

Committee:	Date:
Streets and Walkways Sub Committee	15 October 2012
Subject: Decisions taken under delegated authority or urgency powers	Public
Report of: Town Clerk	For Information
<p><u>Summary</u></p> <p>This report provides details of action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman of the Streets and Walkways Sub (Planning and Transportation) Committee, in accordance with Standing Order Nos. 41(a) and 41 (b).</p> <p>Recommendations:-</p> <p>That the action taken be noted.</p>	

Main Report

Background

1. Standing Order Nos. 41(a) and 41(b) provide mechanisms for decisions to be taken between scheduled meetings of the Planning and Transportation Committee, either where it is urgently necessary that a decision be made or where the Committee has delegated power for a decision to be taken.

Decisions Taken under Urgency Procedures

2. The following actions have been taken under **delegated authority**, Standing Order No. 41 (a) :-

Consultation Materials for Bank, Liverpool Street, West Smithfield and Fenchurch and Monument Area Strategies

At the meeting of the Planning and Transportation Committee on 24 July 2012, authority was delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman to finalise the details of the relevant consultation material for the Bank, Liverpool Street, West Smithfield and Fenchurch and Monument area Strategies.

Action agreed under delegated authority :-

Officers from the Department of the Built Environment finalised their plans and the consultation was approved under Urgency Procedures and commenced on 12 September 2012 using the following methods: -

- An email will be sent to all occupiers in the area that are on the City's database. This will include a link to the City's website where the strategy can be downloaded in sections and contact details for responses. Emails will also be sent to the City Cyclists, TfL and other interested parties.

- Letters will be sent to all residents with a similar content to the occupiers email and will also include information on where a paper copy of the strategy can be viewed.
- Paper copies of the strategies will be available to be viewed at the reception at the Guildhall and at local libraries.
- An short article will be put in 'City Resident', 'City am' and 'City View' with details of the website and contact details
- A summary will be put in the Members Briefing monthly electronic document, and Ward Members will be emailed alerting them to the consultation
- A short message will be going out on the City's highways team twitter account and also on the City's EShot
- A short message will be going on to the screens on the Re-new recycling bins across the City
- Display panels will be attached to a few of the map signs in the local areas. These will be of a similar design to the orange ones that were installed for 'Celebrate the City' (photo attached).
- Meetings will be held with various stakeholders in the areas and other groups including the City's Access Group
- For West Smithfield it is also proposed to send out a short leaflet to all occupiers and residents in addition to the above measures. This is because the proposals for this area are more developed.

Conclusion

3. Members are asked to note to contents of this report.

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