"> • Cost savings.

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	Option 1	Option 2	Option 3
6. Disbenefits	<ul style="list-style-type: none"> • Cost to capital budget 	<ul style="list-style-type: none"> • failure to meet compliance with Health and Safety at Work Act requirements • failure to adequately address Fire Risk. 	<ul style="list-style-type: none"> • failure to meet compliance with Health and Safety at Work Act requirements • failure to adequately address Fire Risk.
7. Stakeholders and consultees	<ul style="list-style-type: none"> • Building Control – District Surveyors; • Fire Safety advisor City Surveyors – Terence Short • UKPN as District Network Operator <p>No Equality Impact Assessment will be undertaken.</p>	N/A	N/A
Resource Implications			
8. Total estimated cost	<p>Total estimated cost (excluding risk): £647,000.</p> <p>A sufficient amount of design work and modelling has been</p>	Not costed	N/A

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	Option 1	Option 2	Option 3
	carried out already to determine a robust cost estimate, by ventilation specialists.		
9. Funding strategy	Funding is sought from Local Risk and 'On Street Parking Reserves', On street parking reserve account to be utilised to maintaining and operating car parks.		
10. Estimated capital value/return	N/A	N/A	N/A
11. Ongoing revenue implications	None	N/A	N/A
12. Investment appraisal	The option selected is that which will meet the objective of this project. We have looked at phasing of implementation, but this will not deal with fire		

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	Option 1	Option 2	Option 3
	<p>safety strategy adequately.</p> <p>We are therefore not comparing options in this manner.</p>		
13. Affordability	<p>The current capital bid for 2020/21 for all car parks includes Baynard House car park.</p> <p>Funding is sought from 'On Street Parking Reserves', On street parking reserve account should be directed to maintaining and operating car parks in the first instance.</p>	<p>Although cost could be phased this option would not address the project objective.</p>	<p>Lack of investment in upgrading the ventilation system risks higher costs and inability to use the car park in the longer term.</p>
14. Procurement strategy/Route to Market	<p>The contract to deliver the ventilation system will be tendered under the Intermediate Framework Contract. A preferred contractor for the fan system will be nominated in the tender documents</p>	<p>Not applicable</p>	<p>Not applicable</p>

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	Option 1	Option 2	Option 3
	as they have already been a trusted supplier in the past, to meet this timetable there was a need to get a concept design agreed and to test it would adequately address the ventilation to bring it within compliance of regulations.		
15. Legal implications	<p>This project will ensure future compliance in the car park, with the Health and Safety at Work Act and provide an adequate Fire Risk Strategy.</p> <p>Legal issues with respect to the Electricity Substation and the installation of the Electric Vehicle charge points have been dealt with through the City Solicitor and are outside the scope of this project.</p>	<p>There is no means to dissipate heat and smoke and the current state of the carpark facilities could potentially be considered a Health and Safety at Work Act contravention.</p> <p>This option would not ensure future compliance in the building</p>	<p>There is no means to dissipate heat and smoke and the current state of the carpark facilities could potentially be considered a Health and Safety at Work Act contravention.</p> <p>This option would not ensure future compliance in the building .</p>

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	Option 1	Option 2	Option 3
16. Corporate property implications	<p>16.1 This project is being designed to address inadequate ventilation in Baynard House Car Park. The existing ventilation system is no longer operational, the fans are obsolete, it is critical that ventilation is reinstated to control the amount of potentially harmful airborne pollutants present in the car park.</p> <p>The project aligns with a key objective of the Corporate Property Asset Management Strategy to ensure that operational assets remain in good, safe and statutory compliant condition.</p> <p>16.2 City Surveyors commissioned the assessment of all car parks on behalf of Department for the Built Environment.</p>	<p>Would not address inadequate ventilation on all floors of car park and does not ensure that operational assets remain in good, safe and statutory compliant condition for longer term continued operation.</p>	<p>Would not address inadequate ventilation within car park and does not ensure that operational assets remain in good, safe and statutory compliant condition for longer term continued operation.</p>

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	Option 1	Option 2	Option 3
	16.3 TfL are funding a substantial upgrade to the building by providing an additional electricity substation.		
17. Traffic implications	The project supports a wider objective of the City to reduce air pollution in the city by the transition to electric vehicles. This project will enable the introduction of Electric Vehicle charge points in Baynard House car park.	Would not enable introduction of Electric Vehicle charge points in Baynard House car park.	Would not enable introduction of Electric Vehicle charge points in Baynard House car park
18. Sustainability and energy implications	Control strategy needs to be employed for operating the ventilation. Confirmation on when and how the CO system is to be managed and operated is required, in detailed design. <i>(City Surveyor's Energy team)</i> Energy.Team@cityoflondon.gov.uk	N/A	N/A

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	Option 1	Option 2	Option 3
19. IS implications	NONE	None	None
20. Equality Impact Assessment	<p><i>Select one of the following options:</i></p> <ul style="list-style-type: none"> <i>An equality impact assessment will not be undertaken</i> <p>The project is not relevant to equality issues.</p>		
21. Data Protection Impact Assessment	The risk to personal data is less than high or non-applicable and a data protection impact assessment will not be undertaken	The risk to personal data is less than high or non-applicable and a data protection impact assessment will not be undertaken	The risk to personal data is less than high or non-applicable and a data protection impact assessment will not be undertaken
22. Recommendation	Recommended	Not recommended	Not recommended

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Project Briefing

Project identifier			
[1a] Unique Project Identifier	12195	[1b] Departmental Reference Number	
[2] Core Project Name	Baynard House car park – ventilation system.		
[3] Programme Affiliation (if applicable)	Fire Safety works in car parks – see capital bids 2020/21		

Ownership	
[4] Chief Officer has signed off on this document	Carolyn Dwyer
[5] Senior Responsible Officer	Zahur Khan
[6] Project Manager	Samantha Tharme for DBE; Richard Low-Foon for City Surveyors

Description and purpose	
[7] Project Description	
<p>Fire safety ventilation system in Baynard House Car Park.</p> <ul style="list-style-type: none"> • CoL are working on the design for the ventilation system to manage fire risk in Baynard House car park. All CoL car parks have been reviewed, in light of the recent car park fire in Liverpool and Grenfell flats. The bulk of the work identified for Baynard House is therefore necessary anyway without the addition of the Electric Vehicle (EV) charge points. • Baynard House has been identified as an ideal location for installing rapid 50kw EV charge points. Primarily to support the taxi trade switch to electric vehicles. This will be the first hub of rapid charge points in London. • It is recommended that the CoL programme for Baynard House is brought forward as soon as possible in 2020, work to design and proceed to tender will need to take place in 2019/20; if approved this will enable the implementation of the EV charge points this financial year, 2019/20 (TfL's target date), with CoL work following. TfL have committed funding to deliver this and there is an identified need within central London particularly to support the taxi trade. 	
[8] Definition of Need: What is the problem we are trying to solve or opportunity we are trying to realise (i.e. the reasons why we should make a change)?	
<ul style="list-style-type: none"> • This is an 'Essential Project – addressing Health and Safety Risks. Currently we are aware that the ventilation system is sub-standard; a review of all car parks was undertaken in light of the car park fires in Liverpool in 2017. • Options for phasing the installation of the ventilation to satisfy TFL's requirements have been reviewed and found to not be possible due to the adverse impact on the building fire strategy • CoL has statutory obligations to address the ventilation for normal operational use and fire risk, • Ventilation of car parks is recommended in order to limit concentrations of carbon monoxide (CO) and other vehicle emissions in the day-to-day use of car parks and to remove smoke and heat in the event of a fire. • The existing ventilation system is no longer operational, the fans are obsolete, it is necessary that ventilation is reinstated to control the amount of potentially harmful airborne pollutants present in the car park. • There is no means to dissipate heat and smoke and the current state of the carpark facilities could potentially be considered a Health and Safety at Work Act contravention. 	

- Air quality is Corporate Risk 21, so facilitation of electric vehicles operating in the City contributes to addressing that risk.
- We are in partnership with TfL to fund delivery of the rapid charge points in Baynard House; at present TfL are committed to funding the enabling work for the charge points, (circa £200k) There is a risk that if we do not progress the ventilation system as early as possible TfL will direct this funding to other sites outside the Square Mile. The cost of a hub is high to implement because an electricity substation is required, which currently TfL have committed to fund.

[9] What is the link to the City of London Corporate plan outcomes?

- [1] People are safe and feel safe.
 [2] People enjoy good health and wellbeing.
 [7] We are a global hub for innovation and enterprise.
 [11]. We have clean air, land and water and a thriving and sustainable natural environment.

[10] What is the link to the departmental business plan objectives?

The installation of electric vehicle charge points is Proposal 33 of the adopted Transport Strategy for the City, this also directly supports DBE business plan objective number 7 *Improving quality and safety of the environment for workers, residents and visitors*; and contributes to the ambition to *Deliver a cleaner and more sustainable environment* by providing the necessary infrastructure to support electric vehicles to operate in the City, particularly taxi and freight.

Air quality is Corporate Risk 21, so facilitation of electric vehicles contributes to addressing that risk.

Providing the relevant infrastructure for vehicles in the City does meet DBE objective 1, *'Advancing a flexible infrastructure that adapts to increasing capacity and changing demands.'*

[11] Note all which apply:

Officer: Project developed from Officer initiation	Y	Member: Project developed from Member initiation	Y	Corporate: Project developed as a large scale Corporate initiative	N
Mandatory: Compliance with legislation, policy and audit	Y	Sustainability: Essential for business continuity	N	Improvement: New opportunity/ idea that leads to improvement	Y

Project Benchmarking:

[12] What are the top 3 measures of success which will indicate that the project has achieved its aims?

- 1) Fire Risk and ventilation for normal operation is addressed adequately within Baynard House car park, in compliance with the Health and Safety at Work Act.
- 2) Work commenced to enable the introduction of electric vehicle charge points in Baynard House.
- 3) Higher proportions of Electric Vehicles in the City, contributing to the overall improvement in air quality.

[13] Will this project have any measurable legacy benefits/outcome that we will need to track after the end of the 'delivery' phase? If so, what are they and how will you track them? (E.g. cost savings, quality etc.)

We will monitor use of the charge points by Electric Veh owners
[14] What is the expected delivery cost of this project (range values)[£]?
£600,000 - £650,000; the Intermediate Framework Contract will be used to procure contractor
[15] Total anticipated on-going revenue commitment post-delivery (lifecycle costs)[£]:
Not calculated to date.
[16] What are the expected sources of funding for this project?
On street parking reserve account requested as this is maintenance to car park to allow continued operation.
[17] What is the expected delivery timeframe for this project (range values)? Are there any deadlines which must be met (e.g. statutory obligations)?
Start on site June 2020; to facilitate delivery of EV charge points. The EV charge points are a separate project with TfL subsidy. Pending the tender through the Intermediate Framework and Gateway process, the work will be commenced as soon as possible.

Project Impact:	
[18] Will this project generate public or media impact and response which the City of London will need to manage? Will this be a high-profile activity with public and media momentum?	
This project has high reputational impact as it will enable the partnership delivery with TfL, of Electric Vehicle charging infrastructure which is strongly supported by members, particularly Port Health Environmental Services and Planning & Transportation. Implementation of the project will enable the City and TfL to support the transition to electric vehicles and this location will support the taxi trade in particular, helping to address CR21 Air Quality on the Corporate Risk Register. Delivery of this will be a positive and high profile news story for the City, TfL/GLA and support the taxi trade which has transitioned to electric taxis.	
[19] Who has been actively consulted to develop this project to this stage?	
<(Add additional internal or external stakeholders where required) >	
Chamberlains: Finance	Dianne Merrifield/Simon Owen
Chamberlains: Procurement	Mike Harrington/Kayleigh Rippe
IT	Officer Name:
HR	Officer Name:
Communications	Officer Name:
Corporate Property	Richard Low-Foon (and) Warren Back
External	
[20] Is this project being delivered internally on behalf of another department? If not ignore this question. If so:	
Please note the Client supplier departments. Who will be the Officer responsible for the designing of the project? If the supplier department will take over the day-to-day responsibility for the project, when will this occur in its design and delivery?	
Client	Department: Built Environment
Supplier	Department: City Surveyors – Richard Low-Foon
Supplier	Department:
Project Design Manager	Department: City Surveyors
Design/Delivery handover to Supplier	Gateway stage: 4 specification to tender; Post Options Appraisal

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City of London: Projects Procedure Corporate Risks Register

Project Name:	Baynard House car park ventilation and smoke cle	PM's overall risk rating:	Medium	CRP requested this gateway	£ -	Average unmitigated risk	4.5	Open Risks	13
Unique project identifier:	PV12195	Total estimated cost (exc risk):	£ 647,000	Total CRP used to date	#REF!	Average mitigated	3.2	Closed Risks	0

General risk classification											Mitigation actions						Ownership & Action						
Risk ID	Gateway	Category	Description of the Risk	Risk Impact Description	Likelihood Classification pre-mitigation	Impact Classification pre-mitigation	Risk score	Costed impact pre-mitigation (£)	Costed Risk Provision requested Y/N	Confidence in the estimation	Mitigating actions	Mitigation cost (£)	Likelihood Classification on post-mitigation	Impact Classification post-mitigation	Costed impact post-mitigation (£)	Post-Mitigation risk score	CRP used to date	Use of CRP	Date raised	Named Departmental Risk Manager/Coordinator	Risk owner (Named Officer or External Party)	Date Closed OR/Realised & moved to Issues	Comment(s)
R1	4	(1) Compliance/Regulatory	Continuing to operate the car park without a new ventilation system could potentially be considered a Health and Safety at Work Act contravention	as the ventilation system is known to be out of operation there is a statutory obligation to address this	Likely	Serious	8	£0.00	N		concept design assessed and tested for sufficient air flow change to meet guidelines and statutory obligation to manage car park for current operational purposes	£0.00	Unlikely	Minor	£0.00	2	£0.00		01/11/2019	Ian Hughes	Richard Low-Foon		
R2		(1) Compliance/Regulatory	ensuring new system adequate to be compliant with Fire Risk Strategy	as the ventilation system is known to be out of operation there is a statutory obligation to address this, and potentially a significant public risk if there is a fire in the building; failure to do so will also prevent installation of the proposed EV charge points	Likely	Serious	8	£0.00	N		concept design assessed and tested for sufficient air flow change to meet guidelines and statutory obligation to manage car park	£0.00	Unlikely	Serious	£0.00	4	£0.00		01/11/2019	Ian Hughes	Richard Low-Foon		
R3	4	(2) Financial	scheme costs going over budget estimate	would require additional allocation to complete works	Possible	Serious	6	£0.00	N		An amount of design work and modelling has been carried out already to determine a cost estimate and demonstrate that the proposed design will provide a compliant ventilation system	£0.00	Unlikely	Serious	£0.00	4	£0.00		01/11/2019	Ian Hughes	Richard Low-Foon		
R4	4	(1) Compliance/Regulatory	Planning permission for any element of project/scheme	would require additional time in programme, and no guarantee of approval	Unlikely	Minor	2	£0.00	N		confirmation from Planning office that scheme within permitted development rights	£0.00	Rare	Serious	£0.00	2	£0.00		01/11/2019	Ian Hughes	Samantha Thame		
R5	4	(1) Compliance/Regulatory	The design is compliant with Building Control regulations	requires additional time in programme if not approved	Possible	Serious	6	£0.00	N		early engagement with Building Control officers on concept, and detailed desing of scheme	£0.00	Unlikely	Major	£0.00	8	£0.00		01/11/2019	Ian Hughes	Richard Low-Foon		
R6	4	(4) Contractual/Partnership	delivery of ventilation system dependent on new electricity substation connections being provided by UKPN and TfL	The programme for delivering the ventilation system is still dependant on UKPN and TfL to complete the install for the new electricity substation,	Possible	Serious	6	£0.00	N		CoL officers are engaged with TfL and UKPN to understand their programme and current level of commitment	£0.00	Unlikely	Minor	£0.00	2	£0.00		01/11/2019	Ian Hughes	Samantha Thame		
R7	4	(1) Compliance/Regulatory	extensive asbestos removals req	delay to programme	Possible	Serious	6	£30,000.00	N	A - Very Confident	Asbestos surveys	£10,000.00	Possible	Minor	£10,000.00	3	£0.00		01/11/2019	Ian Hughes	Richard Low-Foon		
R8																							
R9	4	(5) H&S/Wellbeing	Chargemaster EVC thermal requirements/additional cooling	additional cooling may be needed	Possible	Minor	3	£30,000.00	N	A - Very Confident	Further desing and assessment	£0.00	Possible	Minor	£30,000.00	3	£0.00		01/11/2019	Ian Hughes	Richard Low-Foon		
R10	4	(5) H&S/Wellbeing	Fire detection in the immediate tunnel	additional detection may be required	Possible	Minor	3	£10,000.00	N	A - Very Confident	Further desing and assessment	£0.00	Possible	Minor	£10,000.00	3	£0.00		01/11/2019	Ian Hughes	Richard Low-Foon		
R11	4	(5) H&S/Wellbeing	Fire detection to the remainder of the tunnel (Castle Baynard Street)	additional detection may be required	Possible	Minor	3	£20,000.00	N	B - Fairly Confident	Further desing and assessment	£0.00	Possible	Minor	£20,000.00	3	£0.00		01/11/2019	Ian Hughes	Richard Low-Foon		
R12	4	(5) H&S/Wellbeing	Ventilation to the full length of the tunnel	further to cost to project	Unlikely	Minor	2	£180,000.00	N	B - Fairly Confident	Further desing and assessment	£0.00	Unlikely	Minor	£180,000.00	2	£0.00		01/11/2019	Ian Hughes	Richard Low-Foon		
R13	4	(5) H&S/Wellbeing	traffic management for the installation	investigate longer term options	Possible	Minor	3	£50,000.00	N	B - Fairly Confident	Further desing and assessment	£0.00	Possible	Minor	£50,000.00	3	£0.00		01/11/2019	Ian Hughes	Richard Low-Foon		
R14	4	(5) H&S/Wellbeing	alternate ingress and egress to level 4	investigate longer term options	Possible	Minor	3	£50,000.00	N	B - Fairly Confident	Further desing and assessment	£0.00	Possible	Minor	£0.00	3	£0.00		01/11/2019	Ian Hughes	Samantha Thame		

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PT2 - Procurement Request Form

This document is to be used for all procurement requests over £100k



Project Title	Baynard House – ventilation system	Category	Compliance/Regulatory
Name	Samantha Tharme	Directorate	Department of Built Environment
Date	28 th October 2019	Location	Guildhall

Summary of Goods or Services to be sourced

Supply and installation of new ventilation system to all floors of car park at Baynard House car park; including ancillary enabling works.

1. Installation of Cyclone fans throughout the carpark to provide smoke clearance and general air circulation:
2. Main Contractor attendance, including preliminaries, Builders work, Containment System, Removal of existing plants, Electrical installation works, etc

Estimated Cost	1. £275,000 2. £265,000	Y <input type="checkbox"/> Capital	Y <input type="checkbox"/> Revenue
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Baseline Costs	
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Department Budget	<input type="checkbox"/> Confirmed	Y <input type="checkbox"/> Pending
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Business Case Link	W:\ GW0/1 Briefing note. Baynard House car park – ventilation system.
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Time Scales *Insert dates as to when you expect the goods or service to be mobilised / delivered*

Contract tender February; start on site June 2020

Key Stakeholder *What departments, teams and services are impacted and how*

Project Manager	Contract Manager	Legal / Finance, CO
Richard Low-Foon		
Samantha Tharme	Ian Huges – car parks DBE	

Historical Data *Insert information on past contracts, goods, services and suppliers relating to this project*

Colt have been utilised to design and test ventilation system in order to progress within 2019/20. The installation is intended to be procured through the Intermediate Framework, with Colt as a preferred sub-contractor.

On Sourcing Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	On Status Report	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Contract Type

<input type="checkbox"/> New	Y <input type="checkbox"/> Replace	<input type="checkbox"/> Extension	<input type="checkbox"/> Repeat
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Savings / Efficiencies / Benefits

The contract is planned to complete all car park floors within Baynard House Car Park.

Data Protection - will this project require the supplier to process personal data? No

If yes, please make sure you've defined roles and responsibilities within your project specification. For more information visit [Designing Specifications under GDPR.](#)

Risks potential risks to the business

Description of Risk	Type	Likelihood	Impact	Mitigation Plan
1.1 Continuing to operate the car park without a new ventilation system could potentially be considered a Health and Safety at Work Act contravention.	Compliance/regulatory	High	Serious	Design and test ventilation to comply with H&S at Work Act

1.2 ensuring new system adequate to be compliant with Fire Risk Strategy for future continued use of the car park	Health & Safety	Medium	Serious	Design and test ventilation to comply with Fire Risk Strategy and provide adequate ventilation in the
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Please see extract from risk register below for other risks:

Approvals *This must be completed by the Budget Holder and the Senior Responsible Officer and Head of Department*

Name	Role	Date Approved
Zahur Khan	Senior Responsible officer Director for Transportation and Public Realm	Click here to enter a date.
Carolyn Dwyer	Director for Dept Built Environment	Click here to enter a date.
		Click here to enter a date.

Sign Off *This must be completed by Senior Category Manager*

Name	Procurement Reference Number	Date Approved
		Click here to enter a date.

Corporate Programme Delivery Unit

Name	Date Approved
	Click here to enter a date.

Category	Risk description	Risk impact	Likelihood	Impact classification pre-mitigation	Mitigation actions
(1) Compliance/Regulatory	R1. Continuing to operate the car park without a new ventilation system could potentially be considered a Health and Safety at Work Act contravention	as the ventilation system is known to be out of operation there is a statutory obligation to address this	Likely	Serious	concept design assessed and tested for sufficient air flow change to meet guidelines and statutory obligation to manage car park for current operational purposes
(1) Compliance/Regulatory	R2. Ensuring new system adequate to be compliant with Fire Risk Strategy for continued future use of the car park	as the ventilation system is known to be out of operation there is a statutory obligation to address this, and potentially a significant public risk if there is a fire in the building; failure to do so will also prevent installation of the proposed EV charge points	Likely	Serious	concept design assessed and tested for sufficient air flow change to meet guidelines and to be adequate for Fire Risk Strategy a risk managed approach has been taken to keep the building in use at present, with mitigating factors to manage the risk.
(2) Financial	R3. Scheme costs going over budget estimate	would require additional allocation to complete works	Possible	Serious	An amount of design work and modelling has been carried out already to determine a cost estimate and demonstrate that the proposed design will provide a compliant ventilation system
(1) Compliance/Regulatory	R4. Planning permission for any element of project/scheme	would require additional time in programme, and no guarantee of approval	Possible	Minor	confirmation from Planning office that scheme within permitted development rights
(1) Compliance/Regulatory	R5. The design is compliant with Building Control regulations	requires additional time in programme if not approved	Possible	Serious	early engagement with Building Control officers on concept, and detailed design of scheme

(1) Compliance/ Regulatory	R6. delivery of ventilation system dependent on new electricity substation connections being provided by UKPN and TfL	The programme for delivering the ventilation system is still dependant on UKPN and TfL to complete the install for the new electricity substation,	Possible	Serious	CoL officers are engaged with TfL and UKPN to understand their programme and current level of commitment
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Agenda Item 9

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Committees: Corporate Projects Board - for decision Planning & Transportation Committee - for decision Projects Sub - for decision Culture, Heritage & Libraries Committee – for information	Dates: 25 November 2019 12 December 2019 16 December 2019 20 January 2020
Subject: Tower Bridge Service Trenches Refurbishment Unique Project Identifier: 12197	Gateway 2: Project Proposal Regular
Report of: Director of the Built Environment Report Author: Mark Bailey	For Decision
<h1>PUBLIC</h1>	

Recommendations

1. Next steps and requested decisions	<p>Project Description: Refurbishment of the 300m length of service trenches to the footways of the fixed spans of Tower Bridge.</p> <p>Next Gateway: Gateway 3/4 - Options Appraisal (Regular)</p> <p>Next Steps:</p> <ul style="list-style-type: none"> a) Investigate available products/suppliers on the market for the replacement service covers. b) Consult with Local Planning Authorities with respect to bridge listing and heritage issues. c) Consult with Tower Bridge Technical/Operations Team and confirm all operational requirements, full scope of works and any restrictions. d) Identify and investigate technical options and prepare cost estimates. e) Consult with City Procurement on appropriate procurement options <p>Requested Decisions:</p> <ul style="list-style-type: none"> 1. That budget of £10,000 is approved for staff costs and
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	<p>investigations to reach the next Gateway;</p> <ol style="list-style-type: none"> 2. Note the total estimated cost of the project at between £300,000 and £500,000 (excluding risk). 3. Please note that no Costed Risk Provision is requested at this stage, although £120,000 of costed risks against asbestos and contamination are identified in the Project Risk Register. These will be reviewed at the next gateway following further investigations. 															
<p>2. Resource requirements to reach next Gateway</p>	<table border="1" data-bbox="528 651 1390 1373"> <thead> <tr> <th data-bbox="528 651 761 792">Item</th> <th data-bbox="761 651 1027 792">Reason</th> <th data-bbox="1027 651 1256 792">Funds/ Source of Funding</th> <th data-bbox="1256 651 1390 792">Cost (£)</th> </tr> </thead> <tbody> <tr> <td data-bbox="528 792 761 1010">Staff Costs</td> <td data-bbox="761 792 1027 1010">Options Appraisal, liaison and management of investigations</td> <td data-bbox="1027 792 1256 1010" rowspan="2">Bridge House Estates 50-year Repair and Maintenance Fund</td> <td data-bbox="1256 792 1390 1010">4,000</td> </tr> <tr> <td data-bbox="528 1010 761 1301">Investigations</td> <td data-bbox="761 1010 1027 1301">Preliminary investigation to identify asbestos and other contamination risks</td> <td data-bbox="1256 1010 1390 1301">6,000</td> </tr> <tr> <td data-bbox="528 1301 761 1373">Total</td> <td data-bbox="761 1301 1027 1373"></td> <td data-bbox="1027 1301 1256 1373"></td> <td data-bbox="1256 1301 1390 1373">10,000</td> </tr> </tbody> </table>	Item	Reason	Funds/ Source of Funding	Cost (£)	Staff Costs	Options Appraisal, liaison and management of investigations	Bridge House Estates 50-year Repair and Maintenance Fund	4,000	Investigations	Preliminary investigation to identify asbestos and other contamination risks	6,000	Total			10,000
Item	Reason	Funds/ Source of Funding	Cost (£)													
Staff Costs	Options Appraisal, liaison and management of investigations	Bridge House Estates 50-year Repair and Maintenance Fund	4,000													
Investigations	Preliminary investigation to identify asbestos and other contamination risks		6,000													
Total			10,000													
<p>3. Governance arrangements</p>	<ul style="list-style-type: none"> • Planning and Transportation Committee are the Service Committee responsible for the project • The Senior Responsible Officer will be Paul Monaghan (Assistant Director Engineering) • Project Board is not considered necessary for a low complexity maintenance project of this value and low risk 															

Project Summary

<p>4. Context</p>	<ul style="list-style-type: none"> • The two “fixed” (or “shore”) spans of Tower Bridge include large covered service trenches in both footpaths, in order to service the North and South Towers, with a total length of trench approximately 300m.
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	<ul style="list-style-type: none"> • The cast iron service covers have reached the end of their serviceable life and require replacement, due to pitting corrosion and other age-related defects leading to brittle fracture. Temporary replacements to a number of covers have been necessary in recent years due to structural failure upon removal for isolated maintenance works • The existing covers are extremely heavy and difficult to lift manually and/or without damage. The opportunity is being taken to consider low or zero-maintenance lightweight alternatives in composite materials, that will facilitate future maintenance and assist with compliance with modern manual handling regulations • Silt and detritus has accumulated within the service trenches over many years, due in part to the logistical challenges of lifting the covers for regular maintenance cleaning. The opportunity will therefore also be taken to remove accumulated silt, detritus and redundant services from the trenches, in the interests of future maintenance and resilience
<p>5. Brief description of project</p>	<p>The project involves the refurbishment of approximately 300m of service trenches on the fixed spans of Tower Bridge, including:-</p> <ul style="list-style-type: none"> a) Replacement of service trench access covers that have reached the end of their serviceable life b) Removal of redundant services within the service trenches c) Removal of accumulated silt/debris from service trenches and clearing of drainage outlets
<p>6. Consequences if project not approved</p>	<ul style="list-style-type: none"> • Further brittle failures of covers during lifting or maintenance operations are anticipated, given the aged condition of the covers and apparent defects. • Isolated replacement of these on an individual basis as-and-when failures become apparent is not an economic strategy in the long term, due to the need to manufacture bespoke units in small quantities at inflated costs • The considerable weight of the existing covers is a considerable logistical challenge to maintaining the service trenches, allowing for manual handling considerations and current health and safety regulations • As a result, maintenance cleaning of the service trenches to remove silt and redundant services from the trenches has been limited, which is a risk to future services resilience and the drainage of the trenches.

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<p>7. SMART project objectives</p>	<ol style="list-style-type: none"> 1) Replacement of existing covers with alternatives that mitigate manual handling risks for maintenance operatives and facilitate regular future maintenance/cleaning of service trenches 2) Replacement of existing covers with low or zero maintenance alternatives which reduce future revenue life-cycle costs 3) Removal of redundant services and silt from service trenches to improve future servicing resilience
<p>8. Key benefits</p>	<ol style="list-style-type: none"> 1) Reduction in revenue costs for maintenance of the service trenches 2) Mitigation of health and safety manual handling risks to maintenance staff 3) Facilitating efficient and economic future maintenance of the service trenches on regular basis 4) Improving services resilience for Tower Bridge
<p>9. Project category</p>	<p>7b. Major renewals, typically of a one-off nature (supplementary revenue)</p>
<p>10. Project priority</p>	<p>B. Advisable</p>
<p>11. Notable exclusions</p>	<p>The existing proposals and project budget do not include for replacing the cast-iron bedding frames and concrete plinths which support the existing covers. These appear to be good condition and would not be expected to deteriorate within the service life of the new covers, particularly if lightweight materials are used</p>

Options Appraisal

<p>12. Overview of options</p>	<ol style="list-style-type: none"> 1) Retain existing covers and replace on an individual like-for-like or similar basis when further failures occur 2) Replace all covers on a like-for-like or similar basis 3) Replace all covers using alternative lightweight/composite materials
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Project Planning

<p>13. Delivery period and key dates</p>	<p>Overall project: Expected completion in Q3/Q4 2020</p> <p>Key dates:</p> <table border="0" style="width: 100%;"> <tr> <td style="text-align: center;">Estimated Gateway 3/4</td> <td style="text-align: center;">Feb 2020</td> </tr> <tr> <td style="text-align: center;">Estimated Gateway 5</td> <td style="text-align: center;">June 2020</td> </tr> </table> <p>Other works dates to coordinate: Project to be coordinated with all Tower Bridge projects referenced in the 50-year plan, particularly Tower Bridge HV Replacement Scheme</p>	Estimated Gateway 3/4	Feb 2020	Estimated Gateway 5	June 2020
Estimated Gateway 3/4	Feb 2020				
Estimated Gateway 5	June 2020				
<p>14. Risk implications</p>	<p>Overall project risk: Low</p> <p>The risk profile of this project is considered to be very low, as the project comprises only low complexity works to replace existing service trench covers, with associated silt removal and striping for redundant services from the service trenches.</p> <p>Further information available within the Risk Register (Appendix 2)</p>				
<p>15. Stakeholders and consultees</p>	<ol style="list-style-type: none"> 1) Tower Bridge Operations/Technical Team 2) Tower Bridge Exhibition 3) Transport for London 4) Port of London Authority 5) Local Planning Authorities (and Historic England) 6) Local businesses and residents 				

Resource Implications

<p>16. Total estimated cost</p>	<p>Likely cost range (excluding risk): £300,000 to £500,000</p> <p>Likely cost range (including risk): As above – no CRP requested at this stage</p>							
<p>17. Funding strategy</p>	<p>Choose 1: All funding fully guaranteed</p>	<p>Choose 1: Internal - Funded wholly by City's own resource</p> <table border="1" data-bbox="533 1749 1350 1951" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">Funds/Sources of Funding</th> <th style="text-align: left;">Cost (£)</th> </tr> </thead> <tbody> <tr> <td>Bridge House Estates 50-year Repair and Maintenance Fund</td> <td>£300k to £500k</td> </tr> <tr> <td>Total</td> <td>£300k to £500k</td> </tr> </tbody> </table> <p>Funding to this maximum value is already identified in the currently approved 50-year plan for Tower Bridge</p>	Funds/Sources of Funding	Cost (£)	Bridge House Estates 50-year Repair and Maintenance Fund	£300k to £500k	Total	£300k to £500k
Funds/Sources of Funding	Cost (£)							
Bridge House Estates 50-year Repair and Maintenance Fund	£300k to £500k							
Total	£300k to £500k							

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18. Investment appraisal	Not applicable
19. Procurement strategy/route to market	Full consultation with City Procurement will be conducted prior to Gateway 3/4. However, given the low complexity of the project and the absence of any design elements, this project lends itself to construction under either the term contract or a competitively tendered traditional works contract.
20. Legal implications	None
21. Corporate property implications	<p>This meets the following Asset Management objectives of the Corporate Asset Management Plan;</p> <ul style="list-style-type: none"> • Operational assets are fit for purpose and meet service delivery needs • Capital and revenue projects are affordable, sustainable, prudent and directed to the highest corporate priorities • Align asset management activity with Service Committee’s business plans to deliver asset related corporate and business objectives • To seek to improve the efficiency and sustainability of operational assets in accordance with corporate objectives and statutory requirements
22. Traffic implications	<p>Subject to agreement with Transport for London, phased temporary lane closures (possibly overnight or at weekends) are envisaged so that construction vehicles and mobile lifting plant can access the working areas to remove existing covers and silt from the footways</p> <p>Similarly, phased temporary footway closures are envisaged, with dedicated road crossing points provided to divert pedestrians to the opposite footway at each end of the fixed spans.</p>
23. Sustainability and energy implications	The use of replacement covers using lightweight composite materials from recycled material will be considered as part of the project development, in addition to low or zero-maintenance products for their design life.
24. IS implications	None
25. Equality Impact Assessment	Not applicable. An equality impact assessment will not be undertaken

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26. Data Protection Impact Assessment	Not applicable
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Appendices

Appendix 1	Project Briefing
Appendix 2	Risk Register

Contact

Report Author	Mark Bailey
Email Address	Mark.Bailey@cityoflondon.gov.uk
Telephone Number	020 7332 1972

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Project Briefing

Project identifier			
[1a] Unique Project Identifier	12197	[1b] Departmental Reference Number	N/A
[2] Core Project Name	Tower Bridge Service Trench Refurbishment		
[3] Programme Affiliation (if applicable)	To be coordinated with the programme for other works relating to Tower Bridge referenced in the 50 year plan		

Ownership	
[4] Chief Officer has signed off on this document	Gordon Roy 23/10/2019 (District Surveyor & Environmental Resilience Director)
[5] Senior Responsible Officer	Paul Monaghan (Assistant Director – Engineering)
[6] Project Manager	Mark Bailey

Description and purpose	
[7] Project Description	The project involves the refurbishment of approximately 300m of service trench on the fixed spans of Tower Bridge, including:- <ol style="list-style-type: none"> Replacement of service trench access covers that have reached the end of their design life Removal of redundant services within the service trenches Removal of accumulated silt/debris from service trenches and clearing of drainage outlets
[8] Definition of Need: What is the problem we are trying to solve or opportunity we are trying to realise (i.e. the reasons why we should make a change)?	<ul style="list-style-type: none"> The service covers have reached the end of their service life and are suffering from heavy corrosion. The existing covers are extremely heavy and difficult to lift manually and/or without damage. Temporary replacements to a number of covers have been necessary in recent years due to structural failure upon removal for isolated maintenance works Silt and detritus has accumulated within the service trenches over many years, due in part to the logistical challenges of lifting the covers for regular maintenance cleaning. The opportunity is being considered to replace the covers in low or zero-maintenance lightweight alternatives in composite materials, that will facilitate future maintenance and assist with compliance with modern manual handling regulations The opportunity will also be taken to remove accumulated silt, detritus and redundant services from the trenches, in the interests of future maintenance and resilience
[9] What is the link to the City of London Corporate plan outcomes?	[9] Our spaces are secure, resilient and well-maintained.
[10] What is the link to the departmental business plan objectives?	Departmental business plan generally refers to maintaining and maximising the City's assets. Specific Built Environment objectives that are relevant include:- <p>[1] Advancing a flexible infrastructure that adapts to increasing capacity and changing demands.</p>

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[11] Note all which apply:					
Officer: Project developed from Officer initiation	Y	Member: Project developed from Member initiation	N	Corporate: Project developed as a large scale Corporate initiative	N
Mandatory: Compliance with legislation, policy and audit	N	Sustainability: Essential for business continuity	Y	Improvement: New opportunity/ idea that leads to improvement	N

Project Benchmarking:
[12] What are the top 3 measures of success which will indicate that the project has achieved its aims? <These should be impacts of the activity to complete the aim/objective, rather than 'finishes on time and on budget'>>
1) Replacement of existing covers with lightweight alternatives that mitigate manual handling risks for maintenance operatives and facilitate regular future maintenance/cleaning of service trenches
2) Replacement of existing covers with low or zero maintenance alternatives which reduce future revenue life-cycle costs
3) Removal of redundant services and silt from service trenches to improve future servicing resilience
[13] Will this project have any measurable legacy benefits/outcome that we will need to track after the end of the 'delivery' phase? If so, what are they and how will you track them? (E.g. cost savings, quality etc.)
Tracking not required, although general and unquantified legacy benefits referred to above
[14] What is the expected delivery cost of this project (range values)[£]?
Lower Range estimate: £300,000 Upper Range estimate: £500,000
[15] Total anticipated on-going revenue commitment post-delivery (lifecycle costs)[£]:
N/A
[16] What are the expected sources of funding for this project?
£500,000 funding identified in the Bridge House Estates 50-year Repair & Maintenance Plan (the "50-year plan") for 2020/21 financial year
[17] What is the expected delivery timeframe for this project (range values)? Are there any deadlines which must be met (e.g. statutory obligations)?
The programme for this project is not critical and is not subject to any particular deadline, although it may be considered advantageous to complete the project in advance of – or in parallel with - the Tower Bridge High Voltage Replacement Scheme in 2020/21 FY

Project Impact:
[18] Will this project generate public or media impact and response which the City of London will need to manage? Will this be a high-profile activity with public and media momentum?
Major or prolonged works such as this at Tower Bridge involving temporary footway or lane closures are always likely to generate a degree of public or media interest, although the duration and impact of these works on the public is likely to be very limited. Some coordination with the City's PR and Media teams is therefore considered prudent

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[19] Who has been actively consulted to develop this project to this stage? <(Add additional internal or external stakeholders where required) >	
Chamberlains: Finance	At Project Initiation stage, although Tower Bridge Operations Team have been consulted. Finance will be aware of provisions within 50-year plan approved in previous years by P&T
Chamberlains: Procurement	
IT	
HR	
Communications	
Corporate Property	
External	
[20] Is this project being delivered internally on behalf of another department? If not ignore this question. If so: Please note the Client supplier departments. Who will be the Officer responsible for the designing of the project? If the supplier department will take over the day-to-day responsibility for the project, when will this occur in its design and delivery?	
Client	Not applicable
Supplier	
Supplier	
Project Design Manager	
Design/Delivery handover to Supplier	

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City of London: Projects Procedure Corporate Risks Register

Project Name:	Tower Bridge Service Trenches Refurbishment	PM's overall risk rating:	Low	CRP requested this gateway	£ -	Average unmitigated risk	4.8	Open Risks	5
Unique project identifier:	12197	Total estimated cost (exc risk):	£ 500,000	Total CRP used to date	#REF!	Average mitigated	4.0	Closed Risks	0

General risk classification											Mitigation actions						Ownership & Action				Comment(s)		
Risk ID	Gateway	Category	Description of the Risk	Risk Impact Description	Likelihood Classification pre-mitigation	Impact Classification pre-mitigation	Risk score	Costed impact pre-mitigation (£)	Costed Risk Provision requested Y/N	Confidence in the estimation	Mitigating actions	Mitigation cost (£)	Likelihood Classification on post-mitigation	Impact Classification post-mitigation	Costed impact post-mitigation (£)	Post-Mitigation risk score	CRP used to date	Use of CRP	Date raised	Named Departmental Risk Manager/Coordinator		Risk owner (Named Officer or External Party)	Date Closed OR/Realised & moved to Issues
R1	4	(1) Compliance/Regulatory	Delays in receiving approvals from planning authorities and Historic England for change of cover type	Delay to works commencing and/or reversion to more expensive heavy covers matching existing	Possible	Serious	6	£150,000.00	N	B - Fairly Confident	Early consultation with planning authorities and Historic England, prior to committing to product or contractor	£0.00	Unlikely	Serious	£0.00	4	£0.00		21/10/2019	Built Environment	Mark Bailey		Consultation to take place prior to G3/4
R2	5	(1) Compliance/Regulatory	Unable to gain timely approval from TfL for temporary lane or footway closures	Delay to works commencing and/or alternative phasing or additional TM requirements stipulated	Possible	Minor	3	£20,000.00	N	B - Fairly Confident	Early consultation with TfL and other local stakeholders, not least Tower Bridge Exhibition	£0.00	Unlikely	Minor	£0.00	2	£0.00		21/10/2019	Built Environment	Mark Bailey		Consultation to take place prior to G3/4
R3	6	(3) Reputation	Public dissatisfaction with works	Reputational damage of City and TB Exhibition	Possible	Minor	3	£0.00	N	B - Fairly Confident	Early consultation with PR/Media Team, TfL and TB Exhibition - as for previous projects	£0.00	Unlikely	Minor	£0.00	2	£0.00		21/10/2019	Built Environment	Mark Bailey		Consultation to take place prior to G3/4
R4	6	(9) Environmental	Contaminated silt discovered in trenches	Cost and delay impact	Possible	Serious	6	£20,000.00	N	B - Fairly Confident	Random sampling of silt samples prior to G5	£3,000.00	Possible	Serious	£20,000.00	6	£0.00		21/10/2019	Built Environment	Mark Bailey		Sampling will not reduce the risk of the costs of disposal. However, it will identify the risk prior to construction in order to inform a later CRP at G3/4
R5	6	(9) Environmental	Asbestos containing materials found in redundant services	Cost and delay impact	Possible	Serious	6	£100,000.00	N	C - Uncomfortable	Review of past surveys for ACM and potential random sampling	£3,000.00	Possible	Serious	£100,000.00	6	£0.00		21/10/2019	Built Environment	Mark Bailey		Sampling will not reduce the risk of the costs of remediation. However, it will identify the risk prior to construction in order to inform a later CRP at G3/4 or whether to exclude stripping of old services from the scope of works as part of this project

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Committee(s)	Dated:
Planning and Transportation Committee	12 December 2019
Subject: Dockless cycle hire trial outcomes and next steps	Public
Report of: Director of the Built Environment	For Decision
Report author: Giacomo Vecia, Department of the Built Environment	

Summary

In March 2019 Members agreed to a six-month trial of a new approach to managing dockless cycle hire. Two operators – Freebike and Beryl – were selected to take part in the trial, which launched in June 2019. The trial sought to assess the effectiveness of designating parking locations for dockless cycles, particularly in terms of user compliance and how operators respond to bikes left outside those locations.

Beryl and Freebike’s parking compliance, average response time, number of complaints received, and ridership figures indicate the trial was successful in reducing the number of inappropriately parked bikes.

An interim arrangement for dockless cycle hire in the Square Mile is needed while TfL and London Councils finalise the pan-London byelaw, which is expected to be adopted and implemented mid-2020.

Officers have considered three options for the management of dockless cycles in the City until the byelaw is made:

- Option A: reverting to our previous policy
- Option B: continuing the current approach with Beryl and Freebike
- Option C: Continuing the parking requirements as trialled and approving additional operators

Option C is recommended. This option provides users with more choice, creates a more coherent approach, continues to provide control over the areas where bikes are parked and ensures that operators maintain certain quality standards. This option also moves the City Corporation further towards the arrangements that are likely to come into effect under the byelaw.

Recommendation(s)

Members are asked to:

- Agree Option C: Continue the parking arrangements as trialled and approve additional operators.
- Agree the extension of the current trial until 31 March 2020, allowing Beryl and Freebike to continue operating as-is while preparations are made to accommodate additional operators.

Main Report

Background

1. 'Dockless cycle hire' is a generic term for a short-term cycle hire scheme, similar to Santander Cycles, but with no on-street docking infrastructure. Dockless cycle hire has been operating in London since autumn 2017.
2. The fact that no on-street docking infrastructure is required offers users more flexibility and avoids the risk of not being able to end a ride due to a docking station being full. It also represents a challenge, as users of dockless cycle hire can leave bikes anywhere, potentially obstructing pavements.
3. Dockless cycle hire schemes fall outside the existing legislative framework and the City Corporation does not have powers to prevent dockless cycle hire schemes from operating in the City.
4. In October 2017, Members of the Planning & Transportation Committee adopted a policy on dockless cycle hire operations within the Square Mile (Appendix 1). The policy allowed dockless cycle hire to operate on City streets subject to conditions. These included adherence to TfL's Dockless bike share code of practice and a requirement that operators do not deploy bikes within the Square Mile.
5. The challenge of managing dockless schemes in the City under this policy led to the trialling of a new approach to managing dockless cycle hire as agreed by this Committee in March 2019. Members agreed to a six-month dockless scheme trial with two operators – Freebike and Beryl – who were invited to take part in the trial following a selection exercise in April. The trial launched in June.
6. The trial sought to assess the effectiveness of designating parking locations for dockless cycles, particularly in terms of user compliance and how operators respond to bikes left outside those locations. It was proposed that the success of the trial be determined by tracking parking compliance, response times for inappropriately parked bikes, number of complaints raised and received regarding dockless, and total trial scheme ridership.
7. All other operators were asked to exclude the Square Mile within their operating areas while the trial was underway. However, as dockless cycle hire schemes do not require the express consent of the City Corporation to operate, Lime and Mobike continued to operate in the City for the duration of the trial, with Lime taking some steps to discourage people from ending hires in the City.

Byelaw update

8. TfL and London Councils have continued their work on the proposed pan-London byelaw. The draft byelaw text includes requiring all dockless bikes to be left (whether by dockless operators or their customers) only in places agreed by the relevant local authority, and makes it an offence for dockless operators to place or allow their bikes to be parked anywhere other than at a location agreed by the local authority.
9. The making of the pan-London byelaw requires each of the 33 London local authorities to delegate the exercise of additional functions to the London Councils

Transport and Environment Committee (TEC). This requires the TEC constitution (Governing Agreement, dated 13 December 2001 (as amended)) to be varied.

10. London Councils requested that all boroughs delegate the authority to make this byelaw by December 2019. A majority of boroughs and the City of London have made this delegation already and London Councils are working with the remaining boroughs to secure delegations as soon as possible.
11. TfL and London Councils believe the byelaw is still on track to be adopted and implemented mid-2020.

Trial success metrics and criteria

12. The success of the trial has been assessed using the following metrics:
 - a. Parking compliance: the percentage of rides that end with a bike parked outside of bays
 - b. Response time: the average amount of time the operator took to respond to an inappropriately parked bike
 - c. Number of complaints: the total number of Beryl and Freebike complaints over the course of the trial
 - d. Total ridership: the total number of Beryl and Freebike rides over the course of the trial
13. Overall the data suggests the trial was successful in minimising the number of inappropriately parked bikes in the City. On average, 89% and 87% of Beryl and Freebike users respectively ending their hires in a parking bay. Parking compliance also improved slightly over the trial period for both schemes.
14. It has been observed that users of other operators also left bikes in dockless parking bays. This suggests that users are becoming familiar with the use of designated parking areas.
15. Average response time was approximately 40 minutes for Beryl and Freebike operations teams, which was well within the 90 minutes set out in the terms of the trial.
16. Beryl and Freebike received ten requests and complaints from the City Corporation and members of the public regarding inappropriately parked bikes.
17. The City Corporation also received two complaints regarding a bay on Bartholomew Close. Residents noted that bikes often weren't parked directly inside the bay, leading to the narrow pavement adjacent to the bay to become obstructed. As there was a disabled resident in the Close, it was deemed necessary to remove the bay.
18. Seven other comments and complaints from the public were received through the City Corporation's Contact Centre, with five expressing general opposition to dockless operations in the City and two in support of expanding the trial to include other operators.
19. The total number of hires under both schemes was over 18,000. Given that for most of the trial both operators have only operated within the Square Mile this

suggests a significant amount of dockless bike share activity has taken place over the duration of the trial.

Future Options

20. Officers have considered three options for the management of dockless cycles in the City until the byelaw is made:

- A. Revert to our previous policy
- B. Continue the current arrangement with Beryl and Freebike
- C. Continue the parking requirements as trialled and approve additional operators

21. Each option is described further below. Option C is recommended.

Option A: Revert to our previous policy

22. Under this option the Corporation reverts to its original 2017 policy position. This would mean:

- a. Operators who comply with the TfL Code of practice and who engage with the City Corporation would be given consent to operate in the City.
- b. Users of consented operators would be allowed to start and end hires anywhere in the City.
- c. Operators would not deploy bikes within the Square Mile.
- d. There would be no requirement to use parking bays and existing parking bays would likely be removed.
- e. Other operators would be asked to exclude the Square Mile from their operating areas.

23. This option is not recommended. The 2017 policy was not effective in dealing with the issue of bikes obstructing pavements. This approach also diverges from the arrangements that are likely to be in place once the byelaw is made.

24. Given the success of parking bays in minimising the number of inappropriately parked Beryl and Freebike bikes it is likely that more enforcement officer time will be spent dealing with inappropriately parked dockless bikes.

25. This option does not support Proposal 28 of the Transport Strategy and our desire to improve the management of cycle hire in the Square Mile.

Option B: Continue the current arrangement with Beryl and Freebike

26. Under this option the Corporation would extend the current arrangement with Beryl and Freebike until the pan-London byelaw is adopted. All other operators will continue to be asked to not operate in the City.

27. This option is not recommended. Continuing with just two operators reduces choice for users, limits the ability of dockless cycle hire to enable more people to

choose to cycle to and within the Square Mile and leads to user confusion regarding operating areas.

28. This option also limits our ability to further align with the arrangements that are likely to be in place once the byelaw is made. Transport for London and London Councils has indicated that Local Authorities in London will not have the powers necessary to selectively allow or prohibit individual operators from operating in their jurisdictions.
29. Other operators, including those who currently exclude the City from their operating areas, may also decide to begin operating in the City regardless of our agreed approach.

Option C: Continue the parking arrangements as trialled and approve additional operators to operate in the City

30. Under this option the use of designated parking bays would continue and all operators who meet the requirements below would be given approval to operate in the Square Mile. This arrangement would remain in place until the pan-London byelaw is adopted
31. This option is recommended. It provides users with more choice, creates a more coherent approach, continues to provide control over the areas where bikes are parked and ensures that operators maintain certain quality standards while operating in the Square Mile. This option also moves the City Corporation further towards the arrangements that are likely to come into effect when the byelaw is made.
32. New operators will be approved to operate in the City if they:
 - a. Meet the criteria and terms set out in Appendix 3 (these are consistent with the terms of the current trial)
 - b. Can demonstrate that enough additional parking capacity can be found and delivered on-street to accommodate additional parking demand
 - c. Cover the cost of any new parking infrastructure required to accommodate additional parking demand
 - d. Are operating in at least one neighbouring borough
33. Operators who do not meet our requirements will continue to be asked to exclude the City from their operations. We will continue to report inappropriately parked bikes to them and remove any bikes posing long-term obstructions or immediate dangers in accordance with our existing enforcement policies.
34. At the time of writing, this option would likely mean that Lime and Jump would operate alongside Beryl and Freebike.
35. If Members agree Option C, then it is proposed to extend the current trial with Freebike and Beryl until 31 March 2020 while we prepare for allowing more operators in the City. This provides time to:
 - a. Confirm our new arrangement with existing and new operators in London
 - b. Work with current and potential operators to identify additional parking capacity (with a first preference for on-carriageway)

- c. Install any additional parking infrastructure
- d. Any new operators will be expected to cover the cost of installing additional parking areas contribute.

Ongoing management of dockless bike schemes

- 36. From 1 April the number of bikes in the City will be determined by the capacity of parking bays. All operators will be expected to manage the number of bikes in the City amongst themselves in accordance with available parking space.
- 37. All operators will be expected to contribute to the ongoing cost of the management of their bikes and the cost of bay maintenance and upkeep. We will work with TfL to set appropriate fees and mechanisms to recover these costs.
- 38. Should an operator wish to expand their operators in the City they will need to demonstrate that there is sufficient space for additional parking capacity and cover the costs of any new parking infrastructure accordingly.
- 39. Our Data Sharing Agreement will be updated to include a requirement that all operators provide us real-time location data of all dockless bikes via an API. We will work with TfL, London Councils and the London Office of Technology and Innovation to explore ways to better use real-time dockless bike API data to manage and enforce against inappropriately parked bikes.
- 40. Officers will also look to begin phasing out out-of-bay parking to continue transitioning towards alignment with the draft pan-London byelaw.
- 41. The City Corporation's SEOs will continue to report and where necessary remove any dockless cycle hire cycles – whether the operator is part of the trial or not – that are deemed to be causing a nuisance, obstruction or danger. A maximum of £235 will be charged per bike to the relevant operator for dealing with an obstruction. This will ensure the full costs of removing and storing bikes are covered.
- 42. Officers will continue to work with TfL and London Councils to support the development of the London-wide byelaw to regulate dockless cycle hire operations.

Corporate & Strategic Implications

- 43. The proposals support the Corporate Plan aims to contribute to a flourishing society, particularly promoting good health and wellbeing, and to shape outstanding environments, by enhancing the physical connectivity of the City.
- 44. The City of London Transport Strategy (Proposal 28) sets out our approach to improving cycle hire in the Square Mile. This includes ensuring that dockless cycle operators restrict their users from parking outside designated areas and quickly remove cycles that are not parked in these areas. The need for designated parking areas is also included in Proposal 17: Keep pavements free of obstructions.
- 45. There is a possible reputational risk to the City Corporation if innovative approaches to enable more cycling and increasing sustainable and healthy transport modes are not carefully considered. There are also possible

reputational risks if potential adverse impacts of dockless cycle hire operations are not carefully managed.

Legal implications

46. The City Corporation has no powers to remove bikes that are parked on City streets unless they are causing an obstruction, nuisance or danger to the public, and operators do not require consent or a licence from the local authority for its users to cycle within the City.
47. However, in terms of proactively authorising the placing of cycles for hire on the highway by operators, the City as highway authority can only act if it has a statutory power to do so. Section 115E of the Highways Act 1980 empowers the authority to grant a person permission to provide services for the benefit of the public on the highway. Where this is for a purpose which results in the production of income consent from frontagers is required. Permission may be subject to such reasonable terms and conditions as the authority thinks fit. All other legal implications regarding dockless cycles remain as previously reported.

Financial implications

48. The recommended option will ensure that operators will help meet any costs for additional infrastructure required to facilitate dockless operations in the City.
49. In addition, operators will begin to contribute to the ongoing maintenance of parking bays and management of dockless cycles. The costs responding to reports of bikes causing an obstruction or danger has previously been absorbed by our SEO team, having a direct impact on their operational capacity.
50. Costs will continue to be incurred if the City Corporation has to remove bikes deemed to be causing a danger from the streets in default of the operator removing them. Removal and storage costs would be incurred in these circumstances and will be recovered through the proposed increase in recovery fees.

Health Implications

51. Well managed dockless cycle hire has the potential to encourage active travel within central London, and potentially shift journeys from short taxi, private hire and public transport trips, with associated benefits to air quality and public health.

Equality Implications

52. The proposals to improve the management of dockless cycle hire and to encourage considerate use/parking of bikes will help mitigate adverse impacts for vulnerable road users (e.g. visually impaired, wheelchair users). This is consistent with the public sector equality duty.

Conclusion

53. After six months, data suggests the trial was successful in minimising the number of inappropriately parked bikes in the Square Mile. As a result, it is recommended to continue the parking arrangements as trialled and approve additional operators to operate in the Square Mile.
54. This option provides users with more choice, creates a more coherent approach, continues to provide control over the areas where bikes are parked and ensures that operators maintain certain quality standards while operating in the Square Mile.
55. This option also moves the City Corporation further towards the arrangements that are likely to come into effect when the byelaw is made.
56. Further updates will be brought to Committee as soon as we have clarity on the timing of the byelaw. In the meantime, we will continue to monitor relevant dockless operations to help inform us of our future position.

Appendices

- Appendix 1 – City of London Dockless Cycle Hire Policy 2017
- Appendix 2 – Legal implications: Advice from the Comptroller and City Solicitor
- Appendix 3 – City of London Corporation Dockless Cycle Hire Trial criteria and terms

Background Papers

Dockless Vehicle Hire Trial Outcomes, Planning and Transportation Committee, 3 October 2019

Dockless Cycle Hire, Planning & Transportation Committee, 18 March 2019

Dockless Cycle Hire Review, Planning & Transportation Committee, 21 May 2018

Dockless Cycle Hire Review, Planning & Transportation Committee, 11 September 2018

TfL Dockless bike share code of practice <http://content.tfl.gov.uk/dockless-bike-share-code-of-practice.pdf>

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Appendix 1 – City of London Dockless Cycle Hire Policy 2017

As adopted by the Planning & Transportation Committee on 3 October 2017.

The City of London Corporation recognises the role that well-organised dockless cycle hire schemes can play in providing low-cost public access to cycles for short urban journeys and endorses the Dockless bike share code of practice (“the Code”).

Operators are expected to follow the requirements and recommendations of the Code.

While the City of London is likely to be a popular destination for trips undertaken by dockless cycle hire, the street layout and extremely high footfall in the City means that highway in the City is an unsuitable location for dockless cycle hire operations to be based. This means that no operator should directly place cycles on City Corporation highway. Cycles should not be placed on any other land in the City without the consent of the property owner. The City Corporation should be informed in advance of any proposals to base cycles on private property within the City.

The City Corporation will engage with operators wishing to operate dockless cycle hire schemes, and users of the schemes may leave the cycles in appropriate locations on City streets, with these cycles then available for public hire, subject to cycle hire operators’ compliance with the Code and the City Corporation Policy Statement.

Cycles belonging to operators not complying with the Code and causing danger, obstruction or nuisance will be removed by the City Corporation and operators will be liable for costs as set out in the Code.

Operators wishing to run a dockless cycle hire scheme in the City of London should contact the Strategic Transportation team to discuss their proposals.

Appendix 2 – Legal implications: Advice from the Comptroller and City Solicitor

Statutory duties

The City Corporation has a duty under s.130 of the HA 1980 to assert and protect the rights of the public to the use and enjoyment of any highway for which they are the highway authority.

It also has a network management duty under s.16 of the Traffic Management Act 2004. This requires it to manage its road network with a view to achieving, so far as may be reasonably practicable having regard to their other obligations, policies and objectives, the following objectives:

- a. securing the expeditious movement of traffic on the authority's road network; and
- b. facilitating the expeditious movement of traffic on road networks for which another authority is the traffic authority.

Under section 122 of the Road Traffic Regulation Act 1984 local authorities are under a duty to exercise functions conferred on them under that Act so far as practicable, having regard to matters specified in subsection (2), to secure the expeditious, safe and convenient movement of traffic (including pedestrians).

The City Corporation is also subject to the public sector equality duty under section 149 of the Equalities Act 2010. This means that in the exercise of its functions it must have due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it. This includes removing or minimising disadvantages suffered by people due to their protected characteristics (such as visual or mobility disabilities).

An unmanaged proliferation of bikes on the highway arising from dockless bike hire schemes may compromise compliance with the above statutory duties.

Statutory powers to deal with bikes on highway

Dockless cycle hire schemes which do not necessitate any infrastructure being placed on the highway fall outside the existing legislative framework and do not need the City Corporation's consent to operate in the City. However, there are some existing statutory powers available where bikes are left so as to cause an obstruction, nuisance or danger.

1. Section 137 HA 1980 – If a person, without lawful authority or excuse, in any way wilfully obstructs the free passage along a highway he is guilty of an offence and liable to a fine not exceeding Level 3 on the standard scale (currently up to £1000.00.)
2. Section 148(c) HA 1980– if, without lawful authority or excuse a person deposits anything whatsoever on a highway to the interruption of any user of

the highway he is guilty of an offence and liable to a fine not exceeding Level 3 on the standard scale.

3. Section 149 HA 1980 – if anything is so deposited on a highway as to constitute a nuisance, the highway authority for the highway may by notice require the person who deposited there to remove it forthwith. In the event of non-compliance, a court order may be obtained authorising the removal and disposal of the offending item. If the highway authority has reasonable grounds for considering the item constitutes a danger (including a danger caused by obstructing the view) to users of the highway and ought to be removed without the delay of seeking a court order it can remove the item forthwith and, ultimately, seek a court order for its disposal.

Street trading and ‘waste’

Consideration has been given to whether the provision of dockless cycles for hire is caught by local legislation which makes it unlawful for any person to engage in unauthorised street trading in the City. “Street trading” is defined in the City of London (Various Powers) Act 1987 to mean the selling or exposing or offering for sale of any article or thing in a street. However, dockless cycle hire schemes involve bikes being available on the highway (or on private land with the consent of the owner) for temporary hire by members of the public, with payment being made via an App, and no person in the street engaged in the hiring out of the bikes. As the 1987 Act prohibits a person from selling etc. items in the street, not the temporary hiring of bikes in the way proposed which is more in the nature of a service (and not dissimilar to the existing Santander cycle hire scheme except that there are no docking stations), the activity would not amount to unauthorised street trading.

Consideration has been given to whether definitions of “waste” or “litter” in legislation apply. It is considered that these terms are not intended to cover bicycles left temporarily on the highway and which are in use for the benefit of the operators and their customers and officers are not aware of any decisions on this point. It is not considered that this adds significantly to the City’s statutory powers to deal with bikes on the highway.

Regulation by making byelaws

Government guidance states that byelaws are considered measures of last resort after a local council has tried to address the local issue the byelaw applies to through other means. A byelaw cannot be made where alternative legislative measures already exist that could be used to address the problem. Byelaws should always be proportionate and reasonable.

It follows that there is a risk that the case for making a byelaw to regulate dockless bike hire could be undermined if all bikes on City streets were to be classed as obstructions and removed under existing powers. This would not prevent the application of the Street Obstructions Policy as proposed.

In relation to the activities of other local authorities in this area, it is understood by City officers that action is proposed to be pursued through a proposed London-wide byelaw.

TfL and London Councils have proposed establishing a regulatory framework for dockless bike hire schemes by way of a London-wide byelaw as the Boroughs have power to make byelaws for good rule and government under section 235 of the Local Government Act 1972. This would necessitate each authority delegating their byelaw-making powers to London Councils' TEC. The byelaw would then be made by way of the new simplified procedure introduced by Regulations which replaced the requirement for Government confirmation of the byelaw.

(However, the City Corporation has a different power to make byelaws for good rule and government contained in the City of London (Various Powers) Act 1961 to which the new simplified procedure does not apply. The City Corporation's participation in London-wide byelaw arrangements may therefore require a separate byelaw (which would need to be confirmed by the relevant Secretary of State) to interface with the TEC byelaw as part of the London-wide controls).

Liabilities

In the event of loss, injury or damage being caused by the cycles, the person responsible would depend on the circumstances of each case. For example, if a cycle had remained in a dangerous position for days without the highway authority taking steps despite complaints, some liability would be likely to rest with the highway authority. If an accident occurred a few moments after the cycle was left in a dangerous position and the highway authority had no reasonable opportunity to identify and remedy the danger, it is unlikely any liability would rest with the highway authority, and therefore would be more likely to rest with the user and/or operator. In addition, the steps proposed to secure the co-operation of operators in ensuring safe practises would help demonstrate that the City is taking reasonable measures consistent with its responsibilities.

Appendix 3 – City of London Corporation Dockless Cycle Hire terms for operational approval

The City Corporation is looking to approve and support dockless hire schemes who adhere to the following criteria and terms:

1. Operators must be able to accurately locate their bicycles and have redistribution processes in place to move or remove inappropriately parked bicycles within:
 - a. 90 minutes on Mondays to Fridays between 06:00 and 21:00
 - b. 4 hours at any other time

Operators must also be able to remove their bicycles for security reasons at the request of the City Corporation at any time within 90 minutes.

2. Operators must manage operations in a way that minimises traffic impacts and emissions from any operational vehicles. Compliance with FORS accreditation will contribute to this. It is also recommended that Operators comply with ISO 14001:2015.
3. Operators must make their users aware of agreed parking locations and have appropriate means of requiring users to comply with parking requirements and encourage good parking behaviours.
4. Operators must design their bicycles to reduce the risk of vandalism and theft of the bike and of the bicycle falling over.
5. Operators must be committed to encouraging safer behaviours and enabling a more diverse range of people to cycle.
6. Operators must ensure the design of their cycles achieve and maintain ISO 4210:2014 standards for bicycles in the UK, especially regarding part quality and sustainability, safety and engine specifications, including:
 - a. Providing hand-operated brakes arranged left-hand rear and right-hand front
 - b. Providing front and back lights on the bike so it can operate safely in low light conditions BS EN ISO 4210:1-9 The Pedal Bicycles (Safety) Regulations 2010 and Road Vehicle Lighting Regulations 1989
 - c. Providing a rear red reflector and amber/yellow reflectors on the front and rear of each pedal
 - d. Making sure all bicycles have an individually identifiable asset number.

This is not a list of all legal requirements. Operators must make sure they comply with all applicable laws and standards for bicycles in the UK.

7. Operators must ensure their bicycles are always well maintained and safe to ride and have a mechanism to disable any bicycles that are broken or damaged. Operators must also have a Sustainability Policy, including details on reusing and recycling their assets.

8. Operators must have an easy to use reporting mechanism that allows the public and the City Corporation to report bicycles that are damaged, vandalised, or inappropriately parked.
9. Operators must offer 24-hour communication channels. This includes a telephone number that is clearly advertised on their bicycles, website and mobile apps.
10. Operators must not operate in neighbouring boroughs without agreement and promptly remove any bicycles left in those boroughs within a fixed time period as determined by the borough and the City Corporation.
11. Operators must share at least the following data with the City Corporation on a monthly or better basis:
 - a. Origins and destinations of all trips that start or finish in the Square Mile by month in GIS format
 - b. The number of trips per street by month in GIS format
 - c. The number of hires by hour in tabular format
 - d. The number of times bike journeys have been paused or stopped outside of agreed parking areas by month in tabular format
 - e. The number of requests they received from the City Corporation, public, and any other groups to move a cycle
 - f. The number of their cycles parked in the City by hour for the previous week in tabular format
1. Operators must provide us real-time location data of all dockless bikes via an API.
12. Operators must have levels of insurance coverage that meet or exceed the minimum requirements as determined by the City Corporation.
13. The City Corporation may change the maximum number of Bicycles permitted in the Square Mile and close or update approved parking locations at any time.
14. Operators must only deploy bicycles at locations specified by the City Corporation, in numbers for that location determined by the City Corporation, and on dates and at times agreed with the City Corporation
15. Operators must not deploy more than their allocated number of bicycles parked in the Square Mile at any time and remove or redistribute any excess bicycles from our streets within:
 - a. 90 minutes on Mondays to Fridays between 06:00 and 21:00
 - b. 4 hours at any other time
16. Operators must contact neighbouring boroughs and agree with them how they will manage any bikes that are left in their borough.

17. The cost of any additional signage, markings, or infrastructure needed to facilitate Dockless Bicycle Schemes will be borne by the Operator.
18. Operators must not use any City Corporation logos or branding in any way without written permission from the City Corporation.
19. Operators must agree any marketing or public communications with the City Corporation prior to publication.
20. Operators must be accredited with CoMoUK.
21. Operators must be accredited as a London Living Wage employer.
22. Operators must comply with the TfL Code of Conduct and any details of Proposal 28 of the draft City of London Transport Strategy not covered by any other criteria or term
23. The City Corporation may rescind operational approval at any time for failing to reasonably meet any of the listed operational terms. If an Operator has their approval rescinded, they will have 48 hours from the time of our suspension instruction to remove all their bicycles from the City.

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Committee(s):	Date(s):
Safer City Partnership – For Decision	23 September 2019
Licensing Committee - For Information	16 October 2019
Policy and Resources – For Decision	21 November 2019
Port Health – For Information	26 November 2019
Police Authority Board – For Information	28 November 2019
Planning and Transportation – For Information	12 December 2019
Subject:	
Seeking a Public Space Protection Order – London Marathon Related Disorder	
Report of:	Public
Head of Community Safety	
Report author:	For Information
David MacKintosh, Head of Community Safety	

Summary

This report informs the Committee of the proposal to seek a Public Space Protection Order (PSPO) to help respond to recurring issues of violent disorder and anti-social behaviour (ASB) which have occurred on the day of the London Marathon.

Section 59 of the Anti-social Behaviour, Crime and Policing Act 2014 provides local authorities with the power to make Public Spaces Protection Orders. PSPOs are intended to deal with a particular nuisance or problem in a specific area that is detrimental to the local community's quality of life, by imposing certain conditions or prohibitions.

In response to a request from the City of London Police. The Safer City Partnership (the Community Safety Partnership for the City of London) have begun the process of seeking a PSPO for an area encompassing the London Marathon route in the City to be active only for the day of that event.

This report outlines the nature of the incidents and previous activity to try and resolve the issues. The Safer City Partnerships seeks collaboration and support from relevant committees in progressing this process and the attendant consultation process.

Recommendation

Members are asked to consider the report and support the Safer City Partnership in asking the Court of Common Council to approve a PSPO to help assist with the identified problems associated with the London Marathon.

Main Report

Background

1. The London Marathon is a long-distance running event held in London, part of the World Marathon Majors. The event takes place in spring every year and part of the route is through the City of London. Problems with visitors during the day of the event have arisen over several years in the locality around Trinity Square EC3. The primary issue is related to large groups of young adults consuming alcohol and drugs, particularly nitrous oxide, while the London Marathon is taking place. This has contributed to considerable ASB and violent disorder.
2. Significant work has been undertaken with local venues to ensure they are not contributing to the problems. In addition, the City of London Police and Corporation of London staff have worked in partnership to tackle the problems. This has included the deployment of specialist public order assets, liaising with London Marathon organisers to move and change the music provision and the use of crowd control barriers. Despite these efforts, the last two years have still seen considerable public disorder.
3. The core issue are groups of young adults seeing the Marathon as an opportunity to congregate in large numbers to drink alcohol and use drugs, (notably nitrous oxide). As the day progresses, levels of intoxication, ASB and disorder increases. The area impacted is close to Fenchurch Street mainline and Tower Hill underground, which are the main transit points used by these groups to enter the City.
4. Following issues experienced in previous years and working in conjunction with the London Marathon management team and City of London Corporation staff, significant changes were made in 2019 including:
 - Replacing the rock band at Byward Street EC3 with a brass band
 - Cancelling the DJ next to All Hallows Church
 - Increasing barrier plan outside the Liberty Bounds Public House
 - Deploying specially trained Public Order Officers to the area
 - Using the Section 35 Dispersal Order
 - Installing a Police CCTV van in the area
 - Deploying Police horses
 - Ensuring there is no street drinking in Trinity Gardens by using local authority Enforcement Officers from Tower Hamlets
 - Requesting local licensed premises have additional security on duty

5. Despite these mitigating actions, there was still high level ASB and disorder in the area of Great Tower Street EC3, with approximately 500 highly intoxicated young adults present (consuming alcohol and nitrous oxide). These individuals had no vested interest in the London Marathon and made the area, in the words of the City of London Police, “a ‘no-go’ area for members of the public” who wanted to watch and enjoy the London Marathon.
6. This year as the day progressed, the atmosphere became increasingly hostile and eventually resulted in arrests for violent disorder, grievous bodily harm and possession of class A drugs. While assisting in an arrest one of the Police horses fell, trapping the mounted officer under the horse, and resulting in the officer receiving a broken ankle.
7. Seasoned Public Order Officers assigned to the event, who are used to dealing with high levels of disorder, were taken aback with the level of disorder and how quickly the situation escalated. Despite having 20 Public Order Officers available in the area, another 40 officers were required to deal with the problems. In total over 100 City of London Police Officers were deployed to this relatively small geographical area to contain the situation.

Neighbouring Boroughs

8. As the legislation concerning Designated Public Place Orders (DPPO) became redundant with the introduction of the Anti-Social Behaviour Crime and Policing Act (2014), the London Boroughs of Tower Hamlets and Southwark DPPOs were converted into PSPOs, which specifically controls the consumption of alcohol in a public place.
9. The PSPOs in Tower Hamlets and Southwark grant the Police in these boroughs additional powers to confiscate alcohol and other substances associated with ASB. This power also extends to Tower Hamlets Enforcement Officers (as “*authorised persons*”), who patrol Trinity Gardens on the day of the London Marathon.

Public and Reputational Impact

10. The large groups who congregate in Trinity Square and its vicinity, create a hostile environment and are often verbally abusive towards those competing in the London Marathon as well as other spectators. Given the nature of the London Marathon as a charitable and family friendly event, this behaviour is clearly unacceptable. The reputation of the event and the City of London Corporation is put at risk by this level of anti-social and threatening behaviour.

Legislation and local authorities’ duty

11. Section 59 of the Anti-social Behaviour, Crime and Policing Act (2014) gives power to a local authority to make a PSPO if satisfied on reasonable grounds that two conditions are met:

- I. that *"activities carried on in a public place within the authority's area have had a detrimental effect on the quality of life of those in the locality, or it is likely that activities will be carried on in a public place within that area and that they will have such an effect"*
 - II. that *"the effect, or likely effect, of the activities (a) is, or is likely to be, of a persistent or continuing nature, (b) is, or is likely to be, such as to make the activities unreasonable, and (c) justifies the restrictions imposed by the notice"*.
12. It is for local authorities to identify behaviours which cause *"detrimental effect on quality of life"* in their particular area, and to decide who is *"in the locality"* for the purpose of protection from such activities. There is no basis upon which to artificially limit the words used in the statute to consideration of 'regular' or 'repeated' visitors. Instead, local authorities are restricted in making their PSPOs by reference to the second condition imposed: they must show that the effect of the activities on visitors 'is, or is likely to be, of a persistent and continuing nature' before a PSPO will be justified.

Proposals

13. The City of London Police have requested that the City of London Corporation seek to obtain a PSPO to help address this recurring problem. This would allow them additional powers to prevent public drinking and intoxication in specific areas, by refusing entry to designated areas to those carrying alcohol or nitrous oxide, or by confiscation of these by those within the area. Precise wording to be agreed with our colleagues in the Legal Department.
14. The PSPO would allow the Police to confiscate alcohol and nitrous oxide from individuals. However, the decision to do so would be based on the judgement of Police Officers and taking into consideration individual circumstances.

Process and Next Steps

15. The Safer City Partnership have decided to take the PSPO process forward and we need support of relevant committees before taking the issue to Policy and Resources and Court of Common Council. There is also a requirement to consult with relevant stakeholders, which will necessitate a significant amount of staff resources and support from across the City of London Corporation and SCP colleagues to deliver.
16. There is a need to consult with those who live and work in the area and to carefully consider the exact form of restrictions the PSPO would put in place. The intention is for the PSPO to apply only on the day of the Marathon and in the geographic area most impacted by the race.

Conclusion

17. A PSPO in place along the London Marathon route for just one day a year should help reduce the ASB, crime and disorder repeatedly experienced in the Trinity Square locality. It would demonstrate that we are taking steps to safeguard the public from ASB, protect this important global event and make the most effective use of Police resources.

Appendices

- Appendix 1 – Briefing Provided to Chairman of Relevant Committees (17 July)
- Appendix 2 – Map of the London Marathon route

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Appendix 1

Briefing to Support the Case for A Public Space Protection Order linked to the London Marathon

Proposal

That the City of London Corporation begins the process to put in place a Public Space Protection Order (PSPO) to help reduce crime and disorder associated with intoxication in specific locations during the London marathon.

What is a PSPO?

The Anti-social Behaviour, Crime and Policing Act 2014 introduced several new tools and powers for use by councils and their partners to address anti-social behaviour (ASB) in their local areas. PSPOs are one of these. Councils can use PSPOs to prohibit specified activities, and/or require certain things to be done by people engaged in particular activities, within a defined public area. PSPOs differ from other tools introduced under the Act as they are council-led, and rather than targeting specific individuals or properties, they focus on the identified problem behaviour in a specific location. The legislation provides for restrictions to be placed on behaviour that apply to everyone in that locality (with the possible use of exemptions). Breach of a PSPO without a reasonable excuse is an offence.

A PSPO can only last for three years before it needs to be renewed.

Background

For several years the area adjacent to Trinity Square has experienced significant issues associated with large groups getting intoxicated while the London Marathon is taking place. Work has been undertaken with local venues and they have taken steps to ensure they are not contributing to the problems. In addition, the City of London Police and Corporation of London staff have worked to tackle the problems. This has included the deployment of specialist public order assets, liaison with Marathon organisers to move and change the music provision and the use of crowd control barriers. Despite these efforts the last two years have seen considerable public disorder.

The core issue is groups of young adults taking advantage of the Marathon as an opportunity to gather in numbers and get intoxicated through drink and drugs. During the day of the Marathon this escalates into serious anti-social behaviour and disorder.

The area is extremely close to Fenchurch Street and Tower Hill stations which are used by the majority of those involved in these disturbances to transit to the City.

The 2019 Marathon

Following the issues experienced in previous years and working in conjunction with the London Marathon management team, significant changes were made including:

- 1) Replacing the rock band which had previously played at Byward Street with a brass band.
- 2) Cancelling the DJ next to All Hallows church.
- 3) Increased barrier plan outside the Liberty Bounds Public House.
- 4) Specially trained public order officers deployed to the area from the start
- 5) A S.35 Dispersal Order in place.
- 6) A Police CCTV van in the area.
- 7) Police horses were deployed from the start.
- 8) Local authority enforcement officers from Tower Hamlets ensured no drinking in Trinity Gardens.
- 9) Work with local licensed premises including additional security on duty.

Despite these mitigating actions there was still high level ASB and disorder in the area of Great Tower Street. Approximately 500 young adults were present, highly intoxicated (use of alcohol and nitrous oxide). This contingent had no real interest in the Marathon and made the area, in the words of the CoLP “a ‘no-go’ area for members of the public” who wanted to watch the Marathon.

As the day progressed the atmosphere became more hostile and eventually there was disorder resulting in arrests for violent disorder, grievous bodily harm and possession of class A drugs. During the arrest phase, one of the Police horses, whilst moving forward to protect officers who were carrying out an arrest of a violent individual, unfortunately fell over, trapping the mounted officer under the horse resulting in the officer receiving a broken ankle.

Seasoned public order officers assigned to the event who are used to dealing with high levels of disorder were taken aback with the level of disorder that they encountered and how quickly it escalated to become a very hostile and dangerous environment. Despite having twenty public order officers available in the area another forty officers were required to deal with the problems. In total over 100 City Police Officers were deployed in this small area to contain the situation.

Neighbouring Boroughs

A Public Space Protection Order is in place in Tower Hamlets and Southwark. Both adjoining boroughs to the City route. This may contribute to ASB being pushed into the City. In Tower Hamlets, the Police have the power to deal robustly with any alcohol consumption or nitrous oxide being used due to the PSPO in this area. Tower Hamlets provide Enforcement Officers to cover Trinity Gardens, and as a result, although immediately next to the problem area, there is never any issue with this location as the Enforcement Officers have the power to seize any alcohol that is being consumed.

Public and Reputational Impact

These large groups create a hostile environment and are often verbally abusive towards those competing in the Marathon as well as other spectators. Given the nature of the Marathon as charitable, family friendly event this is clearly intolerable.

The reputation of the event and the City of London is put at risk by this level of intoxicated and threatening behaviour.

Next Steps

The City of London Police have requested the City of London Corporation seek to obtain a PSPO to help address this recurring problem. This would allow them additional powers to prevent public drinking in specific areas and to intervene before problems escalate. There is a need to consult with those who live and work in the area and to carefully consider the exact form of restrictions the PSPO would put in place. The intention is for the PSPO to apply only on the day of the Marathon and in the geographic area most impacted by the race.

This issue has been brought to the attention of the Safer City Partnership and the Police Authority Board. Officers have had preliminary meetings. However, before proceeding we wanted to provide you and colleagues on key committees with the background to the situation and provide the opportunity to raise any issues. Please do not hesitate to raise any concerns directly with me. David MacKintosh, Head of Community Safety, will be working with relevant colleagues to take this forward over the coming months. With the agreement of colleagues, we plan to take this to the Court of Common Council for approval early in 2020.

Appendix 2

MILES 23 TO 26

THE HOME STRETCH: LONDON BRIDGE - THE MALL



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PLANNING AND TRANSPORTATION COMMITTEE REPORT

Points to Note:

- There are 17 Public Lifts/Escalators in the City of London estate. The report below contains details of the 5 public escalators/lifts that were out of service for less than 95% of the time.
- The report was created on 26th November 2019 and subsequently since this time the public lifts or escalators may have experienced further breakdowns which will be conveyed in the next report.

Location	Status as of 18/10/2019	% of time in service Between 18/10/2019 and 21/11/2019	Number of times reported Between 18/10/2019 and 21/11/2019	Period Not in Use Between 18/10/2019 and 21/11/2019	Comments Where the service is less than 95%
Millennium Bridge SC6459245 Page 191	OUT OF SERVICE	61.82%	1	318 hrs	18/11/2019 – Engineer attended and found the main supply chain which pulls the Inclinator up and down the track broken and needed to be replaced. The chain had to be manufactured, it arrived on site on the 21/11/19 and work is now underway to replace it. This is a major operation and will take two weeks to be completed. The Inclinator is out of service at end of the reporting period, but the target date for return to service is 13/12/2019.
London Wall West SC6458965	IN SERVICE	76.77%	4	192 hrs	18/10/2019 – Engineer attended and found a levelling fault, parts required, engineer attended site the following day and returned lift to service. 20/10/2019 - Engineer attended and found lift was stuck in the shaft, repaired and returned to service. 27/10/2019 – Engineer attended and found lift stopped 1ft above Ground Floor. Engineer was unable to access lift motor room. Return visit following day when the lift was reset lift and returned to service. 16/11/2019 – Engineer attended to an emergency entrapment, released passengers. Identified specialist control parts required, Engineer returned to site on the 22/11/19 and returned lift to service.

PLANNING AND TRANSPORTATION COMMITTEE REPORT

Location	Status as of 18/10/2019	% of time in service Between 18/10/2019 and 21/11/2019	Number of times reported Between 18/10/2019 and 21/11/2019	Period Not in Use Between 18/10/2019 and 21/11/2019	Comments Where the service is less than 95%
Moor Lane SC6459146	OUT OF SERVICE	0	0	816 hrs	Lift was out of service during reporting period due to refurbishment works, Lift expected to be returned to service on the 29 th November 2019.
Blackfriars Bridge SC6462771	IN SERVICE	16.18 %	0	684 hrs	Lift out of service for most of the period due to damage sustained to the doors which created wiring issues, Lift returned to service on the 18 th November 2019.
Wood Street	OUT OF SERVICE	0	0	816 hrs	Lift has been taken out of service for a major refurbishment project, the works are underway and expected to be completed by January 2020.

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Additional information

Committee(s): Planning & Transportation Committee	Date: 12 th December 2019
Subject: Millennium Inclinor Maintenance Update Report	Public
Report of: City Surveyor	For Information
Report author: Alison Bunn – Head of Facilities Management	

Summary

In May 2019 this committee approved the new maintenance schedule for the Millennium Inclinor and that it should be maintained by Kone, subject to Kone 's agreement. This brief report is to give Member's an update on the current situation.

After a significant period, we have now had a response from Kone, and they have confirmed the only way they would be prepared to maintain the Inclinor would be if the top was enclosed. This would be a substantial capital outlay by the City and not something that can be taken forward immediately, we are however seeking costs for these works. We will therefore not proceed with the agreement with Kone at this point in time.

Meanwhile, we have been engaging with another contractor Acute who the City have used before on lift refurbishments projects. Acute have confirmed they would be willing to take on the maintenance of the Inclinor with the same specification which we had asked Kone to undertake. The agreement with Acute is just being finalised and hopefully will be in place from January 2020, when the first intense service regime will be undertaken.

Since the last Committee the Inclinor has been out of service again for a period of weeks, this was due to the track chain which moves the Inclinor up and down the track being broken. The track could not be repaired and needed to be replaced. The track is being manufactured and work to undertake the repair will begin as soon as the chain arrives on site. It is anticipated the Inclinor will be operational by Friday 13th December at the latest. Further details are provided in the Public Lift report.

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Committee(s): Planning and Transportation	Date(s): 12/12/2019
Subject: Update on Governance and Spending of the City of London's Community Infrastructure Levy and the Planning Obligation Affordable Housing Contributions	Public
Report of: Carolyn Dwyer, Director of the Built Environment	For Information
Report author: Paul Beckett, Department of the Built Environment	

Summary

This report responds to Member requests to summarise the governance arrangements and recent spending for the City Corporation's City Community Infrastructure Levy (City CIL) and for the use of Sec.106 planning obligations to contribute funding for the provision of affordable housing.

The report also outlines potential changes to governance arrangements and the process for increasing the scale of Sec.106 funding for affordable housing.

Recommendation

Members are recommended to note the content of this report.

Main Report

Community Infrastructure Levy (CIL) Background

1. Under the 2008 Planning Act and the Community Infrastructure Levy Regulations 2010 (as amended) ("the Regulations"), a local authority may adopt a Community Infrastructure Levy (CIL) setting out how it will require contributions from development towards the cost of providing new infrastructure. Until recently a local authority adopting a CIL needed to set out the infrastructure it will fund through the CIL in a document known as a Regulation 123 List. The Regulation 123 was revoked in respect of England from the 1st of September 2019.
2. CIL is a levy on new development intended to help local authorities deliver infrastructure. CIL should primarily be used to fund capital investment rather than revenue expenditure and cannot be used to deliver affordable housing. Regulations give significant flexibility to local authorities on what can be funded, but infrastructure should support the delivery of development set out in the local plan. CIL can be used to increase the capacity of existing infrastructure or for repairs to existing failing infrastructure if it is necessary to support planned development.
3. CIL Regulations allow for up to 5% of CIL receipts to be used to fund the administrative costs incurred in operating a CIL. Regulations also require that

15% of CIL receipts shall be reserved for neighbourhood funding, or 25% where there is a neighbourhood plan. Where a neighbourhood plan does not exist (as in the City of London), then the local authority will retain CIL neighbourhood funds but should engage with communities over how best to spend this element of CIL. The remaining 80% of CIL receipts should be used to fund infrastructure in accordance with the CIL Regulations and the local authority's infrastructure investment priorities and its Infrastructure Delivery Plan. The City Corporation's Regulation 123 List and Infrastructure Delivery Plan were deliberately wide-ranging in scope to provide flexibility in the spending of City CIL funds.

4. The Regulation 123 List remains useful as evidence to inform decisions on the spending of CIL, plan making and the preparation of any future charging schedule. The latest Regulations require the City Corporation to replace the 'Regulation 123' list with an Infrastructure Funding Statement no later than 31 December 2020 and by 31 December each year thereafter. This must set out the allocation of funds on CIL and s106 and include a statement of the infrastructure projects or types of infrastructure which the charging authority intends will be, or may be, wholly or partly funded by CIL.
5. The Mayor of London is also able to levy a Mayoral Community Infrastructure Levy to address strategic infrastructure needs. The Mayoral CIL is payable in addition to the City CIL. The City Corporation collects Mayoral CIL funds on behalf of the Mayor and forwards them to him. Mayoral CIL funds have so far been used to contribute to the construction costs of the Elizabeth Line (Crossrail) and from 1 April the Mayor of London adopted a new charging schedule (known as MCIL2) which will be used to fund the Elizabeth Line, Crossrail 2 or other strategic transport infrastructure.

City of London CIL Recent Allocations and Spending

6. Recent allocations and spending of City CIL funds were set out in the report considered by this committee on 22 October 2019. In summary, the City Corporation currently holds £31,655,966 in CIL receipts having received £33,655,966 since CIL's introduction in 2014. At the end of the last financial year (March 2019) £7,724,500 had been approved and allocated for spending on infrastructure and community projects in the City.
7. The City CIL funding allocations since 2014 comprise £6,234,000 on public realm and transportation projects; £1,244,000 on social and community projects; £16,000 of the unallocated contingency on the Citigen project; and £230,000 allocated towards administration. To date, £1.5 million of these allocations has been expended. Further details of allocation and spend can be found in the CIL/S106 monitoring report reported to the 22 October 2019 meeting of this committee.

Current City of London CIL Governance Arrangements

8. The City of London CIL which came into effect on 1 July 2014 requires developers to contribute to infrastructure funding in accordance with the City's CIL Charging Schedule. This Schedule sets City CIL charge rates which differ

with the permitted land use (offices £75 per square metre of additional floorspace, residential £150, retail £95 and other uses £75). See website link at <https://www.cityoflondon.gov.uk/services/environment-and-planning/planning/planning-policy/Pages/Community-Infrastructure-Levy.aspx>)

9. Planning & Transportation Committee has responsibility for the setting of City CIL charge rates because of the need for viability testing which is also a feature of the local plan preparation process. City CIL expenditure governance is the responsibility of Policy & Resources Committee consistent with its wider resources remit.
10. The governance arrangements for City CIL were considered by Planning & Transportation Committee on 15 October 2013 and agreed by Policy & Resources Committee on 21 November 2013. The arrangements agreed set out a decision-making structure and broad spending priorities with scope for the processes to be refined by Resource Allocation Sub Committee (RASC) in the light of practical experience.
11. The decision-making structure comprises an officer Corporate Priorities Board, chaired by the Town Clerk including chief officers from Chamberlains, Built Environment, Community & Children's Services, Open Spaces, and City Surveyors. The Corporate Priorities Board has met quarterly to consider CIL spending bids and make recommendations for spending to Members of RASC.
12. The intended broad infrastructure spending priorities were signalled by nominally allocating 55% of City CIL funds to 3 service committees (40% to Planning & Transportation, 10% to Community & Children's Services and 5% to Open Spaces and City Gardens). Accounting 'pots' were created for each allocation with the intention that infrastructure annual investment programmes would be worked up for consideration by Corporate Priorities Board and RASC.
13. In practice such comprehensive annual investment programmes were not prepared and a series individual infrastructure investment bids have been submitted for consideration instead. Consequently, RASC has refined the original procedure so that all City CIL expenditure bids are considered by the officer Corporate Priorities Board and are then determined by Members of RASC. The nominal accounting pots are still retained and monitored so that Members can monitor how their decisions affect the intended original broad infrastructure spending priorities.
14. For the remaining 45% of City CIL funds, 25% was set aside as unallocated for determination in accordance with corporate priorities by RASC. 15% was set aside to form the City CIL Neighbourhood Fund (as required by the Regulations) and up to 5% was set aside to cover CIL administration (as permitted by the Regulations)). Separate governance arrangements for the City CIL Neighbourhood Fund were agreed by Policy and Resources Committee on 2 May

2019 following public consultation on draft proposals during December 2018-January 2019.

15. Management of the City CIL Neighbourhood Fund bidding process will be aligned with the City's existing grant allocation process, through the Central Grants Unit (CGU). Applications for funding will be made using an online application form on the CIL page of the City Corporation's website. Processing of these application forms will be undertaken by the CGU. Applications between £1,000 and £25,000 will be determined by an officer panel chaired by a Chief Officer under delegated authority. Applications between £25,000 and £50,000 will be determined by officers under delegated authority in consultation with the Chairman and Deputy Chairman of RASC; applications over £50,000 will be considered by RASC. It is anticipated that the application process for the City CIL Neighbourhood Fund will be operating from February 2020.

Potential Changes to City CIL Governance Arrangements

16. The current City CIL governance arrangements were agreed in 2014 with the expectation that they might be refined by RASC in the light of experience and that they should be reviewed further after five years. They were refined such that all City CIL expenditure is now determined by RASC on the officer advice of the Corporate Priorities Board. The original accounting 'pots' related to the three service committees are retained and monitored so that Members of RASC can see how their decisions affect the intended original broad infrastructure spending priorities.
17. It is possible that the current City CIL governance arrangements and broad spending priorities will be reviewed to take account of changed circumstances since 2014 including the adoption of a new Corporate Plan, new capital spending priorities and the financial implications of the Fundamental Review. This could, for example, lead to most City CIL funds being treated as being held in a single pot to provide greater spending flexibility for the future. Such a change would not affect the City CIL Neighbourhood Funds which would continue to be held and governed separately in accordance with the CIL Regulations.

Planning Obligations to Fund Affordable Housing Provision

18. The CIL Regulations prohibit the use of CIL funds for the provision of affordable housing. Therefore, funding for affordable housing provision is achieved through London Plan policy and Local Plan policy which requires applicants for planning permission to enter into appropriate planning obligations (Sec.106 agreements). The planning obligation thresholds and required levels of contribution are set out in the Planning Obligations Supplementary Planning Document (2014). See website link at <https://www.cityoflondon.gov.uk/services/environment-and-planning/planning/planning-policy/Pages/Community-Infrastructure-Levy.aspx>
19. London Plan policy 4.3 expects office developments within the Central Activities Zone to provide for a mix of uses including housing. The City of London is an exception to this policy approach, justified by its strategically important, globally orientated financial and business services centre. Therefore, new commercial

developments in the City are instead required to make a financial contribution towards the off-site provision of affordable housing. The requirement applies where there is a net increase of 500 square metres or more and the contribution is sought at a rate of £20 per square metres of additional floorspace.

20. City of London Local Plan 2015's Core Strategic Policy CS21 (Housing) includes provision for residential developments of 10 or more units to provide 30% affordable housing on-site, or exceptionally, to provide 60% units equivalent off-site either directly or indirectly through a financial contribution achieved through a Sec.106 planning obligation. The required Sec.106 contribution is set at £165,000 per affordable housing unit in the Planning Obligations Supplementary Planning Document (2014) and is subject to inflation indexation.
21. Other funds are also raised by planning obligations to fund local training, skills and jobs brokerage, and for carbon offsetting where proposed development does not meet carbon emission targets. Planning obligations can also have non-financial elements such as local procurement agreements and site-specific mitigation. Such purposes are beyond the affordable housing focus of this part of the report.
22. Planning Obligation funds received by the City Corporation for affordable housing provision are managed by the Communities and Children's Services Dept. Proposals to use planning obligation funds to deliver additional affordable housing stock within the City or elsewhere are subject to normal capital project approval and delivery procedures. Where affordable housing proposals involve development on new sites or intensification of existing housing sites then planning permission would need to be obtained from the relevant local planning authority. Such processes can take time which slows up the delivery of affordable housing.
23. In the last financial year, the City Corporation received £7.5 million in Section 106 contributions for affordable housing and spent £2.4 million on delivery. The remaining current balance of approximately £60.4 million is all allocated to seven current projects delivering 196 affordable units. Four further projects are proposed which would deliver a further 300 units. Details of these projects can be found in Tables 13 and 14 of the CIL/S106 Monitoring report.

Potential Changes to Planning Obligations for Affordable Housing

24. The planning obligation thresholds and required levels of contribution are set out in the Planning Obligations Supplementary Planning Document (2014). This document includes an allowance for inflation indexation, but it has become apparent that such indexation has not kept pace with the rising actual cost of affordable housing provision during a period of rapid inflation in land prices, house prices and construction costs. Therefore, it is appropriate to reconsider the scale of planning obligation contributions to be sought and the indexation process to ensure that sufficient funds are raised to deliver the intended affordable housing.

25. The review of existing contributions would need to be subject to viability assessment and public consultation. It is anticipated that the viability assessment of the Local Plan review being undertaken during winter 2019/20 could provide evidence to support proposed changes to planning obligation contributions for affordable housing. Therefore, provided that the viability assessment justifies an increase in contributions, such draft proposals could be brought before Members for consideration and public consultation during 2020.

Corporate & Strategic Implications

26. The use of City CIL and 106 planning obligations to provide funds for infrastructure and affordable housing provision accords with the Corporate Plan aims of shaping outstanding environments, contributing to a flourishing society and supporting a thriving economy. It particularly addresses Outcome 4 that communities are cohesive and have the facilities they need, Outcome 9 that we are digitally and physically well connected and Outcome 12 that our spaces are secure, resilient and well-maintained.

Conclusion

27. This report outlines current governance arrangements, showing that the decisions on spending priorities for City CIL are taken by Members of RASC in the context of officer consideration and recommendations. Such arrangements and contributions can be changed to reflect changing circumstances and the report suggests possible future changes which Members will have the opportunity to consider in 2020.

Background Papers

Report to Planning & Transportation Committee 22/10/2019: The Section 106 and Community Infrastructure Levy Monitoring Report.

See <http://democracy.cityoflondon.gov.uk/ieListDocuments.aspx?CId=143&MId=19669&Ver=4>

Report to Policy & Resources Committee 2/5/2019: City of London Community Infrastructure Levy – Approval of Neighbourhood Fund.

See <http://democracy.cityoflondon.gov.uk/ieListDocuments.aspx?CId=395&MId=19683&Ver=4>

Report to Policy & Resources Committee 21/11/2013: City's Community Infrastructure Levy (CIL): Governance Arrangements and Broad Spending Priorities.

See <http://democracy.cityoflondon.gov.uk/ieListDocuments.aspx?CId=395&MId=1185&Ver=4>

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Committee(s): Planning & Transportation Committee	Date(s): 12/12/19
Subject: Definition of Net Zero Carbon	Public
Report of: Carolyn Dwyer, Director of the Built Environment	For Information
Report author: Janet Laban, Department of the Built Environment	

Summary

This report provides definitions of zero carbon that are in use in planning, demonstrates how these are applied in practice and highlights the weight given to the draft London Plan targets since publication of the draft London Plan Panel Report in October 2019.

Recommendation(s)

Members are asked to:

- Note the content of this report.

Main Report

Background

1. At the meeting on 22 Oct 2019 the Committee requested a definition of zero carbon building in current planning policy, London Plan and draft Local Plan policies, how we apply them and what weight can be given to draft plans.
2. The issue of climate change has risen up the agenda in recent months resulting in a raft of competing terms to denote the objective of a reduction in carbon emissions. This paper summarises the terms that are in current use in the London Plan, emerging City Plan 2036 and other sources along with information on how they are applied in practice.

Current Position

3. The concept of reducing carbon emissions to zero by 2050 is now enshrined in UK law through the Climate Change Act and its 2019 amendment.
4. It has been integrated into planning policy at several levels:
 - The National Planning Policy Framework requires that planning should play a key role in the transition to a low carbon economy.
 - The adopted 2016 London Plan requires all major residential development to be zero carbon and all major non-residential development to achieve a 35% reduction in carbon emissions compared with the Building Regulations requirements

- The draft London Plan (due to be adopted in early 2020) requires all major development (residential and non-residential) to be zero carbon.
 - The City Corporation's adopted Local Plan applies the 2016 London Plan requirements at a local level
 - The City Corporation's emerging City Plan 2036 will align with the draft London Plan in requiring all major development to be zero carbon.
5. The draft London Plan Panel Report was published on 21st October 2019 and supports in principle the requirement for all major development to be zero carbon, giving additional weight to the draft Plan's carbon policies and their implementation.

Carbon Definitions

6. Table 1 provides a range of definitions in relation to carbon reduction from several different sources. The draft London Plan definition is the most recent and therefore the most appropriate to apply to development proposals.

Source	Term	Definition
draft London Plan	Zero-Carbon	Activity that causes no net release of carbon dioxide and other greenhouse gas emissions into the atmosphere.
draft London Plan	Zero-emission	Activity that causes no release of air pollutants and carbon dioxide or other greenhouse gases.
Adopted London Plan 2016	Zero Carbon	A zero carbon development is one whose net carbon dioxide emissions, taking account of emissions associated with all energy use, is equal to zero or negative across the year. The definition of "energy use" will cover both energy uses currently regulated by the Building Regulations and other energy used in the home.
City of London draft City Plan 2036	Zero carbon	Development whose net carbon dioxide emissions, taking account of emissions associated with energy use, is equal to zero or negative across the year. The definition of "energy use" will cover both energy uses currently regulated by the Building Regulations and other energy use in the home

7. The adopted London Plan and City of London Local Plan requirements are implemented through energy strategies which are required to be submitted with each planning application. The energy strategy should identify how the London Plan carbon targets will be met on site. Where the required 35% improvement over Building Regulations (non-residential) or zero carbon (residential) targets cannot be met on site a carbon offsetting contribution is secured through an S106 agreement. The City Corporation adopted a Carbon Offsetting Scheme in 2018, details of how this is applied are set out in the Planning & Transportation Committee report *City Corporation's proposed approach to carbon offsetting* which was approved on 20/11/18.

8. The draft London Plan has been the subject of public examination and the Panel's report endorses the draft London Plan's approach to zero carbon concluding that "*Subject to our recommendations the policies relating to a zero-carbon city, air quality and water infrastructure would assist in creating a healthy city and provide an effective strategic context for the preparation of local plans and neighbourhood plans. The policies and their detailed criteria are justified and necessary and would provide an effective basis for development management*" The Panel report was published on October 21st 2019. Although not yet adopted, the draft London Plan carries considerable planning weight and is a material consideration in the determination of planning applications. Development proposals should therefore now be considered against the requirement to deliver zero carbon buildings. The draft London Plan is likely to be adopted in February or March 2020.
9. Once adopted, the London Plan will become formally part of the Development Plan for the City.

Proposals

10. Members are invited to note the changes in London Plan carbon targets that apply to major development in the Square Mile.

Corporate & Strategic Implications

11. The move to zero carbon development is in line with the City Corporation's Corporate Strategy aspiration to positively impact people and the environment by championing responsible practices to improve economic, social and environmental outcomes.
12. The City of London Responsible Business Strategy commits the City to reduce our environmental impact across all our operations while increasing our positive impact through cleaning, greening, advocacy and influencing and to influence developers to prioritise green construction through planning policies.

Implications

13. This policy approach applies to all major development in the City. Therefore, the need for development to be zero carbon must be incorporated into development designs from the outset.

Conclusion

14. This report provides the zero-carbon definition that applies to major development in the City, outlines how it is applied in practice and highlights the fact that all major development should now be zero carbon in line with the recommendations of the draft London Plan Panel Report.

Appendices

- None

Background Papers

Report to Planning & Transportation Committee, 20 November 2018, *City Corporation's proposed approach to carbon offsetting*

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Committee(s)	Dated:
Planning and Transportation Committee Policy and Resources Committee	12 December 2019 12 December 2019
Subject: Freight Programme Update	Public
Report of: Director of the Built Environment	For Information
Report author: Thomas Parker – Department of the Built Environment	

Summary

This report provides members of the Planning and Transportation and Policy and Resources committees with an update on work to date to reduce the impact of freight on City streets.

The recently adopted 25-year Transport Strategy provides a strong mandate to deliver a radical freight programme. The Strategic Transportation team have made substantial progress against several initiatives and as detailed below. This includes:

- Establishing a path to significant retiming of motorised freight in the Square Mile. This principally focuses on the identification of challenges to retiming and proposals on how to overcome these, including modernising the London Lorry Control Scheme, targeting appropriate delivery types and streamlining processes to facilitate out of hours deliveries at pre-existing City developments.
- Stimulating significant uptake in consolidation across the Square Mile through use of the planning system and working with property groups to develop solutions for existing property portfolios. Additionally, it has been identified that consolidation is a prerequisite for achieving our retiming ambitions.
- Significant industry engagement to establish baseline demand for last mile logistics hubs in the Square Mile, including preparation to release land and nominate operators. We are working with all major parcel and courier operators as part of this project. A paper requesting release of land in London Wall Car Park will be submitted to the Planning and Transportation Committee in January 2020. We have also been awarded the Clean Air Award at the Institute of Courier awards 2019 for trialling innovative commercial season tickets for cargo cycles in our off street car parks.
- Identifying key service providers and stakeholders for developing a Servicing Action Plan. This aims to reduce the number of motorised vehicles to fulfil servicing requirements for City occupiers. Whilst this project has required a change of scope due to Transport for London’s ongoing transformation programme we will continue to work closely with stakeholders to deliver the plan.

- Updating the draft Local Plan to stimulate an uptake in river logistics. We have also requested light freight capabilities as part of the proposed Swan Lane Pier development and are working closely with the City Surveyors to develop proposals for an integrated river logistics operation for the consolidated markets site.
- Working with Network Rail and the Rail Operations Group to support a trial of parcel freight into Liverpool Street station from May 2020. Specifically, we are focussed on supporting green last mile deliveries from the station to City addresses through additional infrastructure provision.
- Ensuring that minimising the impact of freight is a theme in the Future City Streets programme. Additionally, we are working with academia and groups such as Ford Smart Mobility on trialling innovative pedestrian porter freight delivery solutions for the Square Mile as well as smart kerbside management systems.
- Updating the City of London Delivery and Servicing Supplementary Planning Document once the draft Local Plan is approved. This will reflect stricter requirements for developments in the Square Mile. We will also work with Transport for London produce updated guidance for construction logistics and fit out activity with a strong focus on consolidation.
- Substantial engagement with the freight industry through running and attending conferences, chairing freight forums and liaising with international contemporaries on policy development for freight.

This work supports the delivery of Corporate Plan outcomes 1, 5, 9 and 11.

Recommendation(s)

Members are asked to:

- Note the contents of the report

Main Report

Introduction

1. The City of London's 25-year Transport Strategy aims to ensure that the Square Mile is a healthy, attractive and easy place to live, work learn and visit.
2. The Strategy classifies freight and servicing vehicles with a destination in the Square Mile as essential traffic. Freight and servicing activities are critical to City occupiers, as well as facilitating new development and fit out activity.
3. The Transport Strategy seeks to meet the Square Mile's delivery and servicing needs more efficiently and minimise associated impacts. This includes working with the freight industry and City businesses to reduce the number of motorised freight vehicles. The Transport Strategy commits to:

- a. Reducing the number of motorised freight vehicles in the Square Mile by 15% by 2030 and 30% by 2044
 - b. Reducing the number of motorised freight vehicles at peak times (7-10am, 12-2pm and 4-7pm) by 50% by 2030 and 90% by 2044
4. These proposals also support our targets to improve air quality and reduce road danger on City streets. This report provides an update on activities to deliver the Transport Strategy's freight and servicing proposals.

Retiming

5. The Transport Strategy's retiming targets are ambitious and go beyond targets in the Mayor's Transport Strategy (MTS). The MTS aims to reduce AM peak freight vehicles in central London by 10% by 2026, while the Transport Strategy interim target is 50% at all peak times by 2030.
6. The opportunity to retime deliveries depends on several factors. These include the supply chain of the delivered good, whether the delivery is couriered or through a traditional parcel operator and if the delivery vehicle is subject to restrictions such as the London Lorry Control Scheme.
7. We have identified that retiming is more straightforward if:
 - a. The delivery is part of a small drop network (e.g a supermarket or retail delivery from with a single logistics provider utilising a whole vehicle's capacity to deliver to few sites).
 - b. The delivery location has either long operational hours outside the peaks or 24-hour concierge/security permitted to receive goods.
 - c. The delivery vehicle comes from a consolidation centre as the recipient has control over the timing of the vehicle.
8. There is a particular challenge with retiming multi drop parcel deliveries, which make up a significant amount of the Square Mile's deliveries. A typical parcel delivery van can deliver to up to 100 locations. This type of delivery needs all delivery locations to be able to receive goods outside of normal business hours. Additionally, these deliveries are often business critical and 'just in time'.
9. The Transport Strategies target for peak time reductions between 7-10am, 12-2pm and 4-7pm seek to meet the delivery and servicing needs of City businesses while reducing the impacts of deliveries on congestion and road danger (particularly for people walking and cycling).
10. Members have requested an update regarding our efforts to retime vehicles out of daytime hours on City streets.

11. In the medium term there are significant challenges to implementing a City-wide restriction on delivery vehicles. These, and actions to try to overcome them, are outlined below:

Challenge	Action
<p>Many buildings, either through planning conditions or operational hours, are not open late into the evening or in the early morning. This means these buildings would have a very small window in which they could be served.</p> <p>The buildings with smaller operational hours tend to be low rise multi-tenanted offices predominantly occupied by SMEs. Without significant changes to building management a daytime ban would have a disproportionate negative impact on this occupier group.</p>	<p>We are exploring how to best work with property groups to support out of hours deliveries. This does not necessarily mean overnight but enabling receipt of deliveries on the 'shoulders' of the day.</p> <p>To achieve this, we must streamline the process for developments to both change their hours through applying for a variation to their planning consents or Section 106 agreement and supporting infrastructure requirements for out of hours deliveries, such as on-site lockers accessible by all operators.</p> <p>Consolidation of deliveries is key to facilitating change at these sites as it puts direct control into the supply chain. This means vehicles can be requested to make the deliveries from the consolidation centre at specific times and in small delivery windows.</p>
<p>Using GPS data from freight vehicles we estimate that servicing and fit out vehicles constitute as much as 50% of light goods vehicles on City streets.</p> <p>Daytime delivery restrictions would limit the ability of occupiers to undertake essential maintenance. Physical consolidation is not possible for this type of servicing activity as it limits responsive</p>	<p>There is currently limited scope to support servicing trips by other modes, but alternatives will be explored during the development of the Servicing Action Plan (detailed in paragraphs 48-51)</p>
<p>The London Lorry Control Scheme (LLCS) restricts vehicles over 18tn to particular routes between 9pm and 7am on weeknights and 1pm Saturday - 7am Monday without formal permission from London Councils, who administer the scheme.</p>	<p>We are putting significant pressure on London Councils to overhaul the timings and scope of the LLCS.</p> <p>London Councils have agreed that City Corporation officers can attend the working group that is considering the future of the LLCS. Officers will use this forum to press for changes.</p>

<p>The excluded route to the City ends near Angel, Islington and the entire Square Mile is subject to these restrictions.</p> <p>A review was undertaken in 2017 by London Councils with no clear commitment to reconsidering the scope of the scheme. It has been suggested recently that the weight limit could be lowered, significantly worsening this issue for the Square Mile.</p> <p>Without change to the LLCS in both the City and neighbouring boroughs a daytime delivery restriction would significantly impact construction and many catering and retail deliveries. It would also require a larger number of smaller vehicles to be used to meet the City's delivery requirements.</p> <p>A map of LLCS restrictions is in Appendix 1.</p>	<p>The Chair of the Planning and Transportation Committee is a member of London Councils' Transport and Environment Committee (TEC). This provides another opportunity to influence. We will also liaise with neighbouring boroughs on this issue.</p> <p>Officers are using the Central London Freight Quality Partnership to engage with our neighbouring authorities on more radical change. Initial consultation has been positive, and this will be built on in engagement with London Councils.</p> <p>We are using our freight network to develop case studies for what could be achieved should the LLCS be amended. This is principally through the Construction Logistics Improvement Group (CLIG) but also through our networking with parcel operators.</p>
<p>Due to previous planning policy, many buildings are currently not able to undertake delivery and servicing activity between 11pm and 7am.</p> <p>Without changes to these sites would have too small a window to receive deliveries. This is likely to lead to challenges to any traffic orders restricting access to their sites.</p>	<p>We are engaging with City businesses and property owners regarding retiming deliveries to their property portfolios. This includes occupiers such as Goldman Sachs, who wish to alter the planning requirements on their new site ahead of occupation to facilitate overnight deliveries. The occupier/property owner must request a Section 73 variation of consents themselves, which can be an onerous process. We are reviewing how to streamline the planning process to achieve this.</p> <p>Mostly, these restrictions are in place for good reason, protecting the health of residents near the developments. Any ban would need to consider the localised impacts to these areas and the consequences of out of hours deliveries to residents.</p>

	<p>Once we have a process in place the transportation and noise pollution teams will engage with City occupiers to find suitable locations which will not adversely impact City residents for overnight deliveries.</p>
<p>Administering a scheme which permitted consolidated freight vehicles only would require significant investment in an ANPR system as well as ongoing management. The system would need to be more extensive than the ring of steel, but this would be a core component.</p> <p>There would need to be an evaluation and permitting system to certify consolidation centres as adequate in their activity as well as track associated vehicles. This system would be at considerable cost to the City Corporation and require ongoing resourcing.</p>	<p>We will consider how we may be able to administer such a scheme as part of our request to Transport for London to consider new forms of road user charging in central London.</p> <p>Should the next MTS not include such measures we will consider how we can use the ring of steel and additional infrastructure to implement our own form of road user charging. Freight and servicing vehicles will be considered as part of any proposal.</p>
<p>Should we wish to permit certain types of vehicles/deliveries beyond simply those from a consolidation centre (e.g. allowing servicing vehicles but not deliveries between 7am and 7pm) we do not have the technology to differentiate effectively between the use of the same vehicle types.</p>	<p>As above, this will be considered as part of road user charging. It is likely a permit system would be needed through registering though identifying the use of the vehicle as part of the payment registration process.</p>
<p>City financial and professional services have high couriering requirements related to the regular movement of large boxed of legal documentation or contracts. Additionally, security sensitive trips such as those from the Bank of England or retail collections by Securitas and G4S require regular access.</p> <p>This is often with fixed same day deadlines related to case work. Additionally, the insurance industry still relies on wet signatures. In many cases this can create significant volumes of</p>	<p>We are working with the industry to support the transition to cargo cycles through provision of parking and last mile delivery hubs. However, cargo bikes may not be suitable for all items due to volume/weight limits.</p> <p>As couriered items typically have origin and destinations in the City or central London, these are not suitable for consolidation.</p> <p>We will work closely with the couriering industry to best understand the frequency of trips with volumes too great for existing cargo cycle models</p>

documentation which needs moving around the Square Mile.	and what the opportunities are to shift these to non-motorised modes.
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12. The Strategic Transportation team will work to identify solutions to these issues and will provide updates in due course. We will update members periodically on our performance against the Transport Strategy's targets.
13. If significant progress is made by 2022, when the Transport Strategy is due to be updated, we can consider further measures to achieve our retiming ambitions by both 2030 and 2040.
14. In the meantime, as committed to in the Transport Strategy, we will consider area based retiming schemes where delivery and business types may support this. For example, the City Cluster due to the density of large, concentration of 24hr accessible developments and spatial pressure. Opportunities to introduce on-street loading restrictions will also be considered as part of individual projects, including those to improve and expand the City cycle network and deliver bus priority.
15. New developments are restricted to receiving deliveries outside the peak hours and this will continue to be mandated. Once we have a critical mass of developments delivering outside the peak hours, we will again evaluate opportunities to introduce similar restrictions on existing buildings.
16. Retiming through consolidation will be core focus. This supports the delivery of both our freight targets in the Transport Strategy. Most deliveries to the Square Mile are to commercial offices the uptake in consolidation is critical in facilitating retiming. This additional control in the supply chain ensures both occupiers and property owners can effectively control the timings of deliveries and circumvents many of the issues outlined above. Further details on our approach to enabling greater use of consolidation are outlined below.
17. As approved to Planning and Transportation Committee on 8 October we are reviewing the potential impact of reducing loading times from 40 minutes to 20 minutes in the Kerbside Review.
18. Whilst there are potential congestion benefits, this may cause greater vehicle miles of parcel delivery vehicles. Our industry engagement has revealed that drivers often leave their vehicle for the maximum period as a 'mobile depot' and shuttle between the delivery destinations and the vehicle on foot. Any impact on vehicle miles is being considered within the Kerbside Review.

Consolidation

19. Freight consolidation is an effective method of reducing the number of vehicles required to fulfil a development's delivery requirements. Deliveries are rerouted to a consolidation centre where they are broken down and loaded into the fewest, fullest vehicles possible.
20. All major developments are mandated to use a consolidation centre to reduce the number of vehicles required to fulfil the delivery requirements as part of the planning process.
21. Agreements are made by evaluating the worst-case scenario for delivery numbers in our 'ready reckoner' and reducing this to a figure only achievable using a physical consolidation centre. The ready reckoner calculates the delivery numbers through the size of the development and its use type from existing survey data on such developments. We currently have seven signed S106 agreements of this type.

Site	Expected deliveries	Max daily deliveries in S106	Reduction
22 Bishopsgate	398	202	196 (49%)
21 Moorfields	169	85	84 (50%)
6-8 Bishopsgate	186	84	102 (55%)
100 Leadenhall Street	295	138	157 (53%)
1 Leadenhall Street	153	50	103 (66%)
1 Stonecutter Court	87	55	32 (37%)
1-2 Broadgate	411	250	161 (40%)
Total	1,699	864	835 (51%)

22. The variety of % reduction figures are due to negotiations over the balance of use type and loading capabilities of the individual development. It is expected that an efficient consolidation centre serving City occupiers will reduce deliveries by at least 51%. Consolidation has been shown to reduce deliveries to commercial office spaces by over 80%.
23. We will work with the developers and occupiers of these sites to monitor actual reductions. We expect reductions beyond the figures above and this will be used as a basis for putting more stringent restrictions on developments in future.

24. In addition to mandating consolidation through the planning system The Strategic Transportation team engages with City landowners and occupiers to encourage uptake of consolidation services. This includes identifying and promoting cost saving opportunities for occupiers through using consolidation services. This includes the potential for reduced loading and security staff requirements at the point of delivery. This offset saving is a core component in stimulating greater consolidation in the Square Mile.
25. This work has shown that there has been a significant increase in demand for consolidation services, particularly at a portfolio level where organisations are looking to provide services to their whole estates.
26. Several major City occupiers and estates are undertaking feasibility studies for consolidation. Considering the mandated consolidation requirement outlined above, this indicates that the market may be becoming mature enough for consolidation without need for direct intervention by the City. Three major city landowners are currently undertaking feasibility studies or preparing to launch consolidation services.
27. The Transport Strategy commits to providing a consolidation service for City occupiers by 2022. This service would seek to become a key service provider for both new developments with requirements for consolidation as well as occupiers who are looking to better manage their deliveries and improve air quality around their site.
28. Since November 2018 the City Corporation uses CEVA logistics to provide a consolidation service to the Guildhall. We have entered an agreement to use this service through using spare capacity from the existing tenants. This has ensured cost effectiveness of the service to the City. We will provide a report on the successes of the service in 2020 once monitoring has been undertaken.
29. Building on this experience and being an anchor tenant within the consolidation facility, we can reduce costs through sharing overheads with City occupiers. In addition, this reduces the procurement burden to other tenants by providing a framework agreement into our existing service. It is expected that this would stimulate demand for consolidation.
30. We will continue to work with occupiers and landowners as well as reach out to new audiences through groups such as the City Property Association. The Strategic Transportation and Commercial teams will monitor the market for consolidation services and reconsider the necessity of using City resources to launch a consolidation service by 2022.

Last Mile Logistics

31. Releasing land in the City and City fringe for logistics operations can reduce the van miles required to complete deliveries as well as facilitate the transition to delivery by cargo cycles, pedestrian porters and small, city appropriate electric vehicles.
32. A paper was presented to Planning and Transportation and Policy and Resources in March 2019 updating members on progress, principally regarding the route to market for the sites.
33. We have identified three locations which provide quick win opportunities to establish last mile logistics hubs. These are:
 - a. London Wall Car Park
 - b. Barbican Trading Estate Access
 - c. Middlesex Street Estate Car Park
34. To ensure that the sites are appropriate for logistics hubs, we have commissioned noise monitoring for the Barbican and Middlesex Street sites due to their location within residential developments. This includes scope to identify mitigation measures if necessary. Initial feedback from the noise consultants has been positive and that there is likely no negative noise interaction with residents. A final report is due before Christmas 2019.
35. The detail of this monitoring will be brought to committee with, if viable, firm proposals for these sites in early 2020. In the case of the ground floor car park at the Middlesex Street estate, this is also subject to the approval of the Middlesex Street Working Group.
36. A request for the declaration of 39 parking spaces in London Wall Car Park as surplus to requirements will be presented to the January meeting of the Planning & Transportation Committee. This will facilitate a 2000sqft facility at the western end of the site. This small facility is expected to generate revenue in excess of £60,000 per year.
37. Once the spaces are declared surplus to requirements the City Surveyor's will build on our existing soft market testing to lease the site to a provider who will both generate revenue and deliver against the objectives of the Transport Strategy.
38. Monitoring is a prerequisite of leasing this space. We will require a data service level agreement to analyse the benefits and challenges of deliveries by non-motorised modes.

39. This will principally look at the impact of more cargo cycles on City streets, including their safety and interaction with the kerbside and street infrastructure such as segregated cycle paths.
40. A monitoring plan will be submitted to relevant committees as part of the approvals process.
41. Beyond our property portfolio, we are working with estate managers across the Square Mile and City fringe to identify other potential sites. The draft Local Plan requires developers to consider, where appropriate, constructing bespoke last mile logistics hubs within larger developments. Furthermore, we are continually reviewing our own property portfolio to identify new opportunities as tenancies and uses change at our sites.
42. In addition to releasing land for last mile delivery hubs, we have developed a non-motorised season ticket for public car parks. This provides dedicated space for courier firms to store and charge e-cargo cycles. We are offering these spaces at an 87.5% discount from a motorised commercial season ticket to help induce demand with operators. The annual season ticket model also provides flexibility for both the City Corporation and the operator to expand or cease operations.
43. We can offer these tickets as they fall within the planning scope of use of the car park as they do not receive parcel deliveries into the site or undertake any logistics activity. The locations are exclusively used for the storage and charging of the bikes that start their route empty and do A-B collect and deliver services. In central London, CitySprint have been able to demonstrate that cargo cycles are approximately 250% more efficient than vans in fulfilling this purpose.
44. We are presently working with two operators to provide dedicated sites in public car parks this way. As with the hubs, we will work with the operators to get data to monitor the impacts of increased cargo cycle operations.
45. For creating this season ticket to support clean couriers, the City Corporation have been awarded the Institute of Couriers Clean Air Award for 2019.

Servicing

46. Proposal 39 in the Transport Strategy commits to developing a Servicing Action Plan in 2020. The purpose of this is to identify, through engagement with occupiers, property managers and servicing providers, methods of reducing the number of vans required to meet the City's servicing requirements.
47. Transport for London are also investigating more efficient servicing. It was agreed that we would pool resources and networks to develop the action plan. In March 2019, a project plan was agreed between Transport for London and the City Corporation.

48. Unfortunately, due to the ongoing restructuring of Transport for London we have lost their resourcing for this project and are now recommissioning it ourselves. We will:

- a. Consider the role of last mile logistics hubs in supporting non-vehicular servicing, specifically in relation to storage of parts and tools which can be brought to a building by a freight operator within the site as a value-added service to their operation.
- b. Engage with service providers to the City of London's corporate and investment property portfolios to identify barriers to non-motorised servicing. This will include our general maintenance and engineering contractors as well as responsive service providers, such as lift repair.
- c. Work with proactive members of our facilities management network to understand their servicing requirements, the appetite for change and the opportunities available to facilitate non-motorised servicing trips.

49. We will report back to committee with the Servicing Action Plan for approval in 2020.

River Logistics

50. The Strategic Transportation team is actively looking for opportunities to encourage river freight in the Square Mile. We have:

- a. Updated the draft Local Plan to include the requirement for developers to mandatorily consider use of the river in their construction phase.
- b. Required that the proposed reinstatement of Swan Lane Pier must introduce light freight capabilities at the site. We would expect this to include a small facility on the pier to cross dock parcels onto either cargo cycles or for delivery by pedestrian porter.
- c. Supported the Markets Consolidation scheme in scoping the potential for river freight at the site in Barking Reach. This includes actively seeking opportunities include 'outbound' logistics from the market to central London by river.
- d. Worked with the freight industry and suppliers to identify medium term solutions for an inbound freight service at Walbrook Wharf. Any new service would need to support the existing waste transfer use of the site and will likely need new infrastructure. The site is restricted in its present format due to both layout and existing contractual arrangements.

Rail Logistics

51. Rail Operations Group (ROG) are a specialist train operating company who are set to trial a new fast rail freight operation in May 2020 between London Gateway and London Liverpool Street Station.
52. Unlike traditional rail logistics which slowly transports heavy goods, this service will use recently retired Thameslink passenger units which are converted to carry parcels in cages. There will be three trips a day arriving at 1am, 1pm and 8pm into Liverpool Street.
53. The volume will be made up of goods from those who have warehouses or import through London Gateway. Whilst the partners haven't been announced, it is expected that the trial may bring significant parcel freight to the City.
54. The last mile delivery from Liverpool Street is not yet scoped. We have met with ROG to discuss how this may be undertaken and any supporting infrastructure requirements the City Corporation may be able to provide, primarily through the last mile logistics hubs workstream.
55. As there may be a further integration with the Markets Consolidation Programme for moving goods to and from the market by this method ROG have agreed to share information once the trial is underway.
56. We will update the committee in late 2020 regarding the trial and earlier should any approvals be needed for new infrastructure to support the final mile.

Future Transport and Innovation

57. It is expected that technology will revolutionise the way freight and supply chains operate through both increasing automation as well as wider uptake of algorithmic programmes to support operator efficiencies. Opportunities to trial and support freight innovation will be unidentifiable through the Future City Streets programme.
58. This will build on existing work with various stakeholders to review how technology and innovation can reduce the impact of freight operations in the Square Mile, including:
 - a. Contributing to the European Commission funded Freight Traffic Control 2050 project chaired by the University of Westminster. This project seeks to identify the drivers and potential of an 'air traffic control' system for freight using automatic allocation, blockchain and smart contracting to ensure each delivery is made by the most efficient means.
 - b. Working with Ford Mobility to trial multi-modal delivery using pedestrian porters in the Square Mile. Ford, with freight operator Gnewt Cargo, have been able to demonstrate during a two month pilot significant reductions

in, congestion, vehicle miles per delivery and a differentiated service by using a network of porters delivering small parcels and a van delivering those too large to deliver on foot. Their initial EC1 and EC2 pilot delivering mainly fashion retail parcels proved that 90% of those goods could be delivered on foot. Further efficiency may be gained with infrastructure for local parcel storage and we are considering this new delivery methodology as part of our last mile logistics hubs work.

- c. We have been engaging with smart kerbside management systems ParkUnload and Grid Smarter Cities to review opportunities for app-based space availability checking and booking. We do not think a booking system would be suitable due to issues of booked bays being occupied and the ensuing additional enforcement requirement. Additionally, missed booked bays are likely as journey times in central London are becoming increasingly unreliable. However, these systems may be effective for managing freight only parking bays and supporting 'mobile depot' operations. This is being considered in the Kerbside Review.

Monitoring

59. As we deliver against these initiatives to support significant changes to the way deliveries and servicing are fulfilled in the Square Mile it is essential that we successfully monitor progress and implications to the use of City streets.

60. Principally, there are two forms of monitoring:

- a. Traffic composition surveys, as undertaken by the City Transportation team since 1999, capture both the volumes and composition of freight vehicles on City streets. This data has been used to baseline freight vehicle activity and will be used to monitor our main Transport Strategy freight targets for reducing and retiming freight.
- b. As we encourage new, non-motorised delivery methods such as increased uptake of cargo cycles we must ensure that these do not work to the detriment of other street users. Therefore, as a prerequisite of releasing land for logistics hubs or other transport innovation projects we will develop monitoring strategies. Anchored to this will be a service level agreement to any trial participant to provide data as agreed in the monitoring strategy.

61. Updates against our key freight targets will be provided as part of our Traffic in the City survey and other Transport Strategy updates. Monitoring strategies will be presented to committee as part of member approvals.

Best Practice

62. The City of London Freight and Servicing Supplementary Planning Document (SPD) was adopted in February 2018 and provides guidance to developers on freight and servicing within their planning applications.
63. As with all other City Corporation SPDs, this will be updated to reflect changes in the Local Plan on adoption in 2020. Additionally, we will review existing guidance on consolidation, retiming and use of the River Thames to ensure that this best delivers against the proposals of the Transport Strategy.
64. Transport for London are updating their Construction Logistic Plan (CLP) Guidance to support the delivery of Healthy Streets. This will review the opportunities for greater construction consolidation.
65. Currently there is no guidance or planning restrictions related to the fit out of buildings. During initial occupation, this generates significant vehicle activity which, due to subcontracting, developers have very little oversight and control over.
66. To assist in mitigating this, we will produce case studies to be issued with CLP guidance to encourage best practice by developers and contractors. For example, this will include restricting vehicle access for appropriate types of fit out activity and consolidation, which Broadgate Estates have shown to be cost neutral when undertaking high density fit out.
67. The approach to deliveries and servicing set out in the Transport Strategy and the programme of activities outlined above help meet the recommendations for improving physical connectivity set out in Central London Forward's Inclusive Growth Strategy. In particular, the programme promotes and enables the switch to more sustainable modes of freight movement and provides the infrastructure necessary to accommodate the freight demands of a growing City.
68. We also continue to engage with City businesses and workers to reduce the impact of personal deliveries, including promoting the Click. Collect. Clean Air website which provides details of click and collect services across London.

Industry engagement

69. In June 2018, the City Corporation held 'The Future of Freight in Central London' event at Grocer's Hall. The event's keynote speech was from the then Chairman of Planning and Transportation Committee and there were presentations from Apur (Paris' transportation authority), TfL, major freight operators such as UPS and DHL, representatives from 22 Bishopsgate and multi-national retailers including Staples.
70. Due to the success of this event, and the significant progress made on freight in the Square Mile since, we will look to have another event in 2020. This will either

be a similar format to the 2018 conference or a half day workshop with leading industry representatives.

71. Officers have been invited to present at several conferences in recognition of the freight work done to date. This has included the 9th International Urban Freight Conference in Los Angeles and Freight in the City at Alexandra Palace.

72. Additionally, the Strategic Transportation team are working closely with Transport for London and other authorities on projects and engagement. For example, we have chaired the Central London Freight Quality Partnership and are a key stakeholder for Transport for London in developing new delivery and servicing and projects such as the river freight toolkit

Conclusion

73. The Strategic Transportation team have made substantial progress with establishing a programme to reduce the impact of freight on City streets, supporting the freight industry in its efforts to reduce, retime and remode deliveries in the Square Mile.

74. We will continue to work closely with City occupiers, landowners and the wider freight industry to both support these initiatives as well as identify new opportunities to reduce freight's impact on City streets.

Appendices

- Appendix 1 – Map of London Lorry Control Scheme Permitted Routes

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Appendix 1 – Map of London Lorry Control Scheme Permitted Routes

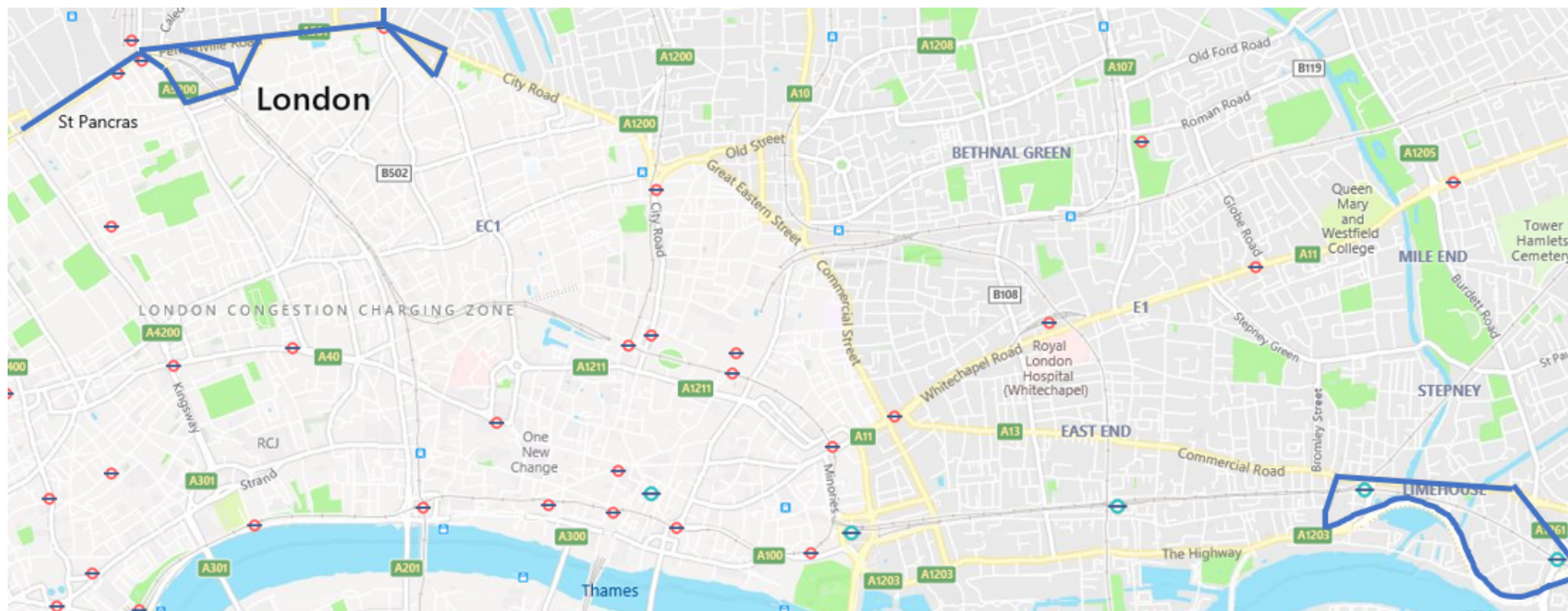


Figure 1: Map showing nearest excluded streets accessible by 18tn+ vehicles 9pm-7am Monday to Friday and 4pm Saturday to 7am Monday.

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Committee(s): Streets and Walkways Sub Committee Planning and Transportation Committee Culture, Heritage and Libraries Committee	Date(s): 03/12/2019 12/12/2019 20/01/2020
Subject: 2019 Car Free Day update	Public
Report of: Director of the Department of the Built Environment	For Information
Report author: Bruce McVean, Acting Assistant Director – City Transportation	

Summary

The City of London Corporation supported the Mayor of London and TfL to deliver the ‘Reimagine’ Car Free Day event in central London on 22 September.

The event allowed people to explore and experience 27km of traffic free streets, most of which were in the Square Mile. Street closures were in place from 7am – 7.15pm, with the event open to the public from 10.30am – 5pm.

Overall the event was successful, with high levels of satisfaction for those who attended. The event attracted a high number of people into the City (it is estimated that 70,000 people attended over the course of the day), including many that have never previously visited or rarely visit.

Despite the extent of the street closures, which included both London Bridge (except for buses) and Tower Bridge, traffic impacts were relatively limited and lower than expected.

Attendance figures for City Corporation Open House venues suggest the Reimagine event may have had an impact on Open House attendance at some venues. Further analysis is required to understand the relationship between the event and Open House.

Following the success of this year’s event we will liaise with the GLA and TfL on the potential to hold another Car Free Day event in the City in 2020.

Recommendation(s)

Members are asked to note the report.

Main Report

Background

1. The City of London Corporation supported the Mayor of London and TfL to deliver the 'Reimagine' Car Free Day event in central London on 22 September.
2. This event formed part of a London-wide celebration of World Car Free Day to promote walking, cycling, improvements to air quality and a reduction in car use. In all, 27 boroughs hosted activities for Car Free Day, which included 385 Play Streets.
3. The central London event allowed people to explore and experience 27km of traffic free streets, most of which were in the Square Mile (event map is provided in Appendix 1).
4. Street closures were in place from 7am – 7.15pm, with the event open to the public from 10.30am – 5pm.
5. The Reimagine event was funded by the Mayor of London, managed by TfL and delivered by WRG, a leading events and communications company. The City Corporation's support included:
 - a. Contributing £125,000 to the cost of organising the event and activities on the day.
 - b. Waiving fees for parking bay suspensions, equating to an in-kind contribution of £45,000.
 - c. Providing parking enforcement and cleansing services on the day (funded through the event budget).
 - d. Supporting event planning through participation in the Event Liaison Team and Steering Group.
 - e. Supporting stakeholder engagement, event promotion and travel demand management communications.
6. The event was also supported by the City of London Police and the Cheapside Business Alliance.

Participation and feedback

7. It is estimated that 70,000 people (including approximately 25,000 children) attended over the course of the day. This is a lower number than expected and is likely to have been affected by poor weather on the day. This was also the first year the event was held, and numbers would be expected to increase over time.
8. Provisional results of a survey of attendees (550 people) show that:
 - a. Most of the attendees (61%) were Londoners. 13% of attendees were international visitors.
 - b. Just under 3% of attendees had accessibility needs that limit their daily activities. Acknowledging the low base size, a majority (80%) of attendees with accessibility needs said streets felt more accessible and welcoming to all during the event.

- c. The average satisfaction score for the event was 8.2 on a scale of 0 to 10, and 87% gave the event a 7 out of 10 or higher.
 - d. 91% of Londoners who attended agreed that the event made them feel proud of London and 95% thought it was good for London.
 - e. 76% of non-Londoner attendees agreed that the event made them more likely to return to London as a visitor, with 48% strongly agreeing.
 - f. Just over half of attendees interviewed said they visit the City of London on a Sunday less than once a year or never.
 - g. 95% of attendees said they would support the event being held in London each year.
9. A YouGov poll (1,416 people) conducted after Car Free Day found that:
- a. 45% of Londoners were aware of London Car Free Day.
 - b. 57% of Londoners think holding a Car Free Day event in London is a good idea.
 - c. 65% of Londoners said that Car Free Day events were excellent, very good or good at inspiring them to use a car less.
10. Event images and press and social media highlights are provided in Appendix 2.

Travel and traffic impacts

11. Despite the extent of the street closures, which included both London Bridge (except for buses) and Tower Bridge, traffic impacts were relatively limited and lower than expected.
12. TfL's Network Management Control Centre reported minimal to moderate impacts for first 8 hours that closures were in place (7am – 3pm), with serious impacts for the remaining 4 hours and 15 minutes (3pm – 7.15pm). No severe impacts were reported.
13. Travel analysis by TfL found that:
- a. Total entries and exits at 12 London Underground stations around the event area was around 9% higher than Sunday 15 September and 16% higher than Sunday 8 September (between 7am and 7pm).
 - b. The number of passengers exiting stations within the event area was significantly higher on the day of the event compared to the previous Sundays, increasing by 293% in Cannon Street, 59% in Bank, 47% in St Paul's, 42% in Moorgate and 30% in London Bridge.
 - c. There was up to 10% less traffic on central London streets across the day.
 - d. A maximum of five minute delay to buses was recorded in central London across the day.
 - e. Santander Cycles docking stations around the event area – including stations on Tooley Street, Tower Gardens, Cheapside and Queen Street – experienced a significant increase in their total hire numbers, almost doubling from 800 to 1400.

Impact on Open House

14. Total visitor numbers to City Corporation Open House venues that were open on both Saturday and Sunday are summarised in Table 1. Visitor numbers for other venues in the Square Mile are not yet available.

Venue	2017	2018*	2019
Guildhall and Guildhall Art Gallery	6,981	4,493	4,490
The City Centre	879	1,306	1,286
Guildhall Library	1,666	537	36*
City Guides walking tours	1,800	1,200	1,320
Leadenhall Market	200	1,200#	1,286
Mansion House	N/A	286	487
Old Bailey	N/A	N/A	175*
St Lawrence Jewry	1,500	1,500	2,000
Billingsgate Roman House and Baths	2,569	1,739	1,795

Table 1: Combined Saturday and Sunday visitor numbers at City Corporation Open House venues

* There was very bad weather on both Saturday and Sunday in 2018 with many venues across London showing significant declines

+ Only offered tours this year

A large event was held in Leadenhall Market in 2018 leading to a significant increase in visitor numbers compared with 2017

* New venue for 2019

15. The figures for City Corporation Open House venues suggest the Reimagine event may have had an impact on Open House attendance at some venues, particularly Guildhall which, given the good weather on the Saturday should have significantly topped its 2018 performance.
16. Further analysis is required to understand the relationship between the event and Open House, including the impact of parking restrictions on Open House attendance, and to inform the timing of/coordination between any future Car Free Day events in the City and Open House.
17. In future years, closer working between Town Clerk's – Cultural Services (who deliver Open House) and DBE, together with longer lead times and greater programme collaboration, may mitigate any negative impacts.

Lessons Learnt

18. The timescale for organising the Reimagine event was extremely tight for an event of this scale. While this did not affect the success of this year's event, more time to prepare will reduce the pressure on staff at the City Corporation, TfL and the event management company.
19. Close collaboration between the City Corporation, TfL and WRG was critical to the success of the event, particularly given the timescales. Teams within TfL also worked together very effectively.

20. Extensive engagement with stakeholders, including churches and hotels, and TfL's far-reaching travel demand management campaign allowed concerns about access to be addressed in advance of the event, avoided significant traffic impacts and resulted in a very small number of complaints.
21. There should have been earlier engagement with the City Corporation's Cultural Services team (Town Clerk's) to allow them to better inform the scope and nature of the event and to enable closer engagement with the City's visitor, hospitality, retail and attractions sectors.
22. Further analysis and discussions with Open City are needed to understand how the Reimagine event impacted on Open House. It may be necessary to avoid overlap between future Car Free Day events in central London and Open House or to improve coordination between the two events.
23. While significant steps were taken to ensure this was an accessible event, including conducting an Equalities Impact Assessment and appointing an Access Consultant, more could be done at future events. For example, while golf buggies were provided for transport within the event footprint these were not wheelchair accessible. It will also be important to communicate accessible travel options for future events to ensure everyone feels confident they can attend.

Corporate & Strategic Implications

24. The Reimagine Car Free Day event contributes to the delivery of Corporate Plan Outcomes 9 (We are digitally and physically well-connected and responsive) and 10 (We inspire enterprise, excellence, creativity and collaboration).
25. It also contributes to the delivery of Transport Strategy, Cultural Strategy and Visitor Strategy.

Conclusion

26. The Reimagine event was successful, with high levels of satisfaction for those who attended and limited traffic impacts. The event attracted a high number of people into the City on a Sunday, including many that have never previously visited or rarely visit.
27. The central London event, alongside borough activities, helped support wider efforts to communicate the benefits of reducing motor traffic in London and promote walking, cycling and public transport use.
28. Following the success of this year's event we will liaise with the GLA and TfL on the potential to hold another Car Free Day event in the City in 2020.

Appendices

- Appendix 1: Event map
- Appendix 2: Event images and press and social media highlights

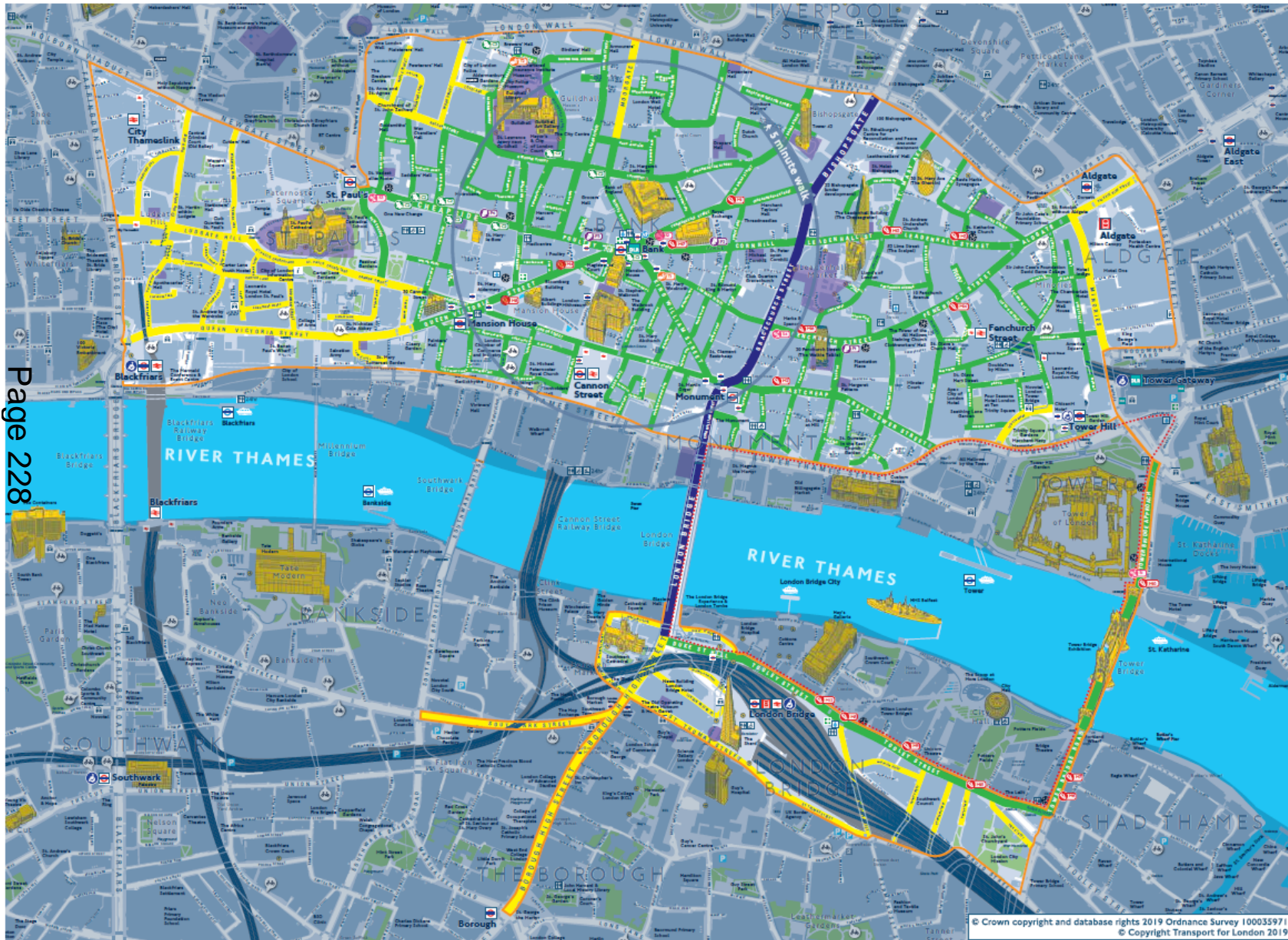
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Appendix 1: Event map



- Key**
- █ Closed roads
 - █ Managed access
 - █ Buses
 - Cycle route
 - █ Open House venue
 - Santander Cycles docking stations
 - Cycle parking
 - First Aid
 - Taxi ranks
 - Toilets
 - Water points
 - Step free access from street to platform
 - Step free access from street to train
 - Accessible changing places
 - MOVE**
 - M1 - Access Sport
 - M2 - Bicycle Security Marking
 - M3 - Bikeworks – All Ability Cycling
 - M4 - BMX Stunt Ramp
 - M5 - Brompton Bikes
 - M6 - Cycle Republic Bike Health Check
 - M7 - Cycleloop
 - M8 - Dance & Exercise Stage
 - M9 - PedalMe
 - M10 - Raleigh Classic Bike Ride
 - M12 - Santander Spin Docks
 - M13 - RNIB Sports Showcase
 - M14 - Wheely Tots – Family Cycling
 - M15 - Freebike
 - M16 - BETTER Leisure
 - M17 - Let London Breathe
 - CHILL**
 - C1 - Bank Junction Picnic Area
 - C2 - Mini Parklets
 - C3 - Wellbeing & Mindfulness Zone
 - PLAY**
 - P1 - Arts & Crafts
 - P2 - Living Streets
 - P3 - Play Street
 - P4 - Pop-up Hedge Maze
 - SHOW**
 - S1 - 1381 Peasants Revolt
 - S2 - Bank Junction Stage
 - S3 - Cheapside Performance Area
 - S4 - Fenchurch Street performance Area
 - TASTE**
 - T1 - Food Market
 - T2 - Healthy Food Stalls

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Reimagine - Central London event





Press activity highlights – ‘Reimagine’

Print in The Standard, Metro, City AM.

Broadcast from BBC London, ITV London and LBC.

Online from City AM, Metro, Guardian and Evening Standard.

Local press from Southwark News, Itford Recorder and Hackney Gazette.

Page 233

Car-free Khan tells ‘anti-cycling’ councils to get on their bikes



3rd mayor of London Sadiq Khan is seen walking anti-cycling councils as he topped an anti-cycling Car Free Day in the capital. A mile of road access is brought to a halt to traffic, including cars, buses and trucks, to allow people to enjoy the city. There are thousands of Londoners participating in the event. The council has to undertake the responsibility of reducing the pollution on air.

NEWS

London Car Free Day: Tower Bridge shuts for mass yoga session

Yoga aficionados replaced cars on the Tower Bridge for a quiet Sunday in the capital.

Thousands of yoga aficionados replaced cars on the Tower Bridge for a quiet Sunday in the capital. The bridge was closed to traffic for a number of hours on Sunday. The yoga session was held on a number of mats laid out on the bridge. The session was held on a number of mats laid out on the bridge. The session was held on a number of mats laid out on the bridge.

LONDON FINDS ITS ZEN Yoga aficionados replace cars with exercise mats on Tower Bridge for a quiet Sunday in the capital



YOGA enthusiasts saw the capital go car-free on a number of key routes, as part of mayor Sadiq Khan's campaign to encourage use of alternative modes of transport. The City saw a number of thoroughfares closed to motor traffic, and replaced with, among other things, a piano duo who played for several hours on Fenchurch Street. Khan urged more action to be taken against air pollution.

Evening Standard

Get set for Car Free Day

Mayor Khan has announced plans to close major roads in London for a day on Sunday. The capital will be car-free for 24 hours. The event is part of a campaign to encourage people to use alternative modes of transport. The event is part of a campaign to encourage people to use alternative modes of transport.

Councils slammed over traffic



Londoners relax on deckchairs in Regent Street on World Car Free Day yesterday.

Mayor launches plans for Car Free Day celebrations in Capital

SADIQ KHAN has announced plans to close major roads in London for a day on Sunday. The capital will be car-free for 24 hours. The event is part of a campaign to encourage people to use alternative modes of transport. The event is part of a campaign to encourage people to use alternative modes of transport.

CITY MATTERS

Silent protests over school bid

CITY CORPORATION SAYS EXPANSION DESIGN WILL BE TAKEN IN FULL CONSULTATION WITH RESIDENTS



REIMAGINE

REIMAGINE THE CITY

By News Reporter

LOCAL councils must do more to tackle air pollution, London's mayor said yesterday. Sadiq Khan spoke out as 17 miles of road in 15 London boroughs closed to traffic on World Car Free Day. Mr Khan said: "I'm frustrated by some councils being anti-walking, anti-cycling." He said City Hall was responsible for just five per cent of the capital's road network. Mr Khan said: "There are two million Londoners, 400,000 of them children, living in areas where the air quality is illegal." Schools should enjoy traffic-free zones, say parents and residents. Nearly 90 per cent of 1,000 polled by charity Sustrans wanted more street closures outside schools.

TRAVEL NEWS

London gears up to go car free

THERE IS LESS THAN ONE MONTH TO GO BEFORE CAR FREE DAY

London is set to go car-free for 24 hours on Sunday. The event is part of a campaign to encourage people to use alternative modes of transport. The event is part of a campaign to encourage people to use alternative modes of transport.

World Car Free Day 2019 - in pictures

Sadiq Khan, the mayor, cycled across Tower Bridge on World Car Free Day in several other outfits - took part in World Car Free Day.

Social media highlights – ‘Reimagine’

Event support

Jennifer Keesmaat
23.4K Tweets

Tweets Tweets & replies Media Likes

Jennifer Keesmaat · 22/09/2019
The power of London's Car Free Day is the way it gives people the chance to experience a different kind of city. A city for people, kids. A safe, healthy...and quiet city! Kudos to @MayorofLondon @SadiqKhan for having the vision and guts to execute it. Pic HT @carfreedayLDN



26 42 213

Will Norman Retweeted

Lee Christensen
@wreckeddeco

Car free London going well. Kids are loving it



78K views

12:51 · 22/09/2019 · Twitter for iPhone

497 Retweets 2,325 Likes

Event awareness

mayorofldn



London's biggest ever Car Free Day.

7,567 views · Liked by she.loves.this.life and reevab

mayorofldn Brilliant to see thousands of Londoners take to the streets on #CarFreeDay, experiencing more than 27km of closed roads and hundreds of activities. See how the event transformed our city. #LetLondonBreathe

View all 82 comments
22 September

Jono Kenyon
@Jono_Kenyon

Great to see @pedalmeapp and a wonderful feature on #CarFreeDay on @BBCLondonNews First time I've felt the day was invested in. Bravo @tfl and everyone making it work.



22:33 · 22/09/2019 · Twitter for Android

Event feedback

Today was London's biggest ever #CarFreeDay! London stood with cities all over the world in reimagining our amazing city without cars and embraced walking, cycling and even dancing 🕺🕶️ #LetLondonBreathe



Leading the way...

Bruce McVean @bruce... · 22/09/2019
World Car Free Day 2019 – in pictures #CarFreeDay #OpenStreets theguardian.com/cities/gallery...
3 7 14

Walk_and_cycle
@Walk_and_cycle

Replying to @brucemcvean and @willnorman

No pictures of Manchester @ManCityCouncil

CJ
@buejoll

Replying to @brucemcvean and @willnorman

You can't keep shirking the elephant in the room, @MetroMayorSteve . Next year. World Car Free Day in Liverpool. Make it happen. @Merseytravel

Sinabhfuil
@Sinabhfuil

Replying to @willnorman

Whereas Dublin had one street locked off with crowd control barriers in corridors & many security staff. Quick, someone tell @DubCityCouncil about planters & friendliness

Partner support

NHS London
@NHSEnglandLDN

It's #CarFreeDay and the NHS in London is pleased to be supporting @SadiqKhan's campaign to reduce car use across the capital 🚲 @MayorofLondon london.gov.uk/reimagine



18.2K views

Jack Cornish
@cornish_jack

Great to meet @SadiqKhan for the grand opening of London #CarFreeDay. Now going for a tour of wonderful car free streets with @willnorman, @AccessSport & @LDN_LS 🚲🚲🚲



11:26 · 22/09/2019 · Twitter for Android

13 Retweets 92 Likes

Committee(s): Streets and Walkways Sub Committee Planning and Transportation Committee	Date(s): 03/12/2019 12/12/2019
Subject: 6-month update on the Ultra Low Emission Zone	Public
Report of: Director of the Built Environment	For Information
Report author: Bruce McVean, Acting Assistant Director – City Transportation	

Summary

The Mayor of London launched the central London Ultra Low Emission Zone (ULEZ) on 8 April 2019. The ULEZ covers the same area as the existing central London Congestion Charge Zone.

This report summarises the GLA’s evaluation of the impacts of ULEZ over the first six months of operation. Key findings include:

- Average compliance rate with ULEZ standards was 77 per cent in a 24-hour period (74 per cent in congestion charging hours).
- Analysis suggests that NO₂ concentrations at roadside locations in central London reduced by 29 per cent, compared to a scenario where there was no ULEZ.
- Traffic flow analysis shows that the total number of vehicles within the Congestion Charge Zone has dropped since the introduction of the ULEZ (a 3-9% reduction in average traffic flows). It is too early to determine the extent to which these changes are a result of the ULEZ.

Recommendation(s)

Members are asked to note the report.

Main Report

Background

1. The Mayor of London launched the central London Ultra Low Emission Zone (ULEZ) on 8 April 2019. The ULEZ covers the same area as the existing central London Congestion Charge Zone (Map provided in Appendix 1).
2. The ULEZ operates 24 hours a day, 365 days a year. Vehicles must meet strict emission standards to drive without charge in the ULEZ area (see Appendix 2).
3. This report summarises the key findings from GLA’s evaluation of the impacts of the ULEZ over the first six months of operation (published October 2019). The results are for the whole of the ULEZ zone and are not City specific.

Key findings

4. After the first six months of operation the average compliance rate with the ULEZ standards was 77 per cent in a 24-hour period (74 per cent in congestion charging hours). This compares to 39 per cent in February 2017 and 61 per cent in March 2019 (during congestion charging hours).
5. Trend analysis suggests that, for the period July to September 2019, NO₂ concentrations at roadside locations in central London reduced by 29 per cent, compared to a scenario where there was no ULEZ. (To date, City Corporation monitors show an 18% reduction in NO₂ concentrations at Walbrook Wharf compared with 2018 and a 13% reduction at Beech Street.)
6. None of the air quality monitoring stations located on ULEZ boundary roads have measured an increase in NO₂ concentrations since the introduction of the ULEZ
7. Traffic flow analysis shows that the total number of vehicles within the Congestion Charge Zone has dropped since the introduction of the ULEZ (a 3-9% reduction in average traffic flows). The biggest differences are at the weekend and in the evening, when the Congestion Charge does not currently apply. However, it is too early to determine the extent to which these changes are a result of the ULEZ.

Conclusion

8. Six months is a relatively short time period for evaluating a scheme of this kind. While it is too early to draw firm conclusions, the results from the first six months of operation suggest the ULEZ is having a positive impact on roadside air quality in the City of London.
9. A 12-month evaluation report will be published by the GLA in due course and further reports will be brought to this Committee as additional analysis becomes available. Future reports will include City specific analysis based the City Corporation's air quality and traffic monitoring.

Appendices

- Appendix 1 – Map of the ULEZ area
- Appendix 2 – ULEZ emissions standards

Bruce McVean




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Appendix 1 – Map of the ULEZ area

Central London
Ultra Low Emission Zone
operates in the same
area as the
Congestion Charge Zone

-  Ultra Low Emission Zone (ULEZ)
-  Congestion Charging zone boundary
-  Main roads within the ULEZ



© Transport for London
May 2018

Appendix 2 – ULEZ emissions standards

Vehicles must meet the following emission standards to drive without charge in the ULEZ area:

- Euro 4 for petrol cars and vans (vehicles less than fourteen years old in 2019)
- Euro 6 for diesel cars (vehicles less than five years old in 2019)
- Euro 6 for diesel vans (vehicles less than four years old in 2019)
- Euro 3 for motorcycles and other L-category vehicles
- Euro VI for lorries, buses and coaches

Vehicles that do not meet these standards pay:

- £12.50 per day for cars, motorcycles and vans
- £100 per day for lorries, buses and coaches

Residents in the ULEZ area are exempt from the ULEZ standards until October 2021.

Keepers of vehicles registered with a 'disabled' or 'disabled passenger vehicles' tax class are exempt from the ULEZ charge until October 2025.

London-licensed taxis are exempt from ULEZ charges; however, all newly licensed taxis must be zero emissions capable.

Private Hire Vehicles (PHV) that do not meet the emissions standards must pay the full ULEZ charge. The PHV exemption to the congestion charge was also removed on 8 April 2019.

All TfL buses operating in the zone meet the ULEZ standards.

Committee(s)	Dated:
Planning & Transportation Committee – For Information	12122019
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. Parallel reports regarding risks that fall within the remit of the Port Health & Environmental Health Committee are submitted to that 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 has been no change in the list of Corporate risks managed by the department and no new Departmental risks have been identified.

There is one Corporate Risk managed by the Department of the Built Environment:

- CR20 - Road Safety (Current risk: RED)
[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 owners are consulted and risks are routinely reviewed with the updates recorded in the corporate (Covalent) system.
3. 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

4. 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.
5. 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).
6. 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. The department provides advice relating to the City bridges to the City Surveyor's department but the risks are owned by the City Surveyor.

Risk Management Process

7. 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.
8. 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.

9. All significant risks (including Health & Safety risks) identified by the Department are managed through the Covalent Corporate Risk Management System.
10. Members will notice that some risks reported are already at the Target Risk Rating & Score and are only subject to Business As Usual actions. These risks are included in accordance with the Corporate Guidance “Reporting Risk Information to Grand Committees” to assist this committee to fulfil the role of Service Committees (as defined in the Corporate Risk Management Strategy) to “Oversee the significant risks faced by the Departments in the delivery of their service responsibilities.” The annual target date for Business As Usual actions, and risks where we are at Target Risk, will be updated prior to the next report.

Significant Risk changes and other items of particular interest to Members

11. The one Corporate risk has been reviewed and remains RED. Further details are below in Summary of Key Risks
12. Regular review of risks has identified no Departmental Level risks where the Current Risk score has changed.
13. Although the impact of Brexit is now being managed corporately, all Departmental Level risks have been considered in the light of increased uncertainty arising from the General Election and Brexit.
14. The Target Risk Ratings/Scores have also been reviewed since the last report to Members and no changes have been identified.

Identification of New Risks

15. 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.
16. 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.
17. No new risks that fall within the remit of the Planning & Transportation Committee have been identified since the last report.

Summary of Key Risks

18. 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 score remains assessed as 24 (Likelihood of Probable (3) and Impact of Extreme (8)) as a result the risk is now RED.

Transport for London (TfL) will deliver changes to Ludgate Circus in December and the City of London is continuing to engage with TfL on improvements to the junction at Bevis Marks/Wormwood and Bishopsgate and the Fenchurch Street/Lombard Street/Gracechurch Street Junction.

A request to the Department for Transport regarding a 15mph limit is being prepared for submission by March 2020.

A winter safe speeds campaign is to be delivered in partnership with CoLP.

Conclusion

19. 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)

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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


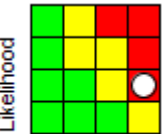

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DBE Corporate & Departmental Risks *(Planning & Transportation Committee)*

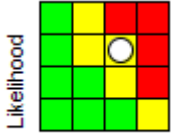
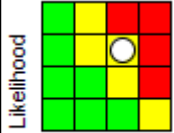

APPENDIX 2

Report Author: Richard Steele

Generated on: 27 November 2019

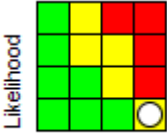
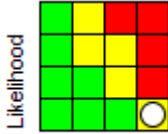

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
CR20 Road Safety 23-Oct-2015 Carolyn Dwyer Page 245	<p>Cause: Limited space on the City’s medieval street network to cope with the increased use of the highway by vehicles, pedestrians and cyclists within the City of London. Interventions and legal processes take time to deliver SAFELY AND EFFECTIVELY</p> <p>Event: The City Corporation’s statutory duties and the measures outlined in the Transport Strategy are not fully and effectively implemented.</p> <p>Effect:</p> <ul style="list-style-type: none"> •The number of casualties occurring on the City’s streets rises or remains unchanged instead of reducing •The safety and feeling of safety of the City’s communities is adversely affected (Corporate Plan Outcome 1) •Physical or mental harm suffered by those involved in collisions and their associates •Economic costs of collisions impact on INDIVIDUALS, City businesses and wider society •The City Corporation’s ABILITY TO IMPROVE ROAD SAFETY is adversely impacted with businesses and/or the public BY VIRTUE OF A LOSS OF CREDIBILITY AND/OR AUTHORITY <p>(revised risk description 27/6/19)</p>	 <p>Likelihood</p> <p>Impact</p>	24	The risk assessment is unchanged, reflecting the probability that a fatality is fairly likely to occur while mitigation measures are being implemented. 19 Nov 2019	 <p>Likelihood</p> <p>Impact</p>	16	31-Mar-2022	 Constant

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
CR20l Road danger reduction and Vision Zero	A programme of projects to reduce road danger on the City's streets including: <ul style="list-style-type: none"> • Bank on Safety and All Change at Bank • RDR engineering programme • 15mph traffic limit • Ludgate Circus (lead by TfL) 	TfL will deliver changes to Ludgate Circus in December. Bank on Safety interim scheme expected to begin delivery in January 2020. Continuing to engage with TfL on improvements to the junction at Bevis Marks/Wormwood and Bishopsgate and the Fenchurch Street/Lombard Street/Gracechurch Street Junction. Speed surveys undertaken to inform development of 15mph limit, request to DfT being prepared for submission by March 2020. Feasibility designs completed for improvements to Gresham Street/Old Jewry, Creechurch Lane/Leadenhall/ St and Gresham Street/Wood Street.	Zahur Khan	19-Nov-2019	31-Mar-2022
CR20m Road Danger Reduction campaigns and engagement	Campaigns and engagement activities to encourage safe behaviours and promote safe vehicles, including: <ul style="list-style-type: none"> • Active City Network • User and stakeholder liaison • Schools programme 	Over 150 people are expected to attend an ACN event to engage businesses and workers on how to make the City's streets safer and more attractive places to walk and cycling, including encouraging more considerate cycling. Held 'clocks go back' safe cycling event in partnership with the City of London Police (CoLP) and Thames Tideway, engaging over 1000 people. Running a series of roadside cycle maintenance workshops to teach people how to maintain bikes, including brakes. Developing a winter safe speeds campaign to be delivered in partnership with CoLP.	Zahur Khan	19-Nov-2019	31-Mar-2022

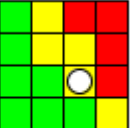
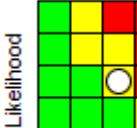

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
DBE-PP-01 Adverse planning policy context 06-Mar-2015 Paul Beckett	Cause: A desire in Government 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		12	<p>Whilst this risk (at 12) is above appetite (8) to reduce the risk to appetite would require increased engagement by the City Corporation’s Senior Members with Government, Opposition and the GLA to ensure that national and strategic policy is always appropriate for the City.</p> <p>We continue to monitor draft regulations to ensure they reflect or adapted to accord with City Corporation priorities.</p> <p>The City Corporation has made its case on outstanding matters in the Draft London Plan at the Examination in Public earlier this year. The Inspectors' Panel Report has been published and recommended changes are broadly favourable.</p> <p>A final version NPPF published in July 2018 did not address all the City's concerns and subsequent proposed relaxations of Permitted Development Rights cause further concerns. These have been reiterated to Government in response to the public consultation. There have been no significant changes since though some may follow the General Election.</p> <p>The new Housing Delivery Test is not appropriate to the City’s circumstances. However, it was applied to the City and recent housing delivery has not met Government targets. The City Corporation agreed an Action Plan in July 2019. Housing delivery is expected to exceed targets in the next few years. The 2019 Test results have been delayed by Election purdah.</p> 25 Nov 2019		12	31-Dec-2020	 Constant

Action no,	Action description	Latest Note	Action	Latest Note	Due Date
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Title,			owner	Date	
DBE-PP-01a Business as usual mitigating controls	(1) Ongoing monitoring of government regulations; (2) continue monitor progress of, and seek to influence, forthcoming legislation	<p>Whilst this risk (at 12) is above appetite (8) to reduce the risk to appetite would require increased engagement by the City Corporation's Senior Members with Government, Opposition and the GLA to ensure that national and strategic policy is always appropriate for the City.</p> <p>We continue to monitor draft regulations to ensure they reflect or adapted to accord with City Corporation priorities.</p> <p>The City Corporation has made its case on outstanding matters in the Draft London Plan at the Examination in Public earlier this year. The Inspectors' Panel Report has been published and recommended changes are broadly favourable.</p> <p>A final version NPPF published in July 2018 did not address all the City's concerns and subsequent proposed relaxations of Permitted Development Rights cause further concerns. These have been reiterated to Government in response to the public consultation. There have been no significant changes since though some may follow the General Election.</p> <p>The new Housing Delivery Test is not appropriate to the City's circumstances. However, it was applied to the City and recent housing delivery has not met Government targets. The City Corporation agreed an Action Plan in July 2019. Housing delivery is expected to exceed targets in the next few years. The 2019 Test results have been delayed by Election purdah.</p>	Paul Beckett	25-Nov-2019	31-Dec-2020

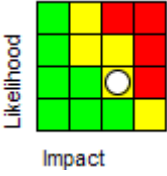
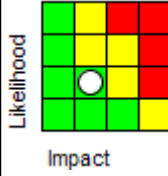

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
DBE-02 Service/Pipe Subways 02-Dec-2015 Ian Hughes; Giles Radford	Cause: Provide safe access 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	No further update 27 Nov 2019	Likelihood  Impact	8	31-Dec-2019	 Constant

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DBE-02a Business As Usual Mitigations 6 Dec 2019	<p>Confined space working is avoided when possible.</p> <p>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</p> <p>All openings are controlled through a central booking system. A subway must not be entered if permission to do so has been refused.</p> <p>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.</p> <p>All works and operatives entering the pipe subway must comply with the code of practice for access and safe working in local authority subways.</p> <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>	All business as usual mitigations have been reviewed, they are very much current and continue to work effectively	Giles Radford	01-Mar-2019	31-Dec-2019

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 District Surveyor's (Building Control) Division becomes too small to be viable 25-Mar-2015 Gordon Roy	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	8	The risk is unchanged. Following changes in the market and delay in the publication of the Governments review of the recommendations following the publication of the Hackett Report following the Grenfell fire (which may be further delayed as a result of the General Election) it is now our intention to take a revised report regarding the Business Plan to Summit Group in the spring. 19 Nov 2019	 Likelihood Impact	8	31-Dec-2020	 Constant

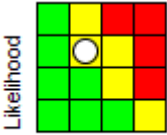
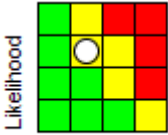

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Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DBE-DS-01a	Business as usual mitigating controls (1) Continue to provide excellent services [evidenced by customer survey]; (2) Maintain client links with key stakeholders; (3) Continue to explore new income opportunities; (4) Continue to undertake cross-boundary working.	Business as usual controls have been reviewed and are still appropriate and effective.	Gordon Roy	19-Nov-2019	31-Dec-2020
DBE-DS-01c	Business Plan development	Following approval of Summit Group, a Business Plan is being developed and to be presented to members for consideration later this year. Following changes in the market and delay in the publication of the Governments review of the recommendations following the publication of the Hackett Report following the Grenfell fire (which may be further delayed as a result of the General Election) it is now our intention to take a revised report regarding the Business Plan to Summit Group in the spring. The due date for this action has been adjusted accordingly.	Gordon Roy	19-Nov-2019	31-Mar-2020

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-06 S106 Controls Nov-2018 Annie Hampson	Cause: Disjointed control mechanisms in relation to processing and monitoring S106 agreements. Event: Failure to implement Audit recommendations. Effect: Loss of funds; non-compliance with agreements and reporting; potential reputational damage		8	The risk has been reviewed and remains unchanged at Amber. The Audit Review has been worked through and most of the recommendations within it have been implemented. A S106/CIL report was presented to the October Planning & Transportation Committee and there is now greater oversight by officers and Members. The Chamberlain's team are continuing to keep separate financial records (including on CBIS). 19 Nov 2019		4	31-Mar-2020	 Constant

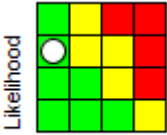
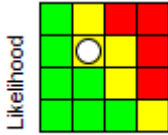

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Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DBE-PL-06b	Obtain approval for data capture.	A S106/CIL report was presented to the October Planning & Transportation Committee. This resulted in a number of questions including public access/transparency. The Exacom system is now acknowledged as representing the best means of achieving public access/transparency and the method of implementing this is being sought. The due date for this action has been updated accordingly.	Annie Hampson	19-Nov-2019	31-Mar-2020
DBE-PL-06c	Interaction with software supplier & Chamberlain's Finance	There is a need to (a) import data from CBIS into Exacom to ensure that it contains up to date expenditure and allocation information; and (b) prepare the necessary budget reports from Exacom.	Annie Hampson	19-Nov-2019	31-Mar-2020

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	The risk has been reviewed and is assessed as unchanged, there continues to be uncertainty regarding the wider economic situation and in particular Brexit and the forthcoming General Election. 18 Nov 2019	 Likelihood Impact	6	31-Dec-2020	 Constant

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Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DBE-PL-02a	Business as usual mitigating controls (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) To work closely with the development industry, the City Property Association and hold regular meetings with City agents. (3) Participation at MIPIM.	The Business As Usual controls have been reviewed and we continue to work closely with the development industry, the City Property Association and hold regular meetings with City agents. These controls, which have been implemented, are appropriate and effective.	Annie Hampson	18-Nov-2019	31-Dec-2020

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 Bruce McVean	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	3	This risk rating and score has not changed. It remains possible that the 2020/21 LIP allocation will be lower than currently budgeted. The impact of this is expected to be minor. Any reduction in LIP funding is likely to be relatively small, particularly in comparison to the overall budget for delivering key projects, including TfL Liveable Neighbourhood funding. 25 Nov 2019	 Likelihood	6	31-Mar-2020	 Constant

Action no, Title	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DBE-TP-03a Annual Spending Submission	Send Annual Spending Submission to TfL	2020/21 Annual Spending Submission submitted to TfL. Action dates reset for the 2021/22 submission.	Bruce McVean	26-Nov-2019	29-Nov-2020
DBE-TP-03b TfL meetings	Conduct quarterly meetings with TfL-	Quarterly meetings being held as required.	Bruce McVean	25-Nov-2019	31-Mar-2020
DBE-TP-03c TfL Bid Process	Submit bid(s) in line with TfL timetable (e.g. Liveable Neighbourhoods)	No bid this year due to ongoing delivery of City Cluster Liveable Neighbourhood. Participation in future bidding rounds will be kept under review. Action date reset for next year.	Bruce McVean	26-Nov-2019	30-Nov-2020

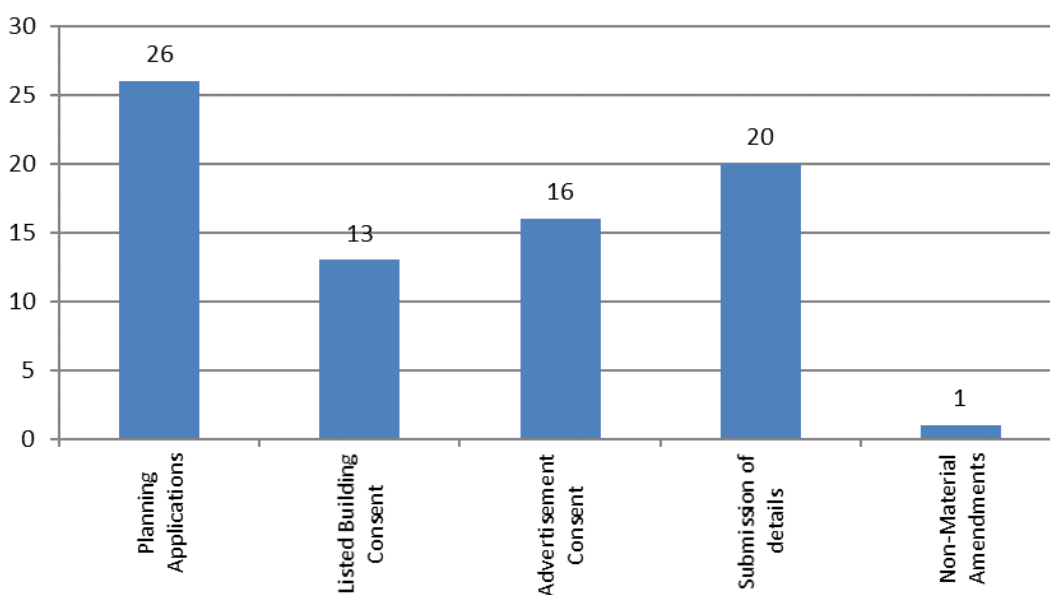
Committee(s)	Dated:
Planning and Transportation	12th December 2019
Subject: Delegated decisions of the Chief Planning Officer and Development Director	Public
Report of: Chief Planning Officer and Development Director	For Information

Summary

Pursuant to the instructions of your Committee, I attach for your information a list detailing development and advertisement applications determined by the Chief Planning Officer and Development Director or those so authorised under their delegated powers since my report to the last meeting.

In the time since the last report to Planning & Transportation Committee Eighty-two (82) matters have been dealt with under delegated powers. Twenty (20) relate to conditions of previously approved schemes. Thirteen (13) relate to Listed Buildings and sixteen (16) applications for express consent to display advertisements. Twenty-six (26) full applications have been approved which included Nine (9) change of uses and 3,520sq.m of floorspace have been created.

Breakdown of applications dealt with under delegated powers



Details of Decisions

Registered Plan Number & Ward	Address	Proposal	Decision & Date of Decision	Applicant/ Agent
19/00958/LBC Aldersgate	411 Lauderdale Tower Barbican London EC2Y 8NA	Relocation of existing door and installation of a shallow false ceiling in the shower/WC.	Approved 24.10.2019	Mr & Mrs Michael and Melissa Collett
19/00904/FULL Aldgate	133 Houndsditch London EC3A 7BX	Change of use of part third floor from office (Class B1) to a flexible use for training, conference meeting and co-working space with ancillary facilities (Class D1), or for office (Class B1) purposes (1500sq.m GIA).	Approved 29.10.2019	Etc.venues
19/00907/MDC Aldgate	Site Bounded By 19-21 & 22 Billiter Street, 49 Leadenhall Street, 108 & 109-114 Fenchurch Street, 6-8 & 9-13 Fenchurch Buildings London EC3	Submission of details of impact studies of the existing water supply infrastructure (in consultation with Thames Water) pursuant to condition 16 of planning permission dated 29th May 2014 (13/01004/FULEIA).	Approved 07.11.2019	Vanquish Properties (UK) Limited Partnership
19/00948/LDC Aldgate	Outside 69 Leadenhall Street London EC3A 2BG	Details of the design of the proposed brass door cover and inscription pursuant to condition 2a of listed building consent 18/00977/LBC dated 15 November 2018.	Approved 31.10.2019	City of London Corporation
19/00998/LBC Aldgate	6 Lloyd's Avenue London EC3N 3AX	Erection of internal partitions at fourth floor level	Approved 29.10.2019	Central London Lloyds Avenue Limited

19/00936/FULL Bassishaw	Shelley House 3 Noble Street London EC2V 7EE	Application under Section 73 of the Town and Country Planning Act to vary condition 9 (Approved plans) of planning permission dated 5th July 2018 (18/00288/FULL) to enable minor material amendments to include: changes to the size and location of the BMU and alterations to roof blade.	Approved 31.10.2019	MEAG
19/00715/MDC Bassishaw	Garrard House 31 Gresham Street London EC2V 7QA	Particulars and samples of the materials to be used on the external faces of the building including external ground and upper level surfaces.	Approved 29.10.2019	Avison Young
19/00243/MDC Bishopsgate	19-33 Liverpool Street London EC2M 7PD	Details of particulars and samples of materials to be used on all external faces of the building pursuant to condition 7(a) of planning permission dated 29 August 2019 (19/00502/FULL)	Approved 05.11.2019	British Land Company PLC
19/00852/FULL Bishopsgate	Broadgate Circle London EC2M 2QS	Use of Broadgate Circle for a temporary Christmas forest with bar, food trucks, pergola, seating and ancillary facilities.	Approved 24.10.2019	Exchange Square Management Limited
19/01108/PODC Bishopsgate	1-2 Broadgate London EC2M 2QS	Submission of Local Training Skills and Job Brokerage Strategy (Demolition) pursuant to Schedule 3 Paragraph 3.1 of section 106 Agreement dated 28 March 2019 associated planning application reference 18/01065/FULEIA.	Approved 12.11.2019	Bluebutton Properties UK Limited

19/00906/FULL Bishopsgate	1 Broadgate Circle London EC2M 2QS	Removal and replacement of the existing kiosk window with a single door.	Approved 22.10.2019	Hakkasan Group
19/00941/FULL Bishopsgate	Brushfield House 12 Brushfield Street London E1 6AN	Change of Use of the building from Class D1 (cosmetic clinic) to Class B1 (Office) (233sq.m).	Approved 07.11.2019	The Hendrie Foundation
19/00955/ADVT Bishopsgate	152 -154 Bishopsgate London EC2M 4LN	Installation and display of (i) one internally illuminated fascia sign measuring 0.3m high by 0.97m wide at a height above ground of 3.96m; (ii) one internally illuminated fascia sign measuring 0.3m high by 0.97m wide at a height above ground of 3.16m; (iii) one internally illuminated fascia sign measuring 0.3m high by 0.97m wide at a height above ground of 3.8m; (iv) one non-illuminated fascia sign measuring 0.15m high by 2.48m wide at a height above ground of 3.78m; (v) one non-illuminated fascia sign measuring 0.1m high by 1.6m wide at a height above ground of 2.82m; (vi) one internally illuminated projecting sign measuring 0.5m high by 0.5m wide at a height above ground of 2.97m and (vii) one internally illuminated projecting sign measuring 0.5m high by 0.5m wide at a height above ground of 3.23m.	Approved 12.11.2019	Leon

19/00962/ADVT Bishopsgate	107-108 Houndsditch London EC3A 7BD	Installation and display of (i) one externally illuminated fascia sign measuring 0.45m high by 3.09m wide at a height above ground of 3.59m; (ii) one externally illuminated projecting sign measuring 0.6m high by 0.6m wide at a height above ground of 3.64m; (iii) one internally fascia sign measuring 3.43m high by 1.12m wide.	Approved 12.11.2019	Mitchell & Butler
19/00969/FULL Bishopsgate	Finsbury Avenue Square London EC2M 2AN	Erection of a temporary walk-through Christmas bauble lighting structure and associated works.	Approved 12.11.2019	Exchange Square Managemen t Limited
19/00970/ADVT Bishopsgate	Finsbury Avenue Square London EC2M 2AN	Installation and display of (i) four non illuminated signs measuring 0.08m high by 0.76m wide comprising vinyl text on fibreglass baubles.	Approved 12.11.2019	Exchange Square Managemen t Limited
19/01039/FULL Bishopsgate	16 - 17 Devonshire Square London EC2M 4SQ	Installation of a new door and louvre in place of the existing window and door at lower ground floor level.	Approved 19.11.2019	Morgan Lovell
19/01074/NMA Bishopsgate	Exchange Square London EC2A 2BR	Non-material amendment under Section 96A of the Town and Country Planning Act to planning permission dated 23 May 2019 (19/00214/FULL) to for the removal of the cutaway and its replacement with natural stone paving.	Approved 31.10.2019	Bluebutton Properties UK Ltd
19/00927/DPAR Bridge and Bridge Without	9 - 10 Philpot Lane London EC3M 8AA	Application for determination under Class C, Part 3 of Schedule 2 of the Town and Country Planning	Prior Approval Given 22.10.2019	Terra-Cotta Warriors Ltd

		(General Permitted Development) (England) Order 2015 (as amended) whether Prior Approval is required for change of use of part ground floor from Class A1 (shop) to Class A3 (restaurant).		
19/01015/ADVT Bridge and Bridge Without	2A Eastcheap London EC3M 1AA	Installation and display of: i) one externally illuminated fascia sign measuring 0.35m in height by 2.47m in width situated at a height of 3m above ground level; ii) one non-illuminated fascia sign measuring 0.13m in height by 2m in width situated at a height of 3m above ground level; and iii) one externally illuminated projecting sign measuring 0.6m in height by 0.6m in width situated at a height of 3.23m above ground level.	Approved 21.11.2019	Pret A Manger (Europe) Limited
19/01017/LBC Bridge and Bridge Without	2A Eastcheap London EC3M 1AA	Installation of one externally illuminated fascia sign, one non-illuminated fascia sign and one externally illuminated projecting sign; and internal alterations.	Approved 21.11.2019	Pret A Manger (Europe) Limited
19/00840/ADVT Broad Street	19 Great Winchester Street London EC2N 2JA	Installation and display of one internally illuminated projecting sign measuring 0.3m high by 0.6m wide situated at a height above ground of 2.75m.	Approved 29.10.2019	Fiducia Interiors Ltd
19/00861/FULL Broad Street	85 London Wall London EC2M 7AD	i) Creation of a roof terrace; ii) cladding of the existing lift overrun, the northern elevation of the	Approved 24.10.2019	Santander (CF Trustee) Ltd & Santander

		existing plant room and part of the northern and southern elevations of the existing plant enclosure; iii) alteration of the lower ground floor fenestration on the south elevation and iv) replacement of ground floor access doors on the east and north elevations.		
19/00929/FULL Broad Street	64 London Wall London EC2M 5TP	Change of use of the third floor from office (Class B1) to a flexible use for either office (Class B1) or medical use (Class D1). (106sq.m).	Approved 22.10.2019	M1 Med Beauty UK Ltd.
19/00523/FULL Candlewick	29 Martin Lane London EC4Y 0DJ	Alterations and refurbishment works to include a combination of the replacement or restoration of windows; the replacement of skylights; the replacement of the side access door; the repair and where necessary the replacement of the mansard roof, bell tower roof structure and brickwork; the restoration of the clock; the insertion of intake and exhaust grilles and louvres at lower ground floor level; removal of the modern iron grilles to the lower and ground floor windows; installation of a new roof hatch; and the replacement of the modern front porch hand rail.	Approved 21.11.2019	HGG London Limited
19/00524/LBC Candlewick	29 Martin Lane London EC4Y 0DJ	Alterations and refurbishment works to include externally, a combination of the	Approved 21.11.2019	HGG London Limited

		<p>replacement or restoration of windows; the replacement of skylights; the replacement of the side access door; the repair and where necessary the replacement of the mansard roof, bell tower roof structure and brickwork; the restoration of the clock; the insertion of intake and exhaust grilles and louvres at lower ground floor level; removal of the modern iron grilles to the lower and ground floor windows; installation of a new roof hatch; and the replacement of the modern front porch hand rail. Internally, the removal of all redundant plant equipment and at lower ground floor level the insertion of new plant in addition to shower/toilet facilities, a kitchenette, bicycle store and lockers; the reinstatement of the ground floor plan; removal of 1970s and 1980s partitions at first, second, third and fourth floors; removal of chimney breasts in the mansard third and fourth levels; demolition of non-historic spiral staircase adjacent to the bell tower with retention of its memory, to allow for the housing of new service riser and storage space; replacement staircase between third and fourth floors; creation of part-floor void at fourth level;</p>		
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		repair of clock mechanism; and reconfiguration of the bell tower upper section.		
19/00748/MDC Candlewick	15 Abchurch Lane London EC4N 7BW	Submission of details of measures to minimise transmission of structure borne sound or vibration from new plant and an Air Quality Report pursuant to conditions 3 and 4 of planning permission dated 6 September 2018 (18/00719/FULL).	Approved 22.10.2019	Royal Philatelic Society London
19/00911/LBC Candlewick	123 Cannon Street London EC4N 5AX	Internal alterations, external alterations, installation of signage and associated works.	Approved 19.11.2019	Pret A Manger (Europe) Ltd
19/00912/ADVT Candlewick	123 Cannon Street London EC4N 5AX	Installation and display of i) one externally illuminated projecting sign measuring 0.6m high by 0.6m wide at a height above ground of 2.75m.	Approved 19.11.2019	Pret A Manger (Europe) Limited
19/00890/ADVT Castle Baynard	60 Fleet Street London EC4Y 1JU	Installation and display of: i) one internally illuminated projecting sign measuring 0.8m in height by 0.8m in width situated at a height of 3.8m above ground level; and ii) one internally illuminated fascia sign measuring 0.4m in height by 1.3m in width situated at a height of 3.8m above ground level.	Approved 22.10.2019	Cascade Caterers Ltd
19/00919/ADVT Castle Baynard	St Paul's Cathedral St Paul's Churchyard London EC4M 8AD	Installation and display of five advertising hoardings measuring (i) 2.4m high by 14m wide (ii) 2.4m high by 20.5m wide (iii) 2.4m high by 6m wide (iv) 2.4m high by 17.5m wide	Approved 14.11.2019	Caroe Architecture Ltd

		(vi) 2.4m high by 3.0m wide (vii) 2.4m high by 13.2m wide all situated at ground floor level.		
19/01023/FULL Castle Baynard	St Paul's Cathedral St Paul's Churchyard London EC4M 8AD	Installation of two tap-to-donate points on the existing wooden hoarding across the North Precinct and North Churchyard for a temporary period until 30 June 2020.	Approved 21.11.2019	Caroe Architects Limited
19/01075/ADVT Castle Baynard	10 Godliman Street London EC4V 5AJ	Installation and display of four internally illuminated fascia signs measuring: (i) two at 0.5m high by 8.5m wide; (ii) one at 0.5m high by 8.65m wide; and (iii) one at 0.6m high by 8.7m wide all at a height above ground of 5.26m.	Approved 19.11.2019	Astley
19/00772/FULL Cheap	2 Gresham Street London EC2V 7QP	External refurbishment works, including: the refurbishment of both entrances at Gresham Street and St Martins le Grand, replacement of the ground floor corner windows and removal of the granite plinth fronting Gresham Street, a new cycle ramp, replacement loading bay doors and a new roof terrace.	Approved 05.11.2019	St Martin's Property Investments
19/00953/MDC Cheap	1-3, 4, 5, 7 & 8 Fredericks Place & 35 Old Jewry London EC2R 8AE	Submission of a noise impact assessment pursuant to condition 13 (in part) of planning permission dated 04.10.2016 (app. no. 15/01308/FULL).	Approved 19.11.2019	The Mercers' Company

<p>19/00735/FULL Coleman Street</p>	<p>1 Ropemaker Street London EC2Y 9AW</p>	<p>Alterations to Level 8 east terrace to include removal existing projecting (non-structural) columns, installation of 1.3m high glass balustrade, timber decking, planters and seating, new double doors and a louvred plant enclosure to accommodate future plant. Installation of internal link bridges at levels 6 and 7 with adjoining staircase. Installation of five internal terraces onto the atrium at levels 6, 7 and 8 with associated alterations. Alterations to ground floor entrance on the City Plaza facade to include replacement of the glass cladding (creating 9sq.m floorspace) and installation of new sliding entrance doors.(Total of 342 sqm floorspace created)</p>	<p>Approved 14.11.2019</p>	<p>Wavegrange Ltd</p>
<p>19/00793/FULL Coleman Street</p>	<p>120 Moorgate London EC2M 6UR</p>	<p>Shopfront alterations to include installation of an automatic door, two new external ATM machines, one external CCTV camera adjacent to the ATM.</p>	<p>Approved 19.11.2019</p>	<p>Barclays plc</p>
<p>19/00824/FULL Coleman Street</p>	<p>120 Moorgate London EC2M 6UR</p>	<p>Shopfront alterations to include installation of an automatic door, two new external ATM machines, one external CCTV camera adjacent to the ATMs, and three shopfront window mullions to be removed and replaced with glazing.</p>	<p>Approved 19.11.2019</p>	<p>Barclays plc</p>

19/00825/ADVT Coleman Street	120 Moorgate London EC2M 6UR	Installation and display of; (i) one set of internally illuminated lettering with white back fascia panel measuring 0.4 m high by 3.218 m wide at a height of 3.79m above ground level; (ii) one internally illuminated projecting sign lettering on a white panel measuring 0.657 m high by 0.657 m wide at a height of 3.7m above ground level; (iii) two internally illuminated ATM machines signs.	Approved 19.11.2019	Barclays plc
19/00932/ADVT Coleman Street	Units 2 & 3 15 Basinghall Street London EC2V 5BR	Installation and display of one externally illuminated projecting sign measuring 0.6m high, 0.6m wide, at a height above ground of 2.795m.	Approved 14.11.2019	Pret A Manger (Europe) Limited
19/00938/FULL Coleman Street	120 Moorgate London EC2M 6UR	Amalgamation of two units at ground floor level on the South Place facade and change of use from Class A1 (shop) and Class A2 (financial and professional services) use to Sui Generis (gym/shop/cafe) use (total 312 sqm floorspace).	Approved 14.11.2019	120 Moorgate Luxembourg Sarl
19/00942/FULL Coleman Street	30-34 Moorgate London EC2R 6DA	Change of use of part fourth floor (Rooms 4.19 and 4.20) from Class B1 (office) to a flexible use for either Class B1 (office) or Class D1 (non-residential institutions) (10.8sq.m).	Approved 31.10.2019	Mr Gaurav Sabharwal
19/00483/ADVT Cordwainer	60 Cheapside London EC2V 6AX	Installation and display of i) one internally illuminated fascia sign measuring 0.97m in height x 5.2m in width	Approved 19.11.2019	Health Retail Limited

		situated at a height of 2.7m above ground level; ii) one internally illuminated fascia sign measuring 0.97m in height x 6m in width situated at a height of 2.65m above ground level; and iii) two internally illuminated projecting signs measuring 0.65m in diameter situated at a height of 2.8m above ground level.		
19/00985/FULL Cordwainer	Watling House 33 Cannon Street London EC4M 5SB	Installation of four condenser units at roof level.	Approved 07.11.2019	Blackrock
19/00882/MDC Cornhill	Unit 13-14 (Ground Floor) The Courtyard Royal Exchange London EC3V 3LQ	Submission of a scheme for protecting nearby residents and commercial occupiers from noise and dust pursuant to condition 2 of planning permission dated 15th August 2019 (19/00605/FULL).	Approved 22.10.2019	DP9 Ltd
19/00975/DPAR Cornhill	55 Bishopsgate London EC2N 3AS	Determination under Part 16 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) as to whether prior approval is required for a new rooftop telecommunications base station comprising of 6no. antennas, 15no. RRUs, 1no. GPS module, 3no. equipment cabinets and associated ancillary works.	Prior Approval Given 14.11.2019	Telefonica (UK) Limited

19/00275/MDC Cripplegate	Former Richard Cloudesley School Golden Lane Estate London EC1Y	Details of any roof-top structures/enclosures pursuant to condition 20 of planning permission 17/00770/FULL dated 19th July 2018.	Approved 29.10.2019	ISG
19/00923/PODC Cripplegate	Bernard Morgan House 43 Golden Lane London EC1Y 0RS	Submission of the Cycling Promotion Plan pursuant to Schedule 3 Paragraph 9 of the Section 106 Agreement dated 30 August 2017 (Planning Application Reference 16/00590/FULL).	Approved 24.10.2019	Taylor Wimpey UK Limited
19/00925/LBC Cripplegate	53 Andrewes House Barbican London EC2Y 8AX	Alterations to internal doors and associated glazed panels.	Approved 22.10.2019	Mr Charles-Etienne Lawrence
19/00887/LBC Dowgate	The Bell Public House 29 Bush Lane London EC4R 0AN	Refurbishment of the WCs at ground and basement levels.	Approved 12.11.2019	Ei Group Plc
19/00967/FULL Dowgate	68 - 70 Cannon Street London EC4N 6AE	Change of use of the basement and part of the ground floor from sui generis (betting shop) to D2 (circuits studio) (165sq.m).	Approved 19.11.2019	Starboard PM Ltd
18/01294/XRAIL Farringdon Within	Site Bounded by Lindsey Street, Hayne Street, Long Lane & Charterhouse Street London EC1	Details of worksite restoration Scheme Smithfield Market Car Park Land Plot 13 pursuant to Schedule 5 Paragraph 2 (1) to the Crossrail Act 2008	Approved 05.11.2019	Crossrail Limited

18/01295/XRAIL Farringdon Within	Site Bounded by Lindsey Street, Hayne Street, Long Lane & Charterhouse Street London EC1	Details of worksite restoration Scheme Smithfield Market Car Park Worksite pursuant to Schedule 7 Paragraph 11 (2) of the Crossrail Act 2008	Approved 05.11.2019	Crossrail Limited
19/00546/ADVT Farringdon Within	66 Long Lane London EC1A 9RQ	Installation and display of: (i) one non-illuminated fascia sign measuring 0.4m high by 2.18m wide at a height of 3.24m above ground and (ii) one non-illuminated projecting sign measuring 0.375m high by 0.6m wide at a height of 3.32m above ground.	Approved 24.10.2019	Vapourcore Retail Ltd
19/00733/FULL Farringdon Within	10 Carthusian Street London EC1M 6EB	Change of use at ground floor and basement levels from a Cafe (A3) to a Sui Generis use (Nail and Beauty Salon) (77sq.m)	Approved 24.10.2019	Mr Duy Khanh Tran
19/01010/MDC Farringdon Within	6 Middle Street London EC1A 7JA	Submission of a Site Environmental Plan pursuant to condition 2 of planning permission 19/00623/FULL	Approved 21.11.2019	Trust For London
19/01011/FULL Farringdon Within	33 Black Friars Lane London EC4V 6EP	Change of use from restaurant /bar (Class A3/A4) use to a flexible use for either office (Class B1a) or non-residential institutions (Class D1) or assembly and leisure (Class D2) uses at the ground and lower ground floor levels (600sq.m).	Approved 21.11.2019	E&A Securities

19/01029/MDC Farringdon Within	Land Bounded by Charterhouse Street, Lindsey Street, Long Lane And Hayne Street London EC1	Submission of details of a noise assessment pursuant to condition 19 of appeal decision (reference APP/K5030/A/15/306999 1) dated 20/01/2016.	Approved 19.11.2019	Helical
18/01182/MDC Farringdon Without	3- 5 Norwich Street London EC4A 1EJ	Submission of details: (a) particulars and samples of materials to be used on the external faces of the building; (b) proposed new facade(s); (c) typical bay of the development; (d) ground floor elevations; (e) ground floor office entrance(s); (f) flank wall(s); (g) windows and external joinery; (h) soffits, hand rails and balustrades; (i) alterations to the existing facade(s); (j) junctions with adjoining premises; (k) integration of window cleaning equipment and the garaging thereof, plant, flues, fire escapes and other excrescences at roof level; and (l) ground level surfaces pursuant to condition 5 a, b, c, d, e, f, g, h, i, j, k and l (all in part) of planning permission 17/01273/FULL dated 26 October 2018.	Approved 29.10.2019	Scopus Holdings Ltd
19/00707/FULL Farringdon Without	Dickens House 15 Took's Court London EC4A 1LB	Installation of two condenser units on the rear flat roof to provide comfort cooling and associated renovation and updating of services and internal alterations.	Approved 22.10.2019	Milner Investments Heckmondwike Limited

19/00708/LBC Farringdon Without	Dickens House 15 Took's Court London EC4A 1LB	Renovation and updating of services; alterations to non-original partitions and addition of comfort cooling with two condenser units on rear flat roof.	Approved 22.10.2019	Milner Investments Heckmondwike Limited
19/00860/MDC Farringdon Without	90 Fetter Lane London EC4A 1EN	Submission of a post construction BREEAM assessment pursuant to condition 6 of planning permission 16/00299/FULMAJ dated 26.10.16.	Approved 24.10.2019	90 FL LLP
19/00963/MDC Farringdon Without	Barnards Inn 86 Fetter Lane London EC4A 1EQ	External materials pursuant to condition 3(a) of planning permission 18/00369/FULL dated 12 July 2018.	Approved 29.10.2019	Avison Young
19/00968/TCA Farringdon Without	Inner Temple Garden Crown Office Row London EC4Y 7HL	Remove Mespilus germanica (Medlar) and replace with a larger tree with more seasonal interest.	No objections to tree works - TCA 24.10.2019	The Honourable Society of The Inner Temple
19/00650/FULLR3 Langbourn	Leadenhall Market London EC3	The use of part of the private roadway for the placing out of market stalls.	Approved 29.10.2019	City of London Corporation
19/00896/LBC Langbourn	Unit 2 Lime Street & 63 Lime Street Passage London EC3M 7AN	(i) Internal alterations comprising of: removal and replacement of partitions, removal of fixtures and fittings, replacement wall and floor finishes, kitchen fit out and associated internal works; and (ii) Installation and display of: (i) one non-illuminated fascia sign measuring 0.5m high by 6.3m wide at a height above ground of 4.5m; (ii) one non-illuminated fascia sign	Approved 22.10.2019	Pret A Manger (Europe) Limited

		measuring 0.45m high by 3.19m wide at a height above ground of 3.78m; (iii) one non-illuminated projecting sign measuring 0.4m high by 0.65m wide at a height above ground of 2.6m; and (iv) one externally illuminated projecting sign measuring 0.6m high by 0.6m wide at a height above ground of 3.38m.		
19/00897/ADVT Langbourn	Unit 2 Lime Street & 63 Lime Street Passage London EC3M 7AN	Installation and display of: (i) one non-illuminated fascia sign measuring 0.5m high by 6.3m wide at a height above ground of 4.5m; (ii) one non-illuminated fascia sign measuring 0.45m high by 3.19m wide at a height above ground of 3.78m; (iii) one non-illuminated projecting sign measuring 0.4m high by 0.65m wide at a height above ground of 2.6m; and (iv) one externally illuminated projecting sign measuring 0.6m high by 0.6m wide at a height above ground of 3.38m.	Approved 22.10.2019	Pret A Manger (Europe) Limited
19/00997/ADVT Langbourn	120 Fenchurch Street London EC3M 5AL	Installation of a projecting sign with internal illumination to the lettering only measuring 0.5m high by 0.676m wide at a height of 3.829m above ground level.	Approved 14.11.2019	Wagamama
16/00075/FULEIA Lime Street	1 Undershaft London EC3P 3DQ	Demolition of the existing buildings and construction of a ground plus 72 storey building (304.94m AOD) for office use (Class B1)	Approved 08.11.2019	Aroland Holdings Ltd

		[131,937sq.m GEA], retail (Class A1-A3) [2,178sq.m GEA] at ground and lower ground floor, a publicly accessible viewing gallery (Sui Generis) [2,930sq.m GEA] at level 71-72 and a restaurant (Class A3) [1,220sq.m] at level 70. Public Realm improvement works, ancillary basement cycle parking, servicing and plant. [Total 154,100sq.m GEA]		
19/00045/MDC Lime Street	6-8 Bishopsgate and 150 Leadenhall Street London EC3V 4QT	Submission of details of Hostile Vehicle Mitigation pursuant to condition 14 of planning permission 17/00447/FULEIA dated 13.09.2018	Approved 21.11.2019	Gerald Eve LLP
19/00821/MDC Lime Street	36 Great St Helen's London EC3A 6AP	Submission of particulars and samples of the materials to be used for all new external works; details of a screen and lid to enclose the new plant; stone details, balustrade, windows and dormers at a scale of 1:10; all alterations to the existing facade and the junctions with adjoining premises pursuant to conditions 5 (a) (b) (c) (d) and (e) of planning permission dated 14th June 2018 (17/01129/FULL).	Approved 29.10.2019	Crown Hostels (Great St Helen Hotel) Limited
19/00992/FULL Lime Street	1 Great St Helen's London EC3A 6HX	Change of use of part of the ground floor to flexible Class B1/Class A1/ Class A3 and associated works. (175sq.m gea)	Approved 14.11.2019	Hiscox Plc

19/00569/MDC Portsoken	St Botolph Without Aldgate, Aldgate High Street London EC3N 1AB	Submission of details of a scheme for protecting nearby occupiers from noise, dust and other environmental effects during the period of works, Deconstruction and Construction Logistics Plans to manage freight vehicle movements during the period of works, site survey and survey of highway and other land at the perimeter of the site, programme of archaeological work, building recording and foundation design, measures taken to protect trees in the Churchyard, pursuant to conditions 2, 3, 4, 5, 6 (in part), 7 (in part), 8 (in part) and 9 m) of planning permission approved on 15/2/2018 (application number 17/01054/FULL)	Approved 22.10.2019	The PCC of St Botolph Without Aldgate
19/01116/MDC Portsoken	Statue House 53 - 54 Aldgate High Street London EC3N 1AL	Details of an acoustic report pursuant to condition 1(iii) of appeal decision reference APP/K5030/C/18/320958 6 dated 5th June 2019.	Approved 21.11.2019	Mr Nilojan Tharmaraja h
19/00780/FULL Tower	Ibex House 42-47 Minories London EC3N 1DY	Retention of plant equipment within the basement lightwell.	Approved 21.11.2019	DP9
19/00781/LBC Tower	Ibex House 42-47 Minories London EC3N 1DY	Retention of plant equipment within the basement lightwell.	Approved 21.11.2019	DP9

19/00770/LBC Vintry	30 Cannon Street London EC4M 6XH	Installation and display of two externally illuminated fascia signs on the Bread Street elevation.	Approved 14.11.2019	Romulus City (Jersey) 1 Limited
19/00771/ADVT Vintry	30 Cannon Street London EC4M 6XH	Installation and display of two externally illuminated fascia signs one measuring 0.21m high by 1.36m wide situated at a height above ground of 2.3m and one measuring 0.21m high by 1.2m wide situated at a height above ground of 2.4m.	Approved 14.11.2019	Romulus City (Jersey) 1 Limited
19/00801/MDC Vintry	30 Cannon Street London EC4M 6XH	Submission of details of the signage and intercom system marking the step free access to the gymnasium/physiotherapy clinic pursuant to condition 2 (a) and (b) of planning permission 15/11/2018 (18/00821/FULL).	Approved 22.10.2019	Romulus City (Jersey) Limited
19/00921/LBC Walbrook	The Mansion House Mansion House Street London EC4N 8BH	Re-open existing door from north-east stairs into Programme Office on the first floor by releasing original door and re-instating door furniture	Approved 07.11.2019	City of London - City Surveyors Department
19/00977/FULL Walbrook	Scottish Provident Building 1-6 Lombard Street London EC3V 9AA	Upgrade to existing rooftop base station and ancillary equipment.	Approved 14.11.2019	Cornerstone and Vodafone Ltd
19/00978/LBC Walbrook	Scottish Provident Building 1 - 6 Lombard Street London EC3V 9AA	Upgrade to existing rooftop base station and ancillary equipment.	Approved 14.11.2019	Cornerstone and Vodafone Ltd

19/00979/TCA Walbrook	The Bank of England Threadneedle Street London EC2R 8AH	Works of pruning to four Mulberry Trees over a five year period.	No objections to tree works - TCA 24.10.2019	The Bank of England
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Agenda Item 22

Committee(s)	Dated:
Planning and Transportation	12th December 2019
Subject: Valid planning applications received by Department of the Built Environment	Public
Report of: Chief Planning Officer and Development Director	For Information

Summary

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.

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	
19/01111/FULL Aldgate	52 Lime Street, London, EC3M 7AF	Change of use of part ground floor and part basement from restaurant (Class A3) to leisure (Class D2) use (830sq.m)	21/10/2019	WRBC Decelopment UK Limited
19/01112/FULL Aldgate	52 Lime Street, London, EC3M 7AF	Use of private land for the siting of 10 tables and 20 chairs in association with the adjacent cafe (Class A3) use.	21/10/2019	WRBC Development UK Limited
19/01065/FULL Bassishaw	55 Gresham Street, London, EC2V 7HQ	Creation of a cooking area and bar at ninth floor terrace level	07/10/2019	Investec Asset Management Limited
19/01090/FULL Billingsgate	20 Eastcheap, London, EC3M 1EB	(i) Change of use of Retail Unit 2 from class A1 (basement) and sui generis Class A1/A4 (ground floor) use to Class A4 use incorporating both the	12/11/2019	Rocket Leisure Limited

		ground and basement floor of the retail unit (339 sq.m). (ii) Alterations to the existing shopfront.		
19/01107/FULL Bishopsgate	8 Devonshire Row, London, EC2M 4RH,	Installation of discharge louvre on the rear wall of the building	21/10/2019	Humble Grape Group Limited
19/01119/FULL Bishopsgate	12 - 14 Devonshire Row, London, EC2M 4RH	Change of use of fourth floor from office (Class B1) to a flexible use for either office (Class B1) or medical use (Class D1) (37.2sq.m).	23/10/2019	BCO Enterprise Limited
19/01161/FULL Bishopsgate	5 Appold Street, London, EC2A 2AG	Installation of black mesh panelling to rear of signage.	01/11/2019	Bluebutton Properties UK Ltd
19/00989/FULL Bishopsgate	Flat 6, Astral House, 129 Middlesex Street, London, E1 7JJ	Demolition of existing infilled window recesses and insertion of two new sash windows to match existing.	04/11/2019	Ms Sheikh
19/01199/FULL Bishopsgate	Broadwalk House , 5 Appold Street, London, EC2A 2AG	Installation of eight ventilation grilles on the north elevation.	19/11/2019	AIS
19/01190/FULL Bishopsgate	100 Liverpool Street & 8-12 Broadgate, London, EC2M 2RH	Change of use of part of the ground floor and part of the first floor from shop (Class A1) to a flexible use as a shop (Class A1) or assembly and leisure (Class D2) use (1,974sq.m).	21/11/2019	Bluebutton Properties UK Limited
19/01094/FULL Bread Street	4 Paternoster Square, London, EC4M 7DX	Change of use from Class A1 (retail) to a Class A3 (restaurant) (234sq.m), alterations to the shopfront comprising replacement of existing louvres with timber stallrisers and fascia.	16/10/2019	Honest Burgers Ltd

19/01150/FULL Bread Street	25 Cannon Street, London, EC4M 5TA	Re-landscaping of 25 Cannon Street Garden including: a new central water feature and associated seating; new paving and soft landscaping; new benches and associated works	30/10/2019	25 Cannon Street
19/01113/FULL Bridge And Bridge Without	5 Philpot Lane, London, EC3M 8AN	Installation of a new shopfront.	14/11/2019	Healthy Retail Limited
19/00996/FULL Broad Street	15 Austin Friars, London, EC2N 2HE	Change of use of part ground floor from office (Class B1) use to non-residential institution (Class D1) use (143sq.m).	22/10/2019	London Gynaecology Limited
19/01133/FULL Candlewick	1 King William Street, London, EC4N 7AR	Change of use of part of the lower ground from office (Class B1) to surgery dental practice (Class D1) total floorspace 202sq.m.	28/10/2019	Dr Hayder Hasen
19/01163/FULL Candlewick	24 Martin Lane, London, EC4R 0DR	Change of use of part basement from office (Class B1) use to a flexible as either office (Class B1) use or non-residential (Class D1) use (170 sq.m).	04/11/2019	Six Physio
19/01109/FULL Castle Baynard	Outside Hamilton House, 1 Temple Avenue, London, EC4Y 0HA	Installation on the traffic island of a cycle hire docking station comprising of 24 docking points and a terminal.	21/10/2019	Transport for London - Cycle Hire
19/01086/FULL Cheap	1 - 3 Frederick's Place, London, EC2R 8AE,	Alterations comprising: (i) new door design at 1 Frederick's Place; (ii) detail of lantern to 2 Frederick's Place entrance; (iii) alterations to rainwater pipes at 2 and 3	05/11/2019	The Mercer's Company

		Frederick's Place; (iv) installation of an aerial to roof of 3 Frederick's Place; and (v) removal of one external soil pipe from 3 Frederick's Place.		
19/01118/FULL Coleman Street	City Point, Ropemaker Street, London, EC2Y 9AW	Use of part of City Point Plaza for a temporary market between 3rd December to 23rd December 2019.	22/10/2019	Wavegrange Limited
19/01176/FULL Coleman Street	Salisbury House, 164 London Wall, London, EC2M 5QD	Installation of an awning.	11/11/2019	Rice Brands Ltd
19/01186/FULL Farringdon Without	Weddel House, 13-21 West Smithfield, London, EC1A 9DW	Replacement of windows above ground floor level with double-glazed metal windows to match existing.	12/11/2019	Project Horizon
19/01198/FULL Farringdon Without	King George V Block, St Bartholomew's Hospital, West Smithfield, London, EC1A 7BE	Upgrade to the existing telecommunications equipment comprising: (i) replacement of three antennas with six antennas; (ii) replacement of one 300mm dish; (iii) replacement of one cabinet with two cabinets; (iv) replacement of three Remote Amplifiers (RHA) with nine Remote Radio Units (RRU); and (vi) ancillary development thereto.	18/11/2019	Waldon Telecom Limited
19/01191/FULL Langbourn	34 Lime Street, London, EC3M 7AT	External alterations to the existing building including new paving, new external lighting and building number.	14/11/2019	Oktra Limited
19/01126/FULL Portsoken	1 Harrow Place, London, E1 7DB	Removal of the existing support poles and three existing antennas,	24/10/2019	MBNL (EE (UK) LTD

		installation of new antenna supports on the plant rooms with six antenna apertures and three 600mm transmission dishes, installation of handrails and associated ancillary works.		AND H3G (UK) LTD)
19/01106/FULL Vintry	Vintners Place , 68 Upper Thames Street, London, EC4V 3BJ	Alterations at sixth floor roof level including: (i) replacement of existing louvres within the southern elevation with new glazing and a glazed access door; (ii) partial reconfiguration of the existing rooftop plant enclosures to create additional usable terrace space; (iii) removal of stepped entrance threshold and installation of replacement glazing and entrance door to provide a new level entrance to the existing office space; (iv) reconfiguration of the existing rooftop amenity terrace incorporating new seating and planting.	21/10/2019	Vintners Propco SARL C/o Greycoat
19/01181/FULL Vintry	Warwick House, 65 - 66 Queen Street, London, EC4R 1EB	Change of use of part ground floor and part lower ground floor from office (Class B1) to retail (Class A1) use, and replacement of corner window with fully glazed door.	20/11/2019	Cooley Architects
19/01154/FULL Walbrook	1-6 Lombard Street, London, EC3V 9AA	Installation of a free standing plant deck and acoustic louvred screen enclosure at rooftop level.	01/11/2019	Bank House Trustees C/O Canada Life Ltd

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