



Local Plans Sub (Planning and Transportation) Committee

Date: THURSDAY, 23 NOVEMBER 2017
Time: 3.30 pm
Venue: COMMITTEE ROOMS - 2ND FLOOR WEST WING, GUILDHALL

Members: Christopher Hayward (Chairman)
Deputy Alastair Moss (Deputy Chairman)
Randall Anderson
Marianne Fredericks
Paul Martinelli
Alderman Gregory Jones QC
Susan Pearson
Dhruv Patel

Enquiries: Amanda Thompson
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NB: Part of this meeting could be the subject of audio or video recording

**John Barradell
Town Clerk and Chief Executive**

AGENDA

1. **APOLOGIES**

For Decision

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

For Decision

3. **MINUTES**

To approve the minutes of the meeting held on 6 October 2017.

For Decision
(Pages 1 - 4)

4. **CITY OF LONDON LOCAL PLAN REVIEW: DRAFT VISION AND OBJECTIVES**

For Decision
(Pages 5 - 12)

5. **CITY OF LONDON LOCAL PLAN REVIEW: PROPOSED CONSULTATION ARRANGEMENTS AND FORMAT OF FUTURE MEETINGS**

For Decision
(Pages 13 - 22)

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

For Decision

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

For Decision

LOCAL PLANS SUB (PLANNING AND TRANSPORTATION) COMMITTEE

Friday, 6 October 2017

Minutes of the meeting of the Local Plans Sub (Planning and Transportation) Committee held at the Guildhall EC2 at 1.45 pm

Present

Members:

Christopher Hayward (Chairman)
Randall Anderson
Marianne Fredericks

Paul Martinelli
Alderman Gregory Jones QC
Susan Pearson

Officers:

Amanda Thompson	-	Town Clerk's Department
Paul Beckett	-	Department of the Built Environment
Jonathan Blathwayt	-	Department of the Built Environment
Therese Finn	-	Department of the Built Environment
Bruce McVean	-	Department of the Built Environment
Adrian Roche	-	Department of the Built Environment
Lisa Russell	-	Department of the Built Environment
Peter Shadbolt	-	Department of the Built Environment

1. APOLOGIES

Apologies for absence were received from Alistair Moss.

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

There were no declarations of interest.

3. MINUTES

RESOLVED – That the minutes of the meeting held on 22 September 2017 be approved as a correct record.

4. CITY OF LONDON LOCAL PLAN REVIEW: DRAFT CITY PLAN 2036

The Sub-Committee received a report of the Director of the Built Environment setting out a series of short discussion papers relating to key policy issues that would need to be addressed in the Local Plan.

The Sub-Committee was also asked to provide advice on key policy directions to guide officers in the drafting of revised or new policies. The key directions arising from the discussion were:

- Plan for further office development to meet demand, including within appropriate tall buildings in the east of the City, ensuring that new offices are flexible and adaptable to meet the needs of traditional city occupiers, emerging technology sectors and the needs of SMEs.

- Provide a bespoke policy approach to deliver the Corporation's aims for Culture Mile, including making provision for new hotels where this does not impact on the City's business function.
- Aim to meet the Mayor's target for new housing in the City as set out in the revised London Plan reviewing the approach to affordable housing to increase the amount delivered in the City and requiring more on-site provision.
- Support for changes in the approach to transport, moving towards off-peak servicing, use of off-site consolidation, promoting greater permeability within buildings, considering the potential for more full or timed street closures and more planning for walking, cycling and cycling facilities.
- Support for moving towards a 'zero emission' City that addresses air quality and climate change issues, with more greening of buildings and the public realm and measures to reduce waste and the need to transport waste.
- Promote a more resilient City, encouraging smart technology and solutions, considering the potential for extensions to the pipe subway network, a greater emphasis on sustainable drainage and requiring developers to invest in security measures within buildings and in the public realm.

5. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE

There were no questions.

6. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no items of urgent business.

The meeting closed at 3.40 pm

Chairman

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Committee(s)	Dated:
Local Plans Sub (Planning and Transportation) Committee	23/11/2017
Subject: City of London Local Plan Review: Draft Vision and Objectives	Public
Report of: Carolyn Dwyer, Director of the Built Environment	For Decision
Report author: Peter Shadbolt, Department of the Built Environment	

Summary

At the Sub-Committee in September and October, Members discussed a series of key policy issues for the Local Plan as the first step in the preparation of the draft Local Plan. Members requested that further papers setting out draft policies be brought to future meetings of the Sub-Committee for discussion and agreement prior to the consideration of the full draft Local Plan by the Grand Committee in spring 2018. This report is the first of a series of more detailed policy reports and deals with the draft Vision and Objectives of the Local Plan.

Appendix 1 sets out the draft Vision and Objectives, reflecting the three strategic objectives set out in the draft Corporate Plan, together with a Vision and Objective for the Key Areas for Change. The Visions and Objectives will provide the strategic framework for the Local Plan, linking it to other key Corporate ambitions and provide the context for the detailed working of individual policies which will be brought to future meetings of the Sub-Committee.

Recommendations

Members are recommended to:

- Agree the draft Vision and Objectives document at Appendix 1 to inform the further development of the Local Plan.

Main Report

Background

1. At its 22 September 2017 meeting, the Sub-Committee agreed that the structure of the Draft Local Plan should reflect the structure of the emerging Corporate Plan and particularly the three strategic objectives of Grow the Economy, Shaping the City of the Future and Contribute to a Flourishing Society. At this meeting, and the subsequent meeting on 6 October 2017, Members considered policy directions for a number of key policy areas, including for offices, housing, visitors and culture, transport and environmental responsibility.

Draft Vision and Objectives

2. Attached as Appendix 1 are the draft Vision and Objectives for the Local Plan, structured around the three strategic objectives in the draft Corporate Plan with an additional Vision and Objective for the Key Areas for Change. The Appendix sets out for each objective a vision of how the City of London will look in 2036. The Vision reflects the key directions set out in the draft Corporate Plan, but also takes on board Member comments at previous meetings of the Sub-Committee, particularly comments relating to the direction of key policy issues. The draft Vision and Objectives have been considered and agreed in principle by Chief Officers at Summit Group at the end of October.
3. The Vision and Objectives will form a key part of the Local Plan and, although they will not have the statutory weight of agreed planning policies, they will provide the overall context for the direction of the Plan.
4. The Vision and Objectives follow the order set out in the draft Corporate Plan, although the intention is that the Local Plan should be read as a whole, with applications for planning permission considered against all relevant policies (and strategic objectives) in the Plan, alongside the London Plan and national policy in the National Planning Policy Framework.
5. Members are asked to consider the detail of the Vision and Objectives set out in the appendix and comment on the overall approach and structure of this section of the draft Local Plan.

Next steps

6. Comments received on the draft Vision and Objectives will be used, alongside previous comments and discussion on key policy issues, to develop detailed policy wording for consideration at future Sub-Committee meetings.

Corporate and Strategic Implications

7. The review of the Local Plan is being informed by the emerging draft Corporate Plan, as set out in this report, and will provide an opportunity to complement key corporate objectives, such as developing Culture Mile and progressing the Future City agenda.

Appendices

- Appendix 1 – Local Plan draft Vision and Objectives

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City Plan 2036: draft Vision and Strategic Objectives

Growing the Economy

The Vision....

The City will remain the world's leading international financial and professional services centre and a driver of the national economy, continually innovating and developing new business areas, including in the technology sector, and delivering growth and prosperity for its communities, London and the UK.

The quantity and quality of new development, particularly office-led development, will keep pace with growing business needs, supporting and strengthening opportunities for the continued collaboration and clustering of businesses that is vital to the City's operation.

The City will be open to new business, new ideas and new ways of working, reflected in office floorspace that is flexible and adaptable to meet the demands of different types of business occupiers, including start-ups and SMEs. Office space will be complemented by other commercial and leisure uses adding vibrancy and animation to the City's streets.

The number of visitors will significantly increase as the City is recognised for its world-class cultural and creative facilities. Culture Mile will transform the north west of the City into a vibrant strategic cultural quarter of national and international stature.

The quality and quantity of retail facilities will continue to increase to meet rising demand, as the City evolves into a 7-day retail, leisure and cultural destination. Retail growth will be focused on the Principal Shopping Centres of Cheapside, Liverpool Street/Moorgate, Leadenhall Market and Fleet Street. Smaller retail units will be provided across the City, particularly in the ground floor of office buildings, to meet local worker and resident needs.

The City's continued economic success will be underpinned by world-leading digital connectivity and data services. The provision of utilities and infrastructure will anticipate and keep pace with the demands set by the City's growth, funded in part by new development.

The City will remain a safe place to work, live and visit. Security measures will be designed into new buildings and public spaces, whilst ensuring that the City's streets, walkways and open spaces are welcoming and easy to move around in. Where necessary, an area-wide approach to delivering collective security will be sought.

Strategic Objective:

To facilitate the growth of the economy, maintaining the City's position as the best place in the world to do business and enhancing its role as a destination for world class creativity and culture.

Shaping the City

The Vision....

Sustainable travel patterns and modes of transport will be promoted and public transport capacity increased, principally through the opening of the Elizabeth Line, and the Northern Line/Bank Station Upgrade.

The City's streets will provide an attractive and safe environment for walking and cycling. The improvements to Bank Junction will transform the safety, look and feel of this junction at the heart of the City's street network.

Partnership working with City businesses and developers will minimise the number of delivery and servicing trips into the City and will reduce congestion through consolidation and by re-timing trips to take place outside daytime working hours. The majority of last mile deliveries will be undertaken by zero emission vehicles, and the City's air quality will significantly improve as a greater share of motorised traffic switches to electric or other zero emission modes.

The Thames will be a major corridor for the movement of people and for the transport of materials including construction and deconstruction materials, waste, freight and general goods.

The City will remain a centre of world class architecture with flexible and adaptable buildings and a high quality of public realm. Further tall buildings will be encouraged where they can make a positive contribution to their surroundings and the skyline, adding to the tall building cluster in the east of the City.

The City's rich architectural and archaeological heritage will continue to be protected. Historic buildings will be sympathetically adapted to new uses where required, enabling them to play their part in meeting the needs of the future City. New development will enhance the City's character and add value to the wider character and quality of London, whilst respecting the setting of St Paul's Cathedral and the Tower of London.

Buildings, streets and spaces will be inclusive, interesting, legible and fit for purpose. Computer modelling, simulation and smart technology will be used to ensure that new buildings and the spaces between buildings create an environment which attracts businesses and people from across the world.

Buildings will be highly sustainable, designed to make efficient use of natural resources, minimise emissions and be resilient to natural and man-made threats.

New technologies will be used to adapt the City to a low carbon and zero emission future.

The City will be a much greener place, with additional planting in and around new and existing buildings and spaces, enhancing the environment and mitigating the impacts of pollution. New open and amenity spaces will be created including through the creation of new pedestrian routes, the provision of green roofs, roof gardens and public viewing galleries. Public access to private open space will be encouraged.. Biodiversity will be increased by the inclusion of wildlife-friendly features in new and existing open spaces and buildings.

The risk of flooding will be minimised by incorporating sustainable drainage into new developments and the public realm, alongside measures to reduce run-off and increase rain water recycling. The Thames Tideway Tunnel will be completed, greatly reducing storm discharges from the combined sewer system and improving the quality of the water in the River Thames.

Developers, businesses and residents will reduce the amount of waste they produce and resources will be kept in use for as long as possible. More flexible building designs will reduce the need for redevelopment of outdated office stock. Walbrook Wharf will continue to provide a facility for transferring materials, including waste, by river barge, thereby reducing lorry traffic in the City and across London.

Strategic Objective:

To shape the future City, ensuring that transport is sustainable, efficient and clean and the City is resilient to natural and man-made threats, and delivers outstanding buildings, public spaces, and heritage assets.

A Flourishing Society

The Vision....

The needs of the City's diverse communities will be met in a sustainable and inclusive way, addressing the health, employment, education, leisure and housing needs of the variety of people who work, live and visit the City.

There will be a mix of housing, located in or near identified residential areas, providing a high quality living environment consistent with a city centre location. Housing will continue to be discouraged where it would conflict with the City's global business role or result in poor residential amenity. Affordable housing will be delivered on-site within the City and outside, principally on the City's managed housing estates, funded by contributions from City development and contributing to meeting London's wider housing needs.

The City's population will have a high level of health and well-being. Health inequality across the City will be reduced. Workers and residents will have access to a range of health services within the Square Mile and beyond. Partnership working will effectively tackle the wider causes of poor health by substantially improving the

City's air quality, promoting the recreational benefits of a healthy lifestyle, and ensuring access to good quality open spaces and recreational opportunities.

The City will have a network of high quality social and community facilities in accessible locations to foster cohesive and healthy communities. Links with neighbouring boroughs will be strengthened and closer co-operation will provide a stronger sense of community and more efficient services.

Good building design and effective management of night time entertainment, combined with a broad mix of uses, will reduce the potential for anti-social behaviour and help to maintain the quality of residential amenity.

The City's higher education institutions will continue to enjoy an international reputation for excellence. The City will work with partners to ensure high quality training and learning opportunities are accessible to all. City residents and those in neighbouring boroughs will develop the skills needed to enter careers in the City and benefit from the City's prosperity. The City will offer equality of opportunity, accessibility and involvement so that people from across London's diverse communities will have the chance to benefit from the many opportunities and facilities it offers.

Strategic Objective:

To contribute to the development of a flourishing society where people are safe and feel safe, enjoy good health and wellbeing, have access to suitable employment opportunities and housing in cohesive communities and live enriched lives, achieving their full potential.

Key Areas for Change

The Vision....

Culture Mile

The new Museum of London and the Centre for Music will provide outstanding cultural facilities in landmark buildings. Beech Street will be transformed into a more welcoming environment, with significantly improved air quality, and the Beech Street/Long Lane axis will be the focus for a variety of shops and restaurants. The wider area will contain a broad mix of uses, including residential, office, retail, hotel, leisure and cultural, while temporary art and cultural installations will further animate the buildings and public realm. The public realm will be enhanced with a distinctive look and feel, creating attractive streetscapes and vistas. Evening and night-time activities will expand and will be well-managed to protect residential amenity. Vehicular access to Smithfield Market and St Bartholomew's Hospital will be maintained, while minimising the scope for conflict with the increased number of pedestrians in the area.

Eastern City Cluster

Office and employment growth will be successfully accommodated by a cluster of attractive, sustainably designed tall buildings, providing an iconic image of the City,

enhancing its role as the global business location of choice. An area wide approach will be taken to security and estate management to ensure the safety and comfort of workers and visitors, with a high quality public realm and environment that reflects the status of the area. Freight and servicing deliveries will be reduced through off-site consolidation and joint working with occupiers, or re-timed to take place outside of core working hours. Pedestrian movement and permeability will be improved, both within the area and outside to other parts of the City, including to the Elizabeth Line at Liverpool Street Station.

Aldgate and Tower

Redevelopment and refurbishment will enhance the appearance and vibrancy of this area, with a mix of offices, residential, retail, community and cultural facilities, catering for residents, workers, students and visitors. The open space at Aldgate Square will be the focal point of a high quality public realm which provides better facilities for pedestrians and cyclists. Pedestrian connections and wayfinding will be improved, especially between Aldgate and Tower Gateway. Residents will have improved access to education, health, training and job opportunities relevant to their needs.

Pool of London

This area will provide an iconic view of the City's riverside, with increased vibrancy arising from greater use of the riverside walk and more leisure, retail and cultural public uses at ground level. Appropriate riverside sites will be redeveloped or refurbished and the public realm and accessibility significantly improved. A higher quality pedestrian route will be created between London Bridge and the Tower of London. Easier pedestrian access across Lower Thames Street will encourage more City workers, residents and visitors to enjoy the riverside. Significant improvements will be made to the environment and air quality along Lower Thames Street.

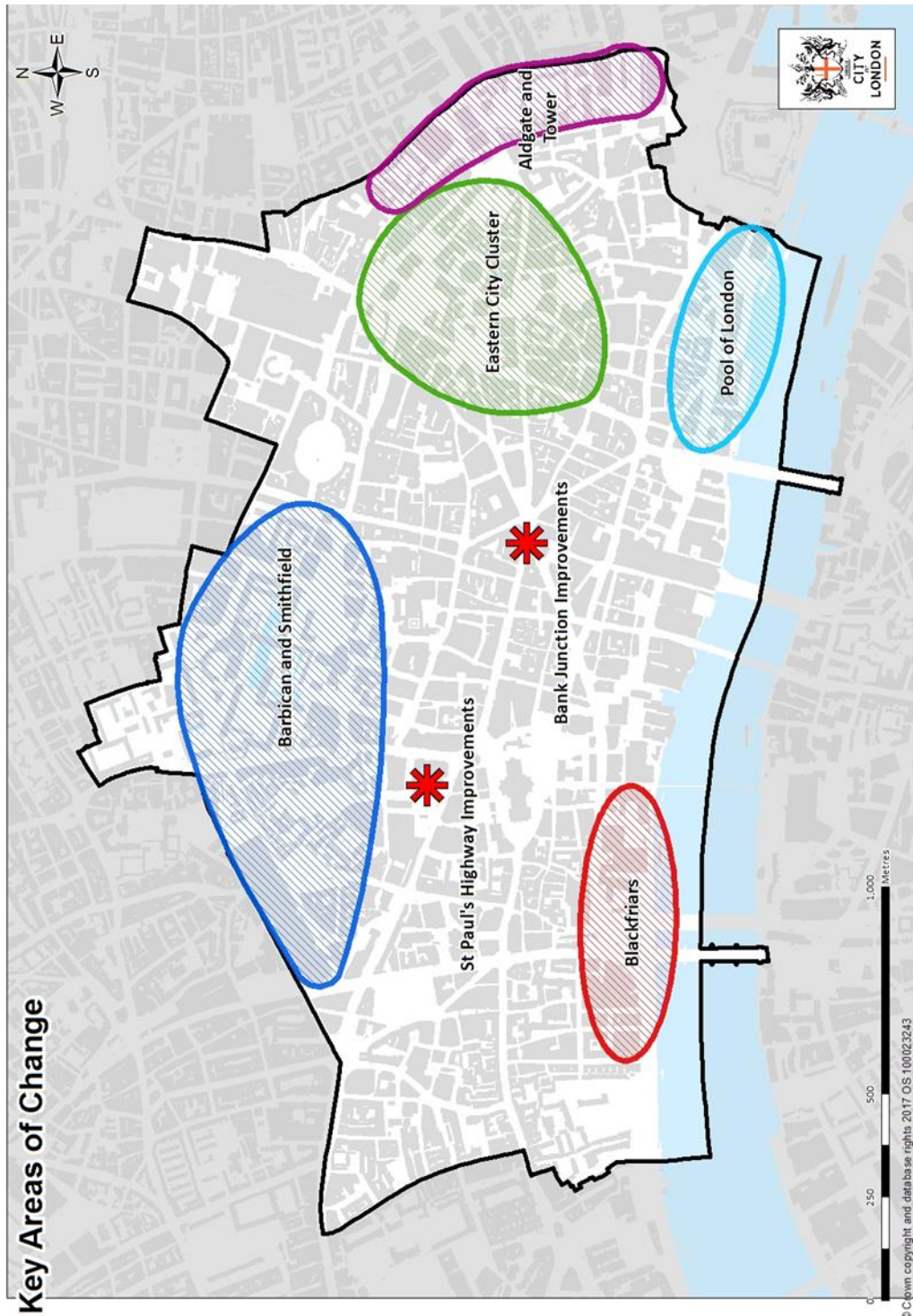
Blackfriars

A new public open space at Blackfriars foreshore, created through the Thames Tideway project, will introduce greenery to the riverside and provide a place for relaxation and recreation. Redevelopment or refurbishment of existing buildings will provide new high quality office and commercial accommodation within an improved public realm and environment that better reflects the status of the City. Easier access to the riverside walk and a safer and more pleasant environment for all users, including pedestrians and cyclists, will be delivered.

Strategic Objective:

To ensure that the challenges facing the Key Areas for Change are met, complementing the core business function of the City, supporting the development of its global business offer and world-class cultural and creative facilities and distinguishing the City from other global centres.

Proposed Areas for Change



Committee(s)	Dated:
Local Plans Sub (Planning and Transportation) Committee	23/11/2017
Subject: City of London Local Plan Review: Proposed consultation arrangements and format of future meetings	Public
Report of: Carolyn Dwyer, Director of the Built Environment	For Decision
Report author: Adrian Roche, Department of the Built Environment	

Summary

At previous meetings of this Sub-Committee, Members have expressed a desire to consider ways to increase the level of response to consultations on the Local Plan, and to consider how the Sub-Committee itself might be able to engage directly with key stakeholders by holding one or more meetings in a different format.

Appendix 1 of this report sets out the proposed public consultation arrangements for the Draft Local Plan, while Appendix 2 puts forward two options in relation to a potential Sub-Committee workshop event. Appendix 2 also seeks confirmation of whether the Sub-Committee wishes to undertake a site visit to inform its consideration of the emerging Draft Local Plan.

Recommendations

Members are recommended to:

- Agree the proposed public consultation arrangements set out at Appendix 1; and
- Consider and advise on the format of future meetings of the Sub-Committee in light of the options presented at Appendix 2.

Main Report

Public consultation

1. At the meeting of this Sub-Committee on 22nd September, some concern was expressed about the relatively low level of response to the public consultation carried out at the Issues and Options stage of the Local Plan review in autumn 2016. It was pointed out that on past experience, there is likely to be a greater level of response when the Draft Plan is published, as this is the stage when individuals and organisations can see what the City Corporation is proposing and comment accordingly.
2. Nonetheless, officers are keen to explore some more innovative forms of consultation at the Draft Plan stage with the aim of reaching out to a wider audience. Attached to this report as Appendix 1 is a paper setting out the

proposed public consultation arrangements for the Draft Local Plan in spring 2018. Members are asked to agree the proposed arrangements, and to suggest any amendments or additions if considered appropriate.

Format of future meetings of the Local Plans Sub-Committee

3. At the meeting on 22nd September, Members expressed a desire to hold one or more of the future meetings of the Sub-Committee in a workshop format, potentially inviting key stakeholders when issues of interest to them are being discussed. Attached as Appendix 2 is a paper setting out two options for how such a workshop might work. Members are asked to indicate which of these options is preferred, or alternatively to suggest a different approach if neither of these options is considered suitable.
4. At previous meetings, reference was also made to conducting a Member site visit to the Silver Vaults in Chancery Lane, and potentially to other sites of relevance to the emerging Local Plan. The Sub-Committee is asked to indicate whether or not it wishes to undertake a site visit, and if so which sites and/or areas should be included in such a visit.

Next steps

5. Officers will plan the public consultation arrangements and the future meetings of this Sub-Committee based on the feedback received from Members at this meeting. It will be necessary to liaise with colleagues in Committee Services and Legal Services to ensure that the format of any workshop event held by this Sub-Committee complies with relevant statutory legislation and corporate procedures.

Corporate and Strategic Implications

- The review of the Local Plan is being informed by the emerging draft Corporate Plan, as set out in this report, and will provide an opportunity to complement key corporate objectives, such as developing Culture Mile and progressing the Future City agenda.

Appendices

- Appendix 1 – paper on proposed public consultation arrangements for the Draft Local Plan
- Appendix 2 – paper on the format of future meetings of the Local Plans Sub-Committee

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Proposed public consultation arrangements for the Draft Local Plan

1. At the meeting of this Sub-Committee on 22nd September, some concern was expressed about the relatively low level of response to the public consultation carried out at the Issues and Options stage of the Local Plan review in autumn 2016.
2. This paper provides a recap of the consultation methods employed at the Issues and Options stage, and the outcome in terms of the number of responses received. It then sets out proposed arrangements for public consultation on the Draft Local Plan, including a wider range of venues and the use of new techniques such as StoryMaps.

Consultation at Issues and Options stage

3. Public consultation took place between 19th September and 2nd December 2016. A summary of the methods used is set out below:

Letters/emails: Over 1,350 emails and letters were sent to consultees on the planning policy database, with a separate email sent to 3,300 business occupiers. In addition letters were sent to all properties in the City which are registered as residential for council tax purposes, over 6,200 in total.

Website: The City Corporation's website contained extensive information on the consultation. A City Plan 2036 webpage was created, which included the Issues & Options document, a comment form and an online questionnaire. The consultation was also publicised on the City Corporation's Intranet pages, promoting it to all staff members.

City Libraries: During the consultation period the Issues and Options document and other supporting documents were made available at the Guildhall and the City's public libraries.

Eshot: A message publicising the consultation was issued via *eshot* (an electronic bulletin of news and current issues) to 200 business occupiers.

City Resident: An article regarding the consultation was published in the autumn 2016 issue of City Resident.

Business Representation Groups: Direct contact was made with specific business groups and interests to alert them to the consultation and it was requested that consultation notifications were circulated to their members. This included the City Property Association, Cheapside BID, Aldgate Partnership, Inner and Middle Temple Associations. These groups were offered the option of a direct presentation and workshop from City officers, but no group took up the offer.

Public Consultation Events: Two events were held at the City Centre on 3rd and 13th October 2016, to help publicise the consultation. These events were open to the public and involved a presentation, question and answer session

and information displays. The first event took place in the late afternoon/early evening, while the second was held as a breakfast/morning meeting to potentially reach different audiences. Information about these events was published on the website, through social media and direct email/letter contact with consultees.

Member Notification: Direct notification of the consultation was sent to all Common Council Members by letter and email and an article appeared in the September 2016 Members' Briefing. An additional briefing meeting for Members was held in October 2016.

News coverage: A press release was published which gained wide publicity in the local, professional planning and property press. City Matters featured the consultation on the front page of their maiden edition. There were also pieces in Planning Magazine and Property Week.

Facebook: A post regarding the consultation was made to the "City of London Corporation: City View" Facebook account on 20th September 2016. The account is "Liked" or "Followed" by around 13,000 different Facebook users.

Twitter: Posts were made about the consultation on the 19th September and 26th October from the @squarehighways Twitter account, which has around 3,000 followers. Posts regarding the consultation were also made from third party Twitter accounts, such as @tfltp, a TFL account about Taxis and Private Hire vehicles, which has over 11,000 followers and @PWnews, the Property Week account, which has over 60,000 followers.

Leaflets: A leaflet was produced to publicise the consultation. 1,500 copies of the leaflet were printed and distributed around the City. These were placed in key locations to target workers, residents and visitors. These included housing estate offices, libraries, churches, office foyers, and medical buildings.

Meetings: Presentations were made at a range of City Corporation meetings that have an interest in aspects of the Local Plan, including the Department of the Built Environment Users' Panel, the Conservation Area Advisory Committee and the City of London Access Group.

4. A total of 911 separate comments in response to the Issues and Options consultation were received from 65 individuals and organisations. Broadly speaking around a third of respondents were individuals; a third were statutory agencies or local authorities; and a third were businesses, landowners or amenity groups.
5. Given the extensive publicity undertaken, the number of comments received was disappointing, albeit very similar to the level of response at the same stage of the previous City Local Plan. Officers have been advised by their counterparts in neighbouring boroughs that the response to their Local Plan consultations has generally been of a similar or only slightly higher level. Where boroughs have received large numbers of consultation responses, this

has normally been in response to specific site allocations, such as major housing sites.

Proposed public consultation on the Draft Local Plan

6. Regulations require that public consultation on the Draft Local Plan should run for a statutory minimum period of six weeks, although a longer period of at least 8 weeks is proposed. Members are asked to indicate whether an extended consultation of up to 12 weeks should be used to maximise publicity and public response. It is currently envisaged that consultation will take place in March/April 2018, although this will depend upon progress in agreeing policies through the Sub-Committee and Grand Committee process, as set out in Appendix 2 to this report.
7. Although most of the methods used in the last consultation exercise remain valid, officers have identified a number of additional consultation methods and improvements that could be made. In taking forward the consultation, officers will work closely with colleagues within Built Environment who have detailed experience of consultation, particularly on transportation and public realm schemes. Officers will also liaise closely with the Corporate Public Relations Office and make use of the expertise and experience within the PRO.

Presentation of information

8. The Local Plan will inevitably be a large document because of the range of issues that it needs to cover, and written in technical/legalistic language given the way that it is used, but it is important to make it visually engaging and as easy to read as possible in order to reach a wide audience. It is proposed to make the Local Plan more interesting to different audiences through greater use of summary documents and leaflets with greater use of illustrations, photographs and infographics for people who do not have time to read the full document.
9. A technique that we propose to use for the Draft Local Plan is Story Maps. These are web-based applications that combine maps with text, images, videos and other multimedia sources. They are designed to be attractive and usable by anyone, making them ideal for engagement and publicity. StoryMaps would be a particularly useful way of illustrating the potential effect of different policy options, such as the evolving Eastern City Cluster of tall buildings. To date only a handful of local authorities have used StoryMaps for planning purposes, so this would be an innovative consultation tool.
10. At the Issues and Options stage, only a small proportion of the people who visited the City Plan 2036 webpage actually completed the online questionnaire, so we will seek to ensure that the supporting material is as accessible and simple to complete as possible. Questionnaires and comments forms will be used to assist respondents, but it will also be made clear that comments can be provided in other ways, including through email, response to social media feeds, letter, consultation events etc.

Event locations

11. At the previous stage, consultation workshops were held at the City Centre. While the City Centre or the Guildhall complex would be a suitable location for a launch event, it is felt that we are likely to reach a wider cross-section of City workers, residents and visitors by visiting different locations across the City and by holding more informal events.
12. Subject to obtaining the necessary consents, it is proposed to run a series of drop-in sessions at venues such as Leadenhall Market, One New Change and The Barbican Centre, targeting lunchtimes in particular and other busy times as appropriate to the venue. It is also proposed to approach the organisers of existing planned events during the consultation period to see if they would be willing to accommodate a display in relation to the Local Plan.
13. In addition, it is intended to directly contact a range of organisations, such as residents associations and business groups, in advance of the start of the consultation period to offer specific meetings or presentations on the Local Plan. Officers have already been invited for example to present the Local Plan at a breakfast seminar held by the City Property Association.
14. Depending on precise timing, there may be opportunities for shared engagement with the Strategic Transportation team on the early stages of the emerging Transport Strategy, and potentially with other relevant City Corporation services.

Engagement with City workers

15. Past experience has shown that City workers have tended not to actively engage in planning policy consultations, and the business view has tended to be represented by the development industry rather than companies based in the City or their employees.
16. In order to gather a range of views from the City's business community, a broad selection of City occupiers were approached during summer 2017, with 24 individuals from 22 firms responding. An initial focus-group style meeting was held on 1st September, resulting in a very useful dialogue between officers and business representatives.
17. Although a number of the business contacts were unable to attend this first meeting, they indicated that they would like to participate in further meetings and/or contribute to ongoing consultation on relevant issues in the Local Plan through on-line consultation.
18. It is proposed to arrange further meetings with this group during the consultation period, and in advance of that to directly approach another selection of City occupiers to see if additional business contacts can be added to the group.

Summary of proposals

19. In summary, it is proposed to undertake the following consultation methods at the Draft Plan stage:
- Direct notifications by letter or email to all consultees on the planning policy database, plus the business occupiers' database. Those City residents who asked to be kept informed of progress on the Local Plan at the Issues & Options stage will also be notified;
 - Consultation web page with a range of information and online questionnaires, designed to be easy to complete as possible;
 - Use of StoryMaps on the website to illustrate the main Local Plan proposals and enable a more interactive form of participation;
 - Use of social media channels, with repeated reminders of upcoming consultation events;
 - An official launch event at The Guildhall or City Centre with the aim of generating widespread publicity. Invitations would be sent to key stakeholders, with additional publicity through a press release, social media and the City Corporation's website;
 - A briefing for Members with the intention of using Members' networks of contacts within their wards to help raise awareness of the Local Plan;
 - A series of drop-in events at different locations across the City, targeting lunchtimes and other busy times as appropriate to the venue;
 - Attendance at other events during the consultation period, subject to the agreement of the event organisers;
 - Direct contact with a range of organisations to offer tailored presentations or briefing sessions relating to their areas of interest;
 - Articles in City Corporation printed and electronic publications, and press releases to a range of media outlets;
 - Ongoing engagement with an interested group of City workers, including focus-group style meetings;
 - Widespread distribution of leaflets at key locations around the City; and
 - Deposit of documents and supporting material at City libraries.
20. Members are asked to agree the proposed arrangements, and to suggest other potential consultation methods to increase local interest in the draft Plan.

Consultation Budget

21. There is no specific budget for consultation on the Local Plan and the activities summarised above will need to be funded through the existing Local Risk budget for the Planning Policy section. Many of the proposed consultation methods can be delivered principally through officer time and resource, but there will be a cost in producing printed materials for distribution. If the Sub-Committee would like additional public consultation methods to be considered these are likely to generate a need for additional funding.

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The format of future meetings of the Local Plans Sub-Committee

Workshop

1. At the meeting on 22nd September, Members expressed a desire to hold one or more of the future meetings of the Sub-Committee in a workshop format, potentially inviting key stakeholders when issues of interest to them are being discussed.
2. Officers have given further consideration to how such a workshop could operate and how it could best fit into the Local Plan preparation process. Rather than inviting stakeholders to attend for part of a normal Sub-Committee meeting, officers consider that the format and purpose of the workshop is likely to be more easily understood by participants if a whole meeting is devoted to hearing the views of key stakeholders.
3. It is therefore suggested that a workshop be arranged in a “Select Committee” style, similar to that used by the GLA or in Parliament, with participants invited to present their ideas or evidence for a set period of time (up to 10 minutes would seem appropriate) and to answer questions from Members where further clarification is required. In order to ensure the workshop is as informal as possible, it could be held in one of the larger committee rooms with the layout arranged to enable participants to present ideas electronically or through plans and drawings where appropriate.
4. It is considered that this type of workshop is likely to be better attended if personal invitations were to be sent out to a range of stakeholders, perhaps from the Chairman. In view of the need to give invitees sufficient notice and a chance to prepare their evidence, invitations would ideally be sent out at least a month before the date of the workshop.
5. While it would be possible to hold a series of workshops tailored to specific topics or areas of the City, this would be logistically difficult because of the already congested nature of the Committee calendar and could significantly delay the preparation of the Draft Local Plan. In addition, it might restrict potential participants from raising issues that are important to them, but are not on the set agenda.
6. It is therefore suggested that one workshop be arranged in the first instance, with invitees able to raise any matter of relevance to the Local Plan Review. This would need to be a full half day session in order to allow sufficient time to accommodate a range of speakers. If the format is successful then the Sub-Committee could decide to arrange a second follow-on session.
7. In terms of timings, there are two options available:

Option A: arrange the workshop as part of the Sub-Committee’s consideration of the Draft Local Plan. Due to the need to give invitees adequate notice, this is likely to mean that the earliest it could take place would be mid-late January and this is subject to finding an appropriate slot in

the committee calendar. There would also need to be a follow-up meeting of the Sub-Committee to consider if any changes should be made to the Draft Plan in light of the evidence heard, prior to consideration of the full Plan by the Grand Committee. This option would be likely to result in a modest slippage to the current Local Plan timetable, which envisages consideration of the Draft Plan by the Grand Committee in February 2018. However, it would increase the transparency of the plan preparation process to external parties.

Option B: arrange the workshop as part of the public consultation on the Draft Plan in spring 2018. This option would have no impact on the Local Plan timetable and could be dovetailed with the other consultation activities described in Appendix 1 of this report. It is important to note that the Draft Local Plan is not the final Plan and that there will be a further round of public consultation towards the end of 2018 before the final Plan is submitted for examination. This option has the benefit of enabling the Sub-Committee to hear evidence directly from individuals and organisations affected by the draft Local Plan and to better understand the implications of draft policy. It would enable stakeholders to have a direct input into the consultation and convey a clear message that the Corporation is keen to work with stakeholders as the draft Plan progresses.

8. Members are asked to indicate which of these options is preferred, or alternatively to suggest a different approach if neither of these options is considered suitable. Members are also asked to indicate the range of stakeholders that they would like to be invited to any such workshop.

Site visit

1. At previous meetings, reference was made to conducting a Member site visit to the Silver Vaults in Chancery Lane in connection with representations made to the Issues and Options consultation seeking a Special Policy Area to be designated for the Silver Vaults.
2. In order for the necessary arrangements to be made the Sub-Committee is asked to indicate whether or not it wishes to undertake a site visit to the Silver Vaults, and if there are any other sites or areas of relevance to the Local Plan Review that Members would wish to visit. Depending on the number and location of sites visited, this is likely to require at least a half day to be allocated and would probably need to take place early in the New Year.