



## Markets Committee

**Date:** WEDNESDAY, 29 NOVEMBER 2017  
**Time:** 11.30 am  
**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

**Members:**

James Tumbridge (Chairman)	Deputy Edward Lord
John Scott (Deputy Chairman)	Alderman Nicholas Lyons
Rehana Ameer	Alderman Professor Michael Mainelli
Tom Anderson	Andrew Mayer
Adrian Bastow	Deputy Robert Merrett
Matthew Bell	Andrien Meyers
Peter Bennett	Deputy Brian Mooney
Nicholas Bensted-Smith	Deputy Joyce Nash
Chris Boden	Stephen Quilter
John Chapman	Ruby Sayed
Richard Crossan	Ian Seaton
Deputy Kevin Everett	Oliver Sells QC
Sophie Anne Fernandes	Deputy Dr Giles Shilson
John Fletcher	Deputy Tom Sleigh
Angus Knowles-Cutler	Deputy John Tomlinson
Gregory Lawrence	Michael Welbank
Tim Levene	

**Enquiries:** Martin Newton  
tel. no.: 020 7332 3154  
martin.newton@cityoflondon.gov.uk

Lunch will be served in the Guildhall Club at 1pm  
N.B. Part of this meeting could be the subject of audio or visual recording

John Barradell  
Town Clerk and Chief Executive

# **AGENDA**

## **Part 1 - Public Agenda**

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **PUBLIC MINUTES**  
To agree the public minutes of the meeting held on 20 September 2017.  
**For Decision**  
(Pages 1 - 6)
4. **REVENUE AND CAPITAL BUDGETS - 2017/18 AND 2018/19**  
Joint report of the Chamberlain and the Director of Markets and Consumer Protection.  
**For Decision**  
(Pages 7 - 36)
5. **DRAFT DEPARTMENTAL BUSINESS PLAN 2018/19 - MARKETS AND CONSUMER PROTECTION**  
Report of the Director of Markets and Consumer Protection.  
**For Information**  
(Pages 37 - 42)
6. **RISK MANAGEMENT**  
Report of the Director of Markets and Consumer Protection.  
**For Information**  
(Pages 43 - 50)
7. **SUPERINTENDENTS' UPDATES**  
The Superintendents to be heard.  
**For Information**
8. **SMITHFIELD MARKET - CONDENSER WATER COOLING SYSTEM - UPDATE**  
Report of the City Surveyor.  
**For Information**  
(Pages 51 - 54)
9. **NORTH - SOUTH CYCLE SUPERHIGHWAY PHASE 2**  
Report of the Director of the Built Environment.  
**For Information**  
(Pages 55 - 110)
10. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
11. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

12. **EXCLUSION OF THE PUBLIC**  
**MOTION** - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

**Part 2 - Non-Public Agenda**

13. **NON-PUBLIC MINUTES**  
To agree the non-public minutes of the meeting held on 20 September 2017.  
**For Decision**  
(Pages 111 - 114)
14. **STRATEGIC MARKETS REVIEW**  
Oral presentation from GVA.  
**For Information**
15. **MUSEUM OF LONDON RELOCATION – PROJECT UPDATE**  
Report of the Town Clerk.  
  
Resolution of the Policy and Resources Committee. TO FOLLOW  
**For Information**  
(Pages 115 - 148)
16. **POULTRY MARKET, MAJOR REPAIRS**  
Report of the City Surveyor. TO FOLLOW  
**For Decision**
17. **MARKETS DEBT ARREARS - PERIOD ENDING 30TH SEPTEMBER 2017**  
Report of the Director of Markets and Consumer Protection.  
**For Information**  
(Pages 149 - 158)
18. **ANNUAL WAIVERS REPORT 2016/17**  
Report of the Chamberlain.  
**For Information**  
(Pages 159 - 168)
19. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
20. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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## MARKETS COMMITTEE

**Wednesday, 20 September 2017**

Minutes of the meeting of the Markets Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 20 September 2017 at 11.30 am

### **Present**

#### **Members:**

John Scott (Deputy Chairman), in the Chair	Deputy Edward Lord
Rehana Ameer	Alderman Professor Michael Mainelli
Adrian Bastow	Andrew Mayer
Matthew Bell	Deputy Robert Merrett
Peter Bennett	Deputy Brian Mooney
John Chapman	Deputy Joyce Nash
Sophie Anne Fernandes	Stephen Quilter
John Fletcher	Ruby Sayed
Angus Knowles-Cutler	Ian Seaton
Gregory Lawrence	Deputy Dr Giles Shilson

#### **Officers:**

Greg Moore	-	Town Clerk's Department
Martin Newton	-	Town Clerk's Department
Julie Zhu	-	Media Officer
Debbie Howard	-	Chamberlain's Department
John Hunt	-	Comptroller and City Solicitor's Department
Kirpal Kaur	-	Comptroller and City Solicitor's Department
Andrew Crafter	-	City Surveyor's Department
Mark Lowman	-	City Surveyor's Department
Steven Chandler	-	City Surveyor's Department
David Smith	-	Director of Markets and Consumer Protection
Julie Gibbs	-	Markets and Consumer Protection Department
Malcolm Macleod	-	Superintendent, Billingsgate Market
Ben Milligan	-	Superintendent, New Spitalfields Market
Mark Sherlock	-	Superintendent, Smithfield Market

#### **1. APOLOGIES**

Apologies for absence were received from James Tumbridge (Chairman), Nicholas Benstead-Smith, Tim Levene, Andrien Meyers and Deputy John Tomlinson.

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

There were no declarations.

3. **PUBLIC MINUTES**

**RESOLVED** – That the public minutes of the meeting held on 19 July 2017 be approved as a correct record, subject to it being noted that the Chief Commoner had sent apologies for being unable to attend.

4. **BUSINESS PLAN UPDATE**

The Committee received a report of the Director of Markets and Consumer Protection providing an update on progress for Period 1 2017/18 (April to July) against key performance indicators and objectives outlined in the Markets' Business Plan.

In response to a question, the Superintendent of Billingsgate Market said that the high turnover of car park customers at that location was attributable to less secure employment in the Canary Wharf area. It was noted that the current budget shortfall was expected to be addressed and that suitable advertising of available space took place.

A Member then raised the question of the requirement for a cardboard waste compactor at Smithfield Market and the Market Superintendent confirmed that this was being investigated.

A Member queried the absence of commercial letting income, particularly with reference to office space at the Markets, from the financial information provided in the report. The Chamberlain clarified that responsibility for lettings rested with the City Surveyor and therefore such income was not reflected in this part of the report.

In response to a query, the Director of Markets and Consumer Protection confirmed that the overall sickness absence level of no more than six days per person by March 2018 was a corporate target.

**RECEIVED.**

5. **MARKETS COMMITTEE RISK UPDATE**

The Committee received a report of the Director of Markets and Consumer Protection on Markets Committee Risk.

**RECEIVED.**

6. **CHRISTMAS 2017 - SMITHFIELD MARKET TRAFFIC MANAGEMENT PLAN**

The Committee received a report of the Superintendent of Smithfield Market on the Traffic Management Plan for the Market for Christmas 2017.

The Superintendent of Smithfield Market confirmed to Members that a reduced level of expenditure (£15,977 instead of £21,527) was now required for the associated costs of the proposals. It was also noted that the Traffic Management Plan would commence at 2300 Thursday 14 December to 0800 Friday 22 December.

**RESOLVED** – That approval be given to:-

- the Traffic Management Plan attached to the report, subject to the Plan commencing at 2300 Thursday 14 December to 0800 Friday 22 December; and
- £15,977 funding from the Smithfield Central Risk budget for the additional traffic control measures, such as the appointment of private stewards, outlined in the report.

## 7. **SUPERINTENDENTS' UPDATES**

The Committee received oral updates from each of the Market Superintendents, as follows:

### Smithfield Market

8. **Safety Management / Banksmen** - The Superintendent reported that the red risk would remain in place following a further four-night investigation of 103 movements that had indicated 8% risk. Freight transport companies would be reminded of measures required to comply with approved standards and potential penalties should they fail to do so.
9. **Crossrail** - It was noted that the pavement proposals at Farringdon were likely to have a significant impact on HGV manoeuvrability. These concerns would be made clear to the Department of the Built Environment.
10. **Sickness Absence** - Members were updated on recent long-term sickness absences. The Superintendent advised that this totalled 88 days across 3 individuals. One person had subsequently left the Corporation's employment and the remaining two have returned to work with no further absence. The Superintendent said that he was not anticipating any further problems in respect of long-term absences.

### New Spitalfields Market

- **Entry Barrier** - The Superintendent said that a further meeting had been held with Waltham Forest Borough Council. A certificate of lawfulness had been applied for but planning permission was required as the proposals are considered a change of use in planning terms. It was noted that this had changed the way that the barrier would be procured, with a two-stage design and build procurement plan required. A design had been produced and it was envisaged that, following planning consent, the barrier should be in place by the end of March 2018, subject to the consent of appropriate approvals.
- **Flytipping** - Members were informed that publicity had been given to measures to reduce flytipping and that this had been successful in the run-up to the waste contract coming into force in early October.
- **Leases** - It was confirmed by the Superintendent that there had been good progress in this area with many leases signed or about to be signed and that the Market was now starting to recoup backdated rents.

### Billingsgate Market

- **Fish Craft Championships** - The Superintendent reported that the prestigious Fish Craft Championships had taken place at Billingsgate at the end of August and had been very successful. The organisers were looking at other potential London venues in the future, including the possibility of

Leadenhall Market, although there was a possibility the event might be held again at Billingsgate.

- **Grant Funding** - It was noted that a waste compactor had been purchased at a cost to the Market of only £5,000, as a consequence of 75% grant funding being made available through European Union grant schemes. The intention was to bid for similar funding for other schemes, such as replacing the floodlighting with LED lights, which would qualify.
- **Crossrail** - Members were informed by the Market Superintendent that Crossrail construction works near to the Market had finished with reinstatement works now taking place.
- **HSBC Window** - The Superintendent confirmed that he would follow up the HSBC window incident that had occurred earlier in the year.

**RECEIVED.**

**8. SMITHFIELD MARKET - CONDENSER WATER COOLING SYSTEM - UPDATE**

The Committee received a report of the City Surveyor bringing Members up to date with recent developments on Smithfield Market's condenser water cooling system.

A Member raised the question of testing the pumps on full power. The City Surveyor confirmed that the size of the pumps was limited by existing pipework and the need to avoid over-pressurising the system, possibly causing leaks or fractures. The future replacement of pipework would alleviate these issues. This is under consideration, and it was noted would be subject to the Gateway process.

The issue of dirt contamination in the system was also raised by Members, with it noted that this issue was recognised by officers and that investigations were continuing to determine the cause and address issues.

**RECEIVED.**

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

There were no questions.

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

There were no urgent items.

**11. EXCLUSION OF THE PUBLIC**

**RESOLVED** – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1, 3, 5 and 7 of Part I of Schedule 12A of the Local Government Act as follows:-

12. **NON-PUBLIC MINUTES**  
**RESOLVED** - That the non-public minutes of the meeting held on 19 July be approved as a correct record.
13. **ADVERTISING HOARDINGS, BILLINGSGATE MARKET**  
The Committee considered and approved a report of the City Surveyor regarding advertising hoardings at Billingsgate Market.
14. **CONCESSIONARY PARKING AT SMITHFIELD MARKET DURING THE CHRISTMAS PERIOD 2017**  
The Committee considered and approved a report of the Superintendent of Smithfield Market regarding concessionary parking at the market in the Christmas period 2017.
15. **DEBT ARREARS**  
The Committee received a report of the Director of Markets and Consumer Protection on markets' debt arrears for the period ending 30 June 2017.
16. **TENANCIES AT WILL AND ASSIGNMENTS**  
The Committee received a report of the Director of Markets and Consumer Protection regarding tenancies at will and assignments.
17. **POULTRY MARKET MAJOR REPAIRS PROJECT**  
The report of the City Surveyor on the major repairs project for the Poultry Market was withdrawn from the agenda to be considered by the Reference Sub-Committee at a later date (all Members of the Markets Committee to be invited to attend).
18. **STRATEGIC MARKETS REVIEW**  
The Committee received a report of the Director of Markets and Consumer Protection on the Strategic Markets Review.
19. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**  
There were no questions.
20. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
The Committee considered an urgent item relating to design costs of the entry barrier for the New Spitalfields Market.

**The meeting ended at 12.15 pm**

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Chairman

**Contact Officer: Martin Newton**  
**tel. no.: 020 7332 3514**  
**[martin.newton@cityoflondon.gov.uk](mailto:martin.newton@cityoflondon.gov.uk)**

<b>Committee(s):</b>	<b>Dated:</b>
Markets	29 November 2017
<b>Subject:</b> Revenue and Capital Budgets - 2017/18 and 2018/19	<b>Public</b>
<b>Report of:</b> The Chamberlain Director of Markets and Consumer Protection	<b>For Decision</b>
<b>Report Author:</b> Debbie Howard, Chamberlain's Department	

## Summary

This report is the annual submission of the revenue and capital budgets overseen by your Committee. It seeks approval to the latest revenue budget for 2017/18 and provisional revenue budget for 2018/19, for subsequent submission to the Finance Committee. Details of the Committee's draft capital budget are also provided. The budgets have been prepared within the resources allocated to the Director, including a 2% reduction for efficiency savings.

Business priorities for the forthcoming year will include:

- Focus on maintaining the high quality of service within cash limited resource allocation. As all the Markets have service charges, consultation with the respective Tenants' Associations on the level of services and their costs will be important to demonstrate value for money, whilst still ensuring that the City's responsibilities as landlord and property owner are protected.
- Concluding the Strategic Review of Markets and gaining Committee and Court approval of its recommendation.
- Assisting the City Surveyor in completing the Smithfield Poultry Market project.
- Improving the state of the infrastructure and cleaning standards at Billingsgate.
- Installing an Entry Barrier system at New Spitalfields Market to improve control and generate income.
- Working with the City Surveyor and the Museum of London on the project to relocate the Museum of London.
- Improving risk management generally and, specifically, continuing to reduce health and safety risks at the markets and minimising accidents.

Table 1 Summary Revenue Budgets 2017-18 and 2018-19					
	Original Budget 2017/18  £'000 (A)	Latest Budget for approval (LAB) 2017/18  £'000 (B)	Movement Original 2017- 18 to LAB 2017-18  £'000 (A-B)	Original Budget 2018/19  £'000 (C)	Movement Original 2017-18 to Original 2018-19  £'000 (A-C)
Expenditure	(16,076)	(15,421)	655	(16,030)	46
Income	18,686	18,487	(199)	20,500	1,814
<b>Net Surplus/(Deficit)</b>	2,610	3,066	456	4,470	1,860
Support Services and Capital Charges	(2,380)	(2,340)	40	(2,250)	130
Total Net Expenditure	230	726	496	2,220	1,990

Overall, the 2017/18 latest budget shows a net surplus of £726,000, an increase in net surplus of £496,000 compared to the original budget of £230,000. The main reasons for this saving are listed below:-

- Reductions to phasing of City Surveyors Additional Works Programme £614,000.
- Reduction in premises related expenses £533,000.
- Reduced transfers to reserves £76,000.
- Reduction of Capital and support costs £40,000.

The reductions are partially offset by the following:-

- Employment cost increases of £102,000.
- Increases in supplies and services of £371,000.
- Increased waste and cleaning of £95,000.
- Reduction of income, £199,000.

The 2018/19 provisional revenue budget shows a net surplus of £2,220,000, an increase in net surplus of £1,990,000 compared with the original budget for 2017/18 of £230,000. The main reasons for this saving are listed below:-

- Reductions to phasing of City Surveyors Additional Works Programme, £594,000.
- A reduction in premises related expenses, £92,000.
- Reduction in transfers, £76,000.
- Reduction of Capital and support cost £130,000.
- Increased income, £1,814,000.

The reductions are partially offset by the following:

- Employment cost increases of £244,000.
- Increased transport costs, £17,000.



- Increased supplies and services, waste contract £455,000.

Full detailed reasons for the variances are listed in the main body of the report.

### **Recommendations**

The Committee is requested to:-

- Review the latest 2017/18 revenue budget to ensure it reflects the Committee's objectives and, if so, approve the budget. Review the provisional 2018/19 revenue budget to ensure it reflects the Committee's objectives and, if so, approve the budget for submission to the Finance Committee.
- Review and approve the draft capital budget.
- Members are asked to note the Building Repairs and Maintenance asset verification exercise being undertaken by the City Surveyor and agree that any minor changes for 2017/18 latest and 2018/19 original budgets arising from this exercise be delegated to the Chamberlain.

### **Main Report**

#### **Background**

1. The City of London Corporation owns and manages Billingsgate Market (fish) in Docklands, Smithfield Market (meat) in the City and Spitalfields Market (fruit, vegetables and flowers) in Leyton. Smithfield and Billingsgate Markets are funded from City's Cash and Spitalfields Market is funded from City Fund.
2. This report sets out the proposed latest revenue budget and capital budgets for 2017/18 and the proposed revenue budgets and capital budgets for 2018/19. The revenue budget management arrangements are to:
  - Provide a clear distinction between local and central risk and recharge budgets.
  - Place responsibility for budgetary control on departmental Chief Officers.
  - Apply a cash limit policy to Chief Officers' budgets.
  - Provide information regarding the service based review proposals.
3. The latest budget for 2017/18 and the proposed revenue budget for 2018/19 has been analysed by service expenditure and compared with the original budget for 2017/18. The budgets are further analysed between:
  - Local risk budgets – these are deemed to be largely within the Chief Officer's control.
  - Central Risk budgets – these are budgets comprising specific items where the Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside his/her control or are budgets of a corporate nature (e.g. interest on balances and rent from properties).

- Support Services and Capital Charges – these cover budgets for activities provided by one service to another. The control of costs on these budgets is exercised at the point where the cost or income first arises as a local or central risk cost (e.g. Surveyors employee recharge).
4. The report also compares the current year's budget with the forecast outturn.
  5. In the various tables, expenditure and adverse variances are presented in brackets. Significant variances (generally those greater than £50,000) are commented on but in accordance with this Committees request, all adverse variances are commented on.

### **Business Planning Priorities**

6. Business priorities for 2018/19 will focus on maintaining the high quality of service within cash limited resource allocation. As all the Markets have service charges, consultation with the respective Tenants' Associations on the level of services and their costs will be important to demonstrate value for money, whilst still ensuring that the City's responsibilities as landlord and property owner are protected.
7. Other priorities will include:
  - Concluding the Strategic Review of Markets and gaining Committee and Court approval of its recommendation.
  - From efficiency measures where possible, to seek opportunities for increasing revenue from new or existing income streams.
  - Improving risk management generally and, specifically, continuing to reduce health and safety risks at the markets and minimising accidents.
  - Assisting the City Surveyor in completing the Smithfield Poultry Market project.
  - Improving the state of the infrastructure and cleaning standards at Billingsgate.
  - Installing an Entry Barrier system at New Spitalfields Market to improve control and generate income.
  - Working with the City Surveyor and the Museum of London on the project to relocate the Museum of London.
  - Providing leadership and management training for our middle managers.
  - Developing a workforce plan which ensures that our workforce has both the capability and resources to meet the business objectives.

### **8. Projects.**

- The Smithfield Poultry Market roof repairs and electrical re-wiring project will be progressed as rapidly as possible by the City Surveyor and industry.
- Following consultation with the London Fish Merchants' Association (LFMA) and individual tenants, the Additional Facilities and Phase 2 of the Re-Roofing Projects at Billingsgate Market will remain 'on hold' but further discussions are underway with the LFMA to agree affordable improvements in the Market's infrastructure.

- The Spitalfields Entry Barrier Project has been initiated and will be progressed through the Gateways and Planning Permission from LB Waltham Forest, with the intention to complete it within 2018/19. It is being funded by the Markets Repairs and Repainting Fund and requires no City funding.

### **Latest Revenue Budget for 2017/18**

9. Overall there is an increase in net surplus between the Committee's original and latest budget for 2017/18 of £496,000. Table 1A and the paragraphs below summarise the movements between the original and latest budgets comprising this saving. A further analysis of local and central risk budgets by service is provided at Appendix 1A.

### **Expenditure**

10. An increase in employment costs of £102,000 due to pay award of 1.5% and increases in pension and National Insurance costs.

11. A decrease of £559,000 for local risk premises related costs is due to:

- New Spitalfields Market - Reduction of £280,000 due to:
  - An increase in cleaning costs of £53,000 for the new Servest cleaning contract commencing in October 2017.
  - An increase in water costs of £44,000.
  - A reduction in minor improvement works due to re-phasing of work of £377,000 funded from the Repair and Repainting fund.
- Billingsgate Market - Reduction of £224,000 is due to:
  - A reduction of contribution expected from the tenants to the Market reserves fund of £150,000.
  - Revised energy budget due to new contract from October 2017, resulting in a reduction in electricity charges of £42,000.
  - Reduction in general breakdown and contract servicing budgets of £56,000.
  - Increased costs for rates due to revaluation of £19,000 and pest control and cleaning materials of £5,000.
- Smithfield Market - Reduction of £55,000 is due to:
  - Reduction in electricity of £195,000 due to better information of consumption and price.
  - An increase of Citigen energy/water costs of £34,000.
  - Increase in business rates of £83,000 for the main market and £23,000 for the Rotunda Car Park.

12. Increase of £26,000 for central risk premises related costs is due to a rate increase of £30,000 at Billingsgate Market offset by small reductions across several categories of £4,000.
13. Decrease of £614,000 is due to re-phasing of the Additional Works Programme, £688,000 at Smithfield Market which is offset by increases in the planned building, repair and maintenance works at all markets of £74,000 as detailed in Table 2A.
14. Increase in local risk supplies and services of £149,000 is due to a carry forward of £137,000 for the Strategic Review consultation and an increase in uniforms at Billingsgate due to the purchase of stab vests of £6,000 and other minor increases over several categories of £6,000.
15. Increase in central risk supplies and services of £222,000 due to:
  - An increase at Smithfield Market professional fees for the rent negotiations of £100,000 and an increase of £2,000 for the Crossrail compensation negotiations. Christmas traffic security and signage of £16,000 and installation of electric boards in the Commercial Office common areas of £5,000.
  - An increase for professional fees for the negotiations of the advertising hoarding at Billingsgate Market of £10,000.
  - An increase of £90,000 which was agreed as a central risk carry forward for the continuation of the lease negotiations at Spitalfields Market offset by a reduction of £1,000 for inspection costs.
16. Increase in local risk waste and cleaning contract of £95,000 at New Spitalfields Market is due to the retendered waste contract won by Countrystyle and the newly implemented corporate office cleaning contract by Servest starting in October 2017.
17. A transfer of £76,000 to the Billingsgate Market repainting and special works fund will be reduced due to a reduced service charge contribution.

## **Income**

18. Decrease in total income between the original 2017/18 and latest proposed 2017/18 budget totals £199,000. Main variances include:
19. Reductions in local risk income of £422,000 due to:
  - Reduced service charge income of £134,000 due to a reduction for repairs, reduced car parking income of £50,000 at Billingsgate Market, offset by receipt of a non- government grant of £16,000 for equipment purchased and an increase of market reserve transfers of £58,000.
  - Reduced income transfer from Spitalfields Market reserves of £377,000 due to reduction in repair costs. This is offset by additional net income to fund increased costs £65,000.
20. The central risk income has increased by £223,000 due to increased rent due at Spitalfields Market £215,000, Billingsgate Market of £56,000 and Smithfield other properties of £85,000, plus a net increase across Spitalfields and Billingsgate of £12,000 for increases in service charge income, which is netted off against reductions

in advertising hoarding income of £125,000 and £20,000 for transfers from reserves at Billingsgate Market.

### **Support Services and Capital Charges**

21. A detailed breakdown of support services and capital charges can be seen at Appendix 2. The decrease of £40,000 between 2017/18 original budget and 2017/18 latest budget is mainly due to decreases in Capital Charges.

### **Building Repairs and Maintenance (BRM)**

22. Members should note the basis on which repairs and maintenance budgets have been prepared for the latest estimates for 2017/18 include a part year charge from the former repairs and maintenance contractor (MITIE) and 9 months from the new contractor (Skanska), whereas the original 2018/19 budgets are based on the tendered return of the new contractor.
23. Under the terms of the BRM contract, Skanska are undertaking an asset verification exercise which is expected to be completed in February 2018, the outcome of the review is likely to result in variations to the figures that have been submitted for 2017/18 latest and 2018/19 original budgets.
24. Committees are requested to acknowledge this potential change and allow the Chamberlain (in consultation with the City Surveyor) to make the necessary budget adjustments within overall approval, following the asset verification.

TABLE 1A - MARKETS COMMITTEE SUMMARY – ALL FUNDS OR 2017/18 - LAB 2017/18

Analysis of Service Expenditure	Local or Central Risk	Actual 2016/17  £'000	Original Budget 2017/18  £'000	Latest Budget for approval (LAB) 2017/18 £'000	Movement Original 2017/18 to LAB 2017/18 £'000	Paragraph Reference
EXPENDITURE						
Employees	L	(5,238)	(5,600)	(5,702)	(102)	10
Premises Related Expenses (see note i)	L	(4,222)	(5,012)	(4,453)	559	11
Premises Related Expenses (see note ii)	C	254	(118)	(144)	(26)	12
City Surveyor – Repairs & Maintenance	L	(977)	(2,249)	(1,635)	614	13
Transport Related Expenses	L	(75)	(60)	(60)	0	
Supplies & Services (see note iii)	L	(950)	(968)	(1,117)	(149)	14
Supplies & Services (see note iv)	C	(48)	(93)	(315)	(222)	15
Waste & Cleaning Contract at New Spitalfields Market	L	(1,921)	(1,900)	(1,995)	(95)	16
Capital Charges	L	0	0	0	0	
Transfer to Reserves	L	(128)	(76)	0	76	17
Transfer to Service Charge Reserves	C	0	0	0	0	
Total Expenditure		(13,305)	(16,076)	(15,421)	655	
INCOME						
Other Grants, Reimbursements and Contribution	L	374	373	289	(84)	19
Other Grants, Reimbursements and Contribution	C	0	0	0	0	
Customer, Client Receipts (see note v)	L	10,751	11,321	11,286	(35)	19
Customer, Client Receipts (see note v)	C	3,767	1,510	1,414	(96)	20
Customer, Client Receipts (Rent)	C	2,984	4,768	5,107	339	20
Investment Income	L	6	3	19	16	19
Investment Income	C	0	0	0	0	
Transfer from Service Charge Reserves	L	147	661	342	(319)	19
Transfer from Service Charge Reserves	C	30	50	30	(20)	20
Total Income		18,059	18,686	18,487	(199)	
TOTAL EXPENDITURE/ (INCOME) BEFORE SUPPORT SERVICES AND CAPITAL CHARGES		4,754	2,610	3,066	456	
SUPPORT SERVICES AND CAPITAL CHARGES						
Central Support Services and Capital Charges		(2,653)	(2,770)	(2,731)	39	21
Recharges within Committees		0	0	0	0	
Recharges within Fund		77	77	77	0	
Recharges Across Funds		307	313	314	1	21
Total Support Services and Capital Charges		(2,269)	(2,380)	(2,340)	40	
TOTAL NET EXPENDITURE/(INCOME)		2,485	230	726	496	

- (i) Premises Related Expenses, Local Risk (L) – includes repairs & maintenance, energy costs, rates, water services, cleaning and domestic supplies
- (ii) Premises Related Expenses, Central Risk (C) – estimated car park rates liability at Billingsgate Market
- (iii) Supplies and Services, Local Risk (L) – Equipment, furniture, materials, uniforms, printing, stationary, professional fees, grants & subscriptions
- (iv) Supplies and Services, Central Risk (C) – actual includes legal fees for Smithfield Market, current year estimates include rates and professional fees for Billingsgate.
- (v) Customer, Client Receipts Local risk (L) – service charge and car parking income and reimbursements for electricity and water

## **Proposed Revenue Budget for 2018/19**

25. The provisional 2018/19 budgets being presented to your Committee and under the control of the Director of Markets and Consumer Protection have been prepared in accordance with the guidelines agreed by the Policy and Resources and Finance Committees. These include 1.5% cash limit allowance for pay increases and a 2% reduction for efficiency savings in base budgets. The budget has been prepared within the resources allocated to the Director.
26. Overall there is an increase in net surplus of £1,990,000 compared with the original budget for 2017/18 of £230,000 between the Committee's 2017/18 and 2018/19 original budgets. Table 1B and the paragraphs below summarise the movements comprising this reduction. A further analysis of the local and central revenue budgets by service is provided in Appendix 1B.

## **Expenditure**

27. Increase in employment costs of £244,000 is due to an uplift of 1.5% for cost of living increase and incremental increases together with increases in pension contributions and National Insurance.
28. Decrease of £121,000 for premises related costs is due to:
- Decrease in repair and maintenance of £372,000 at New Spitalfields Market, netted off against increased costs for the new office cleaning contract with Servest of £47,000, increased energy and water charges of £59,000.
  - Decrease in energy costs of £30,000 and £50,000 for contribution to market reserves due to reduced repair and maintenance cyclical works for Billingsgate Market. This is netted off against an increase in rates of £21,000, cleaning and pest control materials of £10,000 and general repairs of £26,000.
  - Increased business rates for Smithfield Market and the car park £80,000, HV tanking of plant £74,000 in the East Market, £64,000 to complete installation of electric meters, Citigen heating and cooling increases of £54,000 and signage £11,000. This is netted off against a reduction in electric of £115,000 due to revision of consumption and price.
29. An increase in premises related expenditure on the central risk of £229,000 is due to rates increase at Billingsgate Market for the car park of £28,000 and the cost of

services for the vacant premises within the Poultry Market payable by the Landlord under the 2013 lease agreement of £201,000.

30. Decrease of £594,000 detailed on table 2B is due to re-phasing of City Surveyors repairs of £631,000 at Smithfield Market and increases in reactive and planned works at all markets £37,000.
31. Increased transport costs of £17,000 due to the purchase of a sit on scrubber-dryer vehicle for Smithfield Market.
32. Increased local risk supplies and services of £54,000 due to:
  - An increase in publicity costs to improve social media presence of £20,000, netted against reductions of £11,000 for computer maintenance, licenses, legal fees and cash collection.
  - Increases at Smithfield Market for a jet wash machine £6,000, Christmas traffic management £16,000, 4% contractual increase for refuse collection, £24,000.
  - A net reduction over several categories of £1,000.
33. The £1,000 increase in costs is due to Inspection costs at Smithfield Market.
34. Increased costs for the waste, recycling and cleaning contract tendered by Countrystyle at New Spitalfields Market has increased the fixed price of the contract by £200,000.
35. The decrease of transfers to the markets reserve accounts at Billingsgate Market of £76,000 is due to an increase in repairs and equipment and a reduction in contribution from the service charge, resulting in less funds transferred to the reserves.

## **Income**

36. An increase in total income between the original 2017/18 and latest proposed 2018/19 budget totals £1,814,000 as follows:
37. Decrease of £223,000 is due to reduced contributions payable by the tenants at Billingsgate Market of £50,000 and reduction of £173,000 at Smithfield Market for direct recoverable rates which will be recoverable via the service charge from 2018-19 as per the terms of the lease agreement.
38. Increase for local risk client receipts of £1,461,000 is due to:
  - Increased income generated due to recovering all cost of services from the market trading tenants at Smithfield Market due to the capped agreement ceasing from 01/04/2018 of £1,018,000.
  - Increase in car park charges of £33,000, additional reimbursement from Commercial Office tenants of £36,000 for the HV tanking netted against a reduction for electricity costs reimbursement of £20,000 at Smithfield Market.



- Recoverable service charge income has increased £58,000 to compensate for net increases in employment, water and materials and filming income has increased by £6,000 at Billingsgate Markets.
- Admission charging into New Spitalfields Market will generate £400,000 additional income which will be netted off against the car parking income which will no longer be charged of £70,000. The income is for the benefit of the service charge.

39. Increase for central risk income of £864,000 due to:

- Increase in Service Charge reimbursement income which will fund recharged costs and Building, Repair and Maintenance (BRM) costs, £790,000 at Smithfield Market.
- Increased Service Charge reimbursements for recharges and BRM costs of £74,000 for all markets.

40. Increase of rental income at Billingsgate £62,000 and Smithfield Other properties of £35,000.

41. Decrease in transfers of £385,000 from the market reserves for local and central risk costs due to lower costs of repairs and projects which are no longer required to be funded by the contributions to the service charge for Billingsgate and New Spitalfields Markets.

### **Support Services and Capital Charges**

42. The net decrease of £130,000 between 2017/18 and 2018/19 original budgets is due to decreases in insurance and capital charges. A detailed breakdown can be seen at Appendix 2.

TABLE 1B - MARKETS COMMITTEE SUMMARY – ALL FUNDS OR 2017/18 to OR 2018/19

Analysis of Service Expenditure	Local or Central Risk	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Original Budget 2018/19 £'000	Movement 2017/18 to 2018/19 £'000	Paragraph Reference
EXPENDITURE						
Employees	L	(5,238)	(5,600)	(5,844)	(244)	27
Premises Related Expenses (see note i)	L	(4,222)	(5,012)	(4,891)	121	28
Premises Related Expenses (see note ii)	C	254	(118)	(347)	(229)	29
City Surveyor – Repairs & Maintenance	L	(977)	(2,249)	(1,655)	594	30
Transport Related Expenses	L	(75)	(60)	(77)	(17)	31
Supplies & Services (see note iii)	L	(950)	(968)	(1,022)	(54)	32
Supplies & Services (see note iv)	C	(48)	(93)	(94)	(1)	33
Waste & Cleaning Contract at New Spitalfields Market	L	(1,921)	(1,900)	(2,100)	(200)	34
Transfer to Reserves	L	(128)	(76)	0	76	35
Total Expenditure		(13,305)	(16,076)	(16,030)	46	
INCOME						
Other Grants, Reimbursements and Contribution	L	374	373	150	(223)	37
Other Grants, Reimbursements and Contribution	C	0	0	0	0	
Customer, Client Receipts (see note v)	L	10,751	11,321	12,782	1,461	38
Customer, Client Receipts (see note v)	C	3,767	1,510	2,374	864	39
Customer, Client Receipts (Rent)	C	2,984	4,768	4,865	97	40
Investment Income	L	6	3	3	0	
Transfer from Service Charge Reserves	L	147	661	295	(366)	41
Transfer from Service Charge Reserves	C	30	50	31	(19)	41
Total Income		18,059	18,686	20,500	1,814	36
TOTAL EXPENDITURE/ (INCOME) BEFORE SUPPORT SERVICES AND CAPITAL CHARGES		4,754	2,610	4,470	1,860	
SUPPORT SERVICES AND CAPITAL CHARGES						
Central Support Services and Capital Charges		(2,653)	(2,770)	(2,635)	135	
Recharges within Committees		0	0	0	0	
Recharges within Fund		77	77	77	0	
Recharges Across Funds		307	313	308	(5)	
Total Support Services and Capital Charges		(2,269)	(2,380)	(2,250)	130	42
TOTAL NET EXPENDITURE/(INCOME)		2,485	230	2,220	1,990	

## City Surveyors Local Risk

43. The decrease of £614,000 between original and latest budget for 2017/18 for the City Surveyor's repairs and maintenance programme reflects changes in the composition and phasing of the works as outlined in Table 2A below

TABLE 2A - CITY SURVEYOR LOCAL RISK OR 2017/18 - LAB 2017/18			
	Original Budget 2017/18	Latest Budget for Approval 2017/18	Movement
Repairs and Maintenance	£'000	£'000	£'000
Additional Works Programme	(1,521)	(833)	688
Planned, Re-active & Cyclical Works			
Billingsgate	(171)	(178)	(7)
Smithfield	(476)	(533)	(57)
Spitalfields	(81)	(91)	(10)
Total City Surveyor	(2,249)	(1,635)	614

44. The decrease of £594,000 between original 2017/18 and original 2018/19 budget for the City Surveyor's repairs and maintenance programme reflects changes in the composition and phasing of the works as outlined in Table 2B below

TABLE 2B - CITY SURVEYOR LOCAL RISK OR 2017/18 - OR2018/19			
	Original Budget 2017/18	Original Budget 2018/19	Movement
Repairs and Maintenance	£'000	£'000	£'000
Additional Works Programme	(1,521)	(890)	631
Planned, Re-active & Cyclical Works			
Billingsgate	(171)	(184)	(13)
Smithfield	(476)	(490)	(14)
Spitalfields	(81)	(91)	(10)
Total City Surveyor	(2,249)	(1,655)	594

45. Budgets have provisionally been included for the 2018/19 additional works programme based on bids considered by the Corporate Asset Sub (Finance) Committee in June 2017. However, a decision on funding of the programme is not due to be made by the Resource Allocation Sub (Policy and Resources) Committee until December 2018. It may therefore be necessary to adjust budgets to reflect the Resource Allocation Sub (Policy and Resources) Committee's decision.
46. The main elements for the decrease in the additional works programme 2018/19, which is for Smithfield Market only, is that the value of work identified in the City Surveyor's 20-year programme for the latest budget for 2017/18 and 2018/19 has been re-phased in comparison with the combined value of various programmes in the original estimate for 2017/18.
47. The planned and reactive works contract has been awarded to Skanska who are carrying out an extensive asset review at the markets. It may therefore be necessary to adjust budgets to reflect possible increases or decreases in planned works for all markets.

### Manpower Statement

48. Analysis of the movement in manpower and related staff costs are shown in Table 3.

Table 3 - Manpower statement OR 2017/18 - OR 2018/19				
	Original Budget 2017/18		Original Budget 2018/19	
	Manpower Full-time Equivalent	Estimated cost	Manpower Full-time Equivalent	Estimated cost
		£'000		£'000
Directorate	5.4	(433)	5.4	(449)
Spitalfields Market	34.0	(1,562)	34.0	(1,610)
Smithfield Market	46.0	(1,860)	46.0	(1,985)
Billingsgate Market	38.5	(1,745)	38.5	(1,800)
<b>TOTAL MARKETS</b>	<b>123.9</b>	<b>(5,600)</b>	<b>123.9</b>	<b>(5,844)</b>

### Potential Further Budget Developments

49. The provisional nature of the 2018/19 revenue budget recognises that further revisions may be required, particularly relation to:
- Decisions on funding of the Additional Work Programme by the Resource Allocation Sub (Policy and Resources) Committee
  - Capital and depreciation charges, central and department recharges, which have not yet been finalised for the forthcoming year.

### Forecast Outturn 2017/18

50. The forecast outturn for the current year is above the latest approved budget by approximately £160,000. This is due mainly to reduced service charge income as a

result of delaying the additional lettings at the Poultry Market. The Director of Markets and Consumer Protection will review all options within his overall resources for Markets and Consumer Protection to stay within his allocation for Markets Committee services by year end.

### **Members Format – Operating Summary**

51. Members have, in the past, expressed interest in the financial performance of individual Wholesale Markets (i.e. excluding the car park and outside properties at Smithfield). This is set out in Appendix 3.
52. There is an overall surplus to the City of London Corporation for operating the Markets of £2,251,000 in 2018/19. The surplus is higher than the overall Committee total of £2,220,000, as the excluded items produced a net cost of £31,000. The overall Market surplus for 2018/19 includes costs for capital charges and depreciation totalling £905,000.
53. Appendix 4a and 4b details the reasons for all adverse variances and favourable variances over £50,000.

### **Draft Capital Depreciation Budget**

54. The City of London Corporation has adopted the Generally Accepted Accounting Practices UK (GAAP UK) which has resulted in the notional capital costs at Spitalfields Market, Smithfield Market and Billingsgate Market being written down and depreciation of the building and plant being charged to the revenue account. The charges for 2018/19 are:

Table 4 - Annual Capital Depreciation Charges	
Market	£
Spitalfields	(689)
Billingsgate	(117)
Smithfield	(99)
Total	(905)

### **Draft Capital and Supplementary Revenue Budgets**

55. The latest estimated costs for the Committee's draft capital and supplementary revenue projects are summarised in the Table below.

		Ex. Pre				
Service Managed	Project	01/04/2017	2017-18	2018-19	Later Years	Total
		£'000	£'000	£'000	£'000	£'000
Pre-implementation						
Smithfield	Poultry Market repairs	(1,133)	(210)			(1,343)
Spitalfields	Entry Barrier		(66)			(66)
Total Markets		(1,133)	(276)			(1,409)

56. Pre-implementation costs comprise feasibility and option appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work. It should be noted that the above figures exclude the implementation costs of those schemes which have yet to receive authority to start work.
57. Implementation of the Poultry Market Repairs project at Smithfield Market, which is being funded by the City, is anticipated to commence in 2017/18, subject to authority to start work.
58. The installation of the barrier at Spitalfields to control access to the site has been delayed due to the requirement for a full planning application rather than a Certificate of Lawful Use.
59. The latest Capital and Supplementary Revenue Project budgets will be presented to the Court of Common Council for formal approval in March 2018.

Contact: Debbie Howard - Senior Accountant,  
Chamberlain's Department  
[debbie.howard@cityoflondon.gov.uk](mailto:debbie.howard@cityoflondon.gov.uk), Tel: 020 7332 3574

**Appendix 1A - Analysis by Service Managed OR 2017/18 - LAB 2017/18**

	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Latest Budget for approval (LAB) 2017/18 £'000	Movement OR 2017/18 - LAB 2017/18 £'000	Paragraph reference
<b>CITY FUND</b>					
<b>Spitalfields Market</b>					
- Service Charge Account	(12)	(27)	(27)	0	
- City Account	1,944	1,220	1,292	72	
- Repairing and Repairs Fund	0	0	0	0	
<b>Total Spitalfields Market</b>	<b>1,932</b>	<b>1,193</b>	<b>1,265</b>	<b>72</b>	
<b>TOTAL CITY FUND</b>	<b>1,932</b>	<b>1,193</b>	<b>1,265</b>	<b>72</b>	
<b>CITY'S CASH</b>					
<b>Smithfield</b>					
Service Charge Account	(1,705)	(1,586)	(1,422)	164	
Non-Service Charge Account	905	(344)	(6)	338	
Other Services	517	(133)	(24)	109	
<b>Total Smithfield Market</b>	<b>(283)</b>	<b>(2,063)</b>	<b>(1,452)</b>	<b>611</b>	
<b>Billingsgate</b>					
Service Charge Account	0	0	0	0	
Non-Service Charge Account	836	1,100	913	(187)	
Repairing and Special Works Account	0	0	0	0	
<b>Total Billingsgate Market</b>	<b>836</b>	<b>1,100</b>	<b>913</b>	<b>(187)</b>	
<b>Markets Directorate</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL CITY'S CASH</b>	<b>553</b>	<b>(963)</b>	<b>(539)</b>	<b>424</b>	
<b>TOTAL</b>	<b>2,485</b>	<b>230</b>	<b>726</b>	<b>496</b>	

# Appendix 1B - Analysis by Service Managed OR 2017/18 - OR 2018/19

	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Original Budget 2018/19 £'000	Movement OR 2017/18- OR 2018/19 £'000	Paragraph reference
<b>CITY FUND</b>					
<b>Spitalfields Market</b>					
- Service Charge Account	(12)	(27)	(21)	6	
- City Account	1,944	1,220	1,204	(16)	
- Repairing and Repairs Fund	0	0	0	0	
<b>Total Spitalfields Market</b>	1,932	1,193	1,183	(10)	
<b>TOTAL CITY FUND</b>	1,932	1,193	1,183	(10)	
<b>CITY'S CASH</b>					
<b>Smithfield</b>					
Service Charge Account	(1,705)	(1,586)	0	1,586	
Non-Service Charge Account	905	(344)	(174)	170	
Other Services	517	(133)	55	188	
<b>Total Smithfield Market</b>	(283)	(2,063)	(119)	1,944	
<b>Billingsgate</b>					
Service Charge Account	0	0	0	0	
Non-Service Charge Account	836	1,100	1,156	56	
Repairing and Special Works Account	0	0	0	0	
<b>Total Billingsgate Market</b>	836	1,100	1,156	56	
<b>Markets Directorate</b>	0	0		0	
<b>TOTAL CITY'S CASH</b>	553	(963)	1,037	2,000	
<b>TOTAL</b>	2,485	230	2,220	1,990	



<b>Appendix 2 - Support Service and Capital Charges from/to Markets Committee</b>				
	<b>Actual 2016/17</b>	<b>Original Budget 2017/18</b>	<b>Latest Budget for Approval (LAB) 2017/18</b>	<b>Original Budget 2018/19</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Support Service and Capital Charges</b>				
Administrative Buildings	(34)	(40)	(36)	(40)
City Surveyor's Employee Recharge	(224)	(214)	(227)	(225)
Insurance	(502)	(523)	(517)	(489)
Liability Insurance	(44)	(39)	(34)	(36)
Film Liaison-Legal Fees	(6)	0	0	0
IS Recharges – Chamberlain	(277)	(224)	(303)	(300)
City Procurement Recharges - Chamberlain	(52)	(61)	(55)	(54)
Capital Charges	(915)	(957)	(950)	(905)
<b>Support Services -</b>				
Chamberlain	(279)	(294)	(306)	(287)
Comptroller and City Solicitor	(80)	(153)	(30)	(29)
Town Clerk	(150)	(168)	(195)	(190)
City Surveyor	(90)	(97)	(78)	(80)
<b>Sub-total Support Services and Capital Charges</b>	<b>(2,653)</b>	<b>(2,770)</b>	<b>(2,731)</b>	<b>(2,635)</b>
<b>Recharges Within Funds</b>				
Corporate and Democratic Core – Finance Committee	77	77	77	77
<b>Recharges Across Funds</b>				
Directorate Recharge - Markets – City Fund	0	0	0	0
Directorate Recharge – Licensing Committee	20	20	20	19
Directorate Recharge – Port Health and Environmental Services Committee	287	293	294	289
<b>TOTAL SUPPORT SERVICE AND CAPITAL CHARGES</b>	<b>(2,269)</b>	<b>(2,380)</b>	<b>(2,340)</b>	<b>(2,250)</b>

The Capital Charges within this Committee total £905,000 in 2018/19. These relate to depreciation charges at Spitalfields Market £689,000 depreciation at Smithfield Market, the Animal- By- Product facility and the Car Park £99,000; and depreciation charges at Billingsgate Market £117,000 based on the estimated value as at 1 April 2014 divided by anticipated lives of assets. This is in accordance with the City adopting the UK GAAP accounting.

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### **Operating Statement Notes**

The tables below analyse the favourable variances over £50,000 and all adverse variance for the Wholesale Markets as reported on the Operating Summary which is attached at Appendix 3. The summary compares the Original 2017-18 to the 2017/18 Latest Budget for Approval (LAB). It has not been prepared in accordance with conventional City of London Corporation format. Brackets on the summary signify an expenditure item or a deficit position.

<b><u>New Spitalfields Market Note number</u></b>	<b><u>Description</u></b>	<b><u>2017/18 OR to LAB 2017/18 Variance</u></b>
	<b>Expenditure</b>	
1	Employment costs	The decrease of £2,000 is due to: An increase of 1.5% for cost of living increases and 4% increase in London weighting together with increments of £30,000 netted against a decrease in administration and constable post for 6 months of £28,000.
2	Premises	The decrease of £280,000, 16%, for premises related expenditure is due to: <ul style="list-style-type: none"> <li>• An increase in cleaning costs of £53,000 for the new Servest cleaning contract commencing in October 2017.</li> <li>• An increase in water costs of £44,000.</li> <li>• Reduction in minor improvements works funded from the Repair and Repainting fund of £377,000 due to City Surveyors re-phasing. The works estimated have now been reviewed and scaled back to a more manageable list.</li> </ul>
3	Supplies and Services	The increase of £81,000, 51%, is due to: <ul style="list-style-type: none"> <li>• An increase of £90,000 which was agreed as a central risk carry forward for the continuation of the lease negotiations at Spitalfields Market offset by a reduction of £9,000 for inspection costs and communication costs.</li> </ul>
4	Waste and Cleaning contract	The increase of £95,000, 5% is due to the retendered waste contract won by Country style and the newly implemented corporate office cleaning contract by Servest starting in October

		2017. This is recoverable under the service charge.
	<b>Income</b>	
5	Rent	The increase of £215,000, 11% is due to additional backdated rent.
6	Charges for services	The increase in income of £161,000, 3%, is due to increased service charge costs.
7	Capital and Depreciation	Increased depreciation for equipment and buildings of £24,000 4%.
8	Other Central Costs	The £386,000, 187% increase is due to reduced service charge transfers of £377,000 from the market reserves due to delays in repairs funded from the repainting and repair fund and increased Directorate recharges for the Strategic Review £35,000 netted off against reductions for insurances and support central recharges £26,000.

<b><u>Billingsgate Market Note number</u></b>	<b><u>Description</u></b>	<b><u>2017/18 OR to LAB 2017/18 Variance</u></b>
	<b>Expenditure</b>	
9	Employment costs	The increase of £11,000, 2% is due to expected cost of living increase of 1.5% on basic pay and 4% on London Weighting.
10	Premises	<p>The reduction of service charge premises related costs of £191,000, 15% is due to;</p> <ul style="list-style-type: none"> <li>• A reduction of contribution expected from the tenants to the Market reserves fund of £150,000.</li> <li>• Revised energy budget due to new contract from October 2017, resulting in a reduction in electricity of £42,000.</li> <li>• Reduction in general breakdown and contract servicing budgets of £56,000.</li> <li>• Increased costs for rates due to revaluation of £49,000 and pest control and cleaning materials of £8,000.</li> </ul>
11	Supplies and Services	The increase in supplies and services of £44,000, 38% is due to increases for uniforms and equipment of £34,000 and £10,000 increase for legal/professional costs for the rental renewal negotiations.

	<b>Income</b>	
12	Rent, Wayleaves and Tolls	The increase of £56,000, 6% is due to rent reviews.
13	Charges for Services	<p>The reduced income of £378,000, 10%, is due to:</p> <ul style="list-style-type: none"> <li>• reduced service charge recovered because of reduced costs on the service charge of £203,000.</li> <li>• reduced car parking income due to reduced use by Fish Market customers £50,000.</li> <li>• reduced advertising hoarding income of £125,000.</li> </ul>
14	Other central costs	There is a net increase of £1,000 due to £46,000 for the Strategic Review netted against reductions in insurance and central support charges of £45,000.

<b><u>Smithfield Market Note number</u></b>	<b><u>Description</u></b>	<b><u>2017/18 OR to LAB 2017/18 Variance</u></b>
	<b>Expenditure</b>	
15	Employee costs	The £76,000 increase, 4% is due to cost of living increases and increments.
16	Premises	<p>The £693,000, 17% reduction is due to:</p> <ul style="list-style-type: none"> <li>• Re-phasing of the City Surveyor additional work programme and planned works of £614,000</li> <li>• Reduction in electricity of £195,000 due to better information of consumption and price to set a revised estimate.</li> <li>• An increase of Citigen energy/water costs of £34,000.</li> <li>• Increase in business rates of £83,000.</li> <li>• Net reductions over several categories of £1,000.</li> </ul>
17	Supplies and Services	<p>The increase of £119,000, 28% is due to:</p> <ul style="list-style-type: none"> <li>• Increase of £100,000 for professional fees for the rent negotiations and an increase of £2,000 for the Crossrail compensation negotiations.</li> <li>• Increase of Christmas traffic security and signage of £16,000 and a net increase across several categories of £1,000.</li> </ul>
	<b>Income</b>	
18	Other central costs	The increase of £69,000, 9% is due to the increase for Strategic Review £54,000. A net increase of £15,000 for increased surveyor's recharges netted against reductions for insurance and support costs.



### **Operating Statement Notes**

The tables below analyse the favourable variances over £50,000 and all adverse variance for the Wholesale Markets as reported on the Operating Summary which is attached at Appendix 3. The summary compares the Original 2017-18 to the Original 2018/19 Budget. It has not been prepared in accordance with conventional City of London Corporation format. Brackets on the summary signify an expenditure item or a deficit position.

<b><u>New Spitalfields Market Note number</u></b>	<b><u>Description</u></b>	<b><u>2017/18 OR to 2018/19 OR Variance</u></b>
	<b>Expenditure</b>	
19	Employees	The increase in cost of £48,000, 3% which is recoverable through the Service Charge is due to increases for increments, cost of living uplift, National Insurance and pensions.
20	Premises Related	The decrease in cost of £266,000, 15%, is in relation to a decrease in repair and maintenance of £372,000 netted off against increased costs for the new office cleaning contract with Servest of £47,000 and increased energy and water charges of £59,000.
21	Waste/Recycling Contract	The £200,000, 11% increase in costs, is due to the re-tender of the waste contract and the market uplift on the fixed price of the contract.
	<b>Income</b>	
22	Charges for services	The increase in income of £339,000, 7%, is due to income generated from the new entry barrier of £400,000, netted off against a reduced budget for car parking of £65,000 as this is now included in the entry charge and a small net increase over several other income categories of £4,000.
23	Capital and Depreciation	Increased depreciation for equipment and buildings of £37,000, 6%.
24	Other Central Costs	The net increase of £238,000, 116% is due to the transfer of funds to the reserves because of reductions in projects.

<b><u>Billingsgate Market Note number</u></b>	<b><u>Description</u></b>	<b><u>2017/18 OR to 2018/19 OR Variance</u></b>
	<b>Expenditure</b>	
25	Employment costs	The £55,000, 3%, service charge increase is due to higher increments and cost of living increases.

26	Premises	<p>The £19,000, 2% service charge increase is due to:</p> <ul style="list-style-type: none"> <li>• A decrease in energy costs of £30,000.</li> <li>• Reduction of £50,000 for contribution to market reserves due to reduced works.</li> <li>• An increase in rates of £54,000, cleaning and pest control materials of £10,000 and general repairs of £35,000.</li> </ul>
27	Supplies and Services	The service charge increase of £10,000, 9% is additional uniform costs such as stab vests.
	<b>Income</b>	
28	Rent	The £62,000, 7%, is due to increases in rent.
29	Charges for Services	The £47,000, 1% decrease is due to £50,000 reduction for fish market customer car parking and a net increase over several income categories of £3,000.
30	Other costs      Central	The £83,000, 21% reduction is due to reduced Contribution to the Repair and Special Works fund of £50,000, reductions in insurance and central support costs of £13,000 and a £20,000 reduction in transfers to the tenant repair fund.

<b><u>Smithfield Market Note number</u></b>	<b><u>Description</u></b>	<b><u>2017/18 OR to 2018/19 OR Variance</u></b>
	<b>Expenditure</b>	
31	Employment.	The increased costs of £125,000, 7%, is due to higher increments and cost of living increases.
32	Premises	<p>The £218,000, 5% decrease is due to:</p> <ul style="list-style-type: none"> <li>• A £631,000 decrease in City Surveyors costs for additional works programme and an increase for cyclical works of £14,000.</li> <li>• Increased business rates for Smithfield Market £52,000, HV tanking of plant, £74,000 in the East Market, £64,000 to complete installation of electric meters, Citigen heating and cooling increases of £54,000. This is netted off against a reduction in electric of £45,000 due to revision of consumption and price.</li> <li>• An increase of £200,000 for services payable by the City on vacant premises.</li> </ul>
33	Transport	The increase in cost of £17,000, 567% is due to the purchase of a ride on scrubber/dryer.
34	Supplies and services	The increase in costs of £46,000, 11% is due to an increase for a jet wash machine, £6,000, Christmas traffic management, £16,000, contractual increase for refuse collection, £24,000.
	<b>INCOME</b>	
35	Charges for Services	<p>The increased income of £1,674,000, 47% is due to:</p> <ul style="list-style-type: none"> <li>• recovering cost of services from the tenants as the capped agreement ends on 31.3.2018 of £1,808,000 less rates that were directly recovered from individual tenants which are now included in the service charge of £173,000.</li> <li>• increase from Commercial Office tenants of £36,000 for the HV tanking and a net increase for works, electric and water of</li> </ul>

		£3,000.
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<b>Committee:</b>	<b>Date:</b>
Markets	29 November 2017
<b>Subject:</b> Draft Departmental Business Plan 2018/19 - Markets and Consumer Protection	<b>Public</b>
<b>Report of:</b> Director of Markets and Consumer Protection	<b>For Information</b>
<b>Report author:</b> Don Perry, Markets and Consumer Protection	

## Summary

This report presents for information the draft high-level business plan for the Department of Markets and Consumer Protection for 2018/19. It is presented alongside the departmental estimate report to enable the draft ambitions and objectives to be discussed in conjunction with the draft budget for the forthcoming year.

## Recommendation

Members are asked to note the Department of Markets and Consumer Protection's draft high-level business plan for 2018/19 and provide feedback where necessary.

## Main Report

### Background

1. As part of the new framework for corporate and business planning, departments were instructed to produce standardised high-level, 2-side business plans for the first time in 2017/18. These were presented as drafts to Service Committees in January/February and as finals for formal approval in May/June. Members generally welcomed these high-level plans for being brief, concise, focused and consistent statements of the key ambitions and objectives for every department.
2. For 2018/19, departments have again been asked to produce high-level plans in draft, this time to be presented to Service Committees alongside the departmental Estimate Reports, so that draft ambitions can be discussed at the same time as budgets. This represents a first step towards integrating budget-setting and priority-setting.
3. Discussions are also taking place on aligning other key corporate processes with the corporate and business plans, such as workforce planning and risk management. Achieving this will represent a significant step towards the City Corporation being able to optimise its use of resources. The next step will be the presentation of the overall corporate budget alongside the refreshed Corporate Plan at the Court of Common Council in March.

4. With these key documents in place and a new corporate performance management process being brought forward, the City Corporation will be able to drive departmental activities to deliver on corporate priorities and allocate its resources in full knowledge of where it can achieve most impact on the issues and opportunities faced by the City, London and the UK.
5. A revised draft of the Corporate Plan has been produced following consultation with Service Committees and Members between April and July, and is being used for staff engagement between September and November. Members should therefore start to see closer alignment between the departmental business plans and the draft outcomes from the Corporate Plan.
6. Work is also taking place on reviewing the content and format of the supporting detail that will sit beneath the high-level business plans. This includes: information about inputs (e.g. IT, workforce, budgets, property and assets); improved links to risk registers; value for money assessments, and schedules of measures and key performance indicators for outputs and outcomes. This will be a key element in the move towards business planning becoming less of a document production process and more of a joined-up service planning process, linked to corporate objectives.

### **Draft high-level plan**

7. This report presents at Appendix 1, the draft high-level plan for 2018/19 for the Department of Markets and Consumer Protection.

### **Department of Markets and Consumer Protection**

8. The draft high-level business plan draws together the wide range of services provided, and regulatory functions carried out, by the whole Department. As the Department reports to three separate Committees (Port Health and Environmental Services Committee; Licensing Committee; Markets Committee) for discrete aspects of its work, only the information relating to the work of the Markets, for which this Committee is responsible, is shown in clear, black, font on the copy of the plan at Appendix 1.
9. The ambitions, objectives and performance measures contained within the high-level business plan are underpinned by the Department's statutory duties, core functions and its commitment to supporting corporate priorities.

### **Corporate & Strategic Implications**

10. The ambitions set out in the plan align with a number of the outcomes in the draft Corporate Plan 2018-23, particularly those within the strategic objectives to "Grow the economy" and "Contribute to a flourishing society". Much of the work of the Markets is focussed on providing the environment in which the markets and their stakeholders, the buyers, our tenants, and local communities, can thrive and flourish.

## **Conclusion**

11. This report presents the draft high-level plan for 2018/19 for the Department of Markets and Consumer Protection in order that Members are able to feed into this plan at an early stage. A final plan will be presented for approval prior to the start of the 2018/19 financial year.

## **Appendices**

- Appendix 1 – Draft high-level business plan 2018/19

### **Don Perry**

Head of Business Performance, Department of Markets and consumer Protection

T: 020 7332 3221

E: [donald.perry@cityoflondon.gov.uk](mailto:donald.perry@cityoflondon.gov.uk)

**We provide vital public services by advising and regulating a wide variety of businesses in the Square Mile and beyond to protect consumers and communities from legislative non-compliance and fraud. We also provide access to fresh produce as a vital link in the food supply chain for London and the South by operating three thriving wholesale food markets.**

**Our ambitions are that:**

- We will demonstrate leadership for London by delivering our Air Quality Strategy 2015-2020 and we will work with others to promote a new Clean Air Act.
- We will operate thriving markets, with modern infrastructure, that meet the needs of buyers, our tenants, and local communities.
- We will develop our Port Health service to be the fastest processor of imported food and feed consignments in the UK.
- We will develop and expand our Animal Health services to provide world class facilities at Heathrow Animal Reception Centre which accommodate anticipated increases in demand.
- We will set the benchmark nationally for Licensing Policy and other Schemes that promote the Licensing objectives.
- We will meet the current and future needs of our stakeholders by protecting consumers through the enforcement of a wide range of legislation and undertaking appropriate interventions.

**What we do is:**

Our Port Health and Public Protection Division (PH&PP) is sub-divided into three service areas:

- Public Protection provides a comprehensive and effective environmental health, trading standards and licensing service for the City of London, and at times beyond, ensuring that, through monitoring, regulation and enforcement, City residents and businesses can enjoy an environment and services which are, so far as possible, safe and without risk to their health or welfare.
- As London Port Health Authority, the Port Health Service controls imported food and feed, and infectious disease, as well as protecting the environment along 151km of the tidal Thames.
- The Animal Health & Welfare Service provides animal health services to London, including carrying out inspections of pet shops, zoos, dog breeding and riding establishments, and dealing with illegal imports of animals. The service also runs the Animal Reception Centre at Heathrow.

**We operate the three City of London wholesale food markets:**

- As landlords we manage and provide administration, maintenance, cleaning and security services to Billingsgate, New Spitalfields and Smithfield Markets.
- These markets supply fish, fruit, vegetables, flowers, and meat to a host of food service sectors within the South East and beyond.
- Customers range from catering companies, butchers, fishmongers, and greengrocers to restaurants, hotels, schools, street and retail markets, secondary wholesalers, and small local businesses.
- The wholesale markets still turnover some 30% of the fresh produce entering London and are a vital link in the food supply chain.

**Our budget for 2018/19 is:**

<b>Expenditure</b>	<b>£'000</b>
Markets	16,030
<b>Income</b>	
Markets	(20,500)
<b>Net Local Risk Expenditure (surplus)</b>	
Markets	(4,470)



## Our top line objectives are:

### Service deliverables

1. Evaluate the potential impact of leaving the EU on the services provided by PH&PP and make suitable preparations.
2. Continue to implement a Low Emission Neighbourhood in the City to improve air quality and mitigate the risk of air pollution, including a Low Emission Zone (LEZ).
3. The Licensing Team will continue to expand the Safety Thirst Award Scheme, which aims to reduce crime and anti-social behaviour.
4. The Trading Standards Team will maintain its focus on preventing financial fraud.
5. The Commercial Team will continue to seek to increase the number of compliant food businesses in the City.
6. The Pollution Team will implement the Action Plan of the Noise Strategy 2016-2026.
7. Implement site monitoring of noise from building sites, and the outcome of the consultation on Saturday morning working.
8. Investigate, and begin to implement, new income generation proposals.
9. Complete the delivery of Service Based Review (SBR) measures and historic repair works at Smithfield Market.
10. Build on the findings of the strategic review of markets and produce report for decision by Members.

### Corporate programmes and projects

- Air Quality Project: ensure that the City Corporation complies with the new statutory requirements for London Local Air Quality Management. Demonstrate leadership for London by implementing the actions set out in the Air Quality Strategy 2015-2020
- Corporate Apprenticeship Scheme: support the scheme by offering a range of suitable placements for candidates.
- Focus on further reductions in energy usage as part of the Energy Efficiency Programme.
- Secure City Programme: contribute to the development of the Customer Relationship Management (CRM) system as part of delivering the programme's three key initiatives to provide a safer environment for our customers and stakeholders to live and do business in.

### Departmental programmes and projects

- Procure and install a multi-lane entry barrier system and pedestrian access control at New Spitalfields Market.
- Identify and take up opportunities to increase income generation in all parts of the department and thereby achieve the corporately required 2% savings target.
- In liaison with the IT Department, continue to develop the use of technology and mobile working solutions.

### How we plan to develop our capabilities this year

- Improve working relationships with partners, Government Departments and other agencies through collaboration and sharing information and expertise.
- Refresh our Workforce Plan, including consideration of appropriate proposals for succession planning.
- Continue to develop our leadership capabilities through the departmental Leadership Development Programme.

## What we'll measure:

1. Preparation and implementation of a plan for active engagement with central government as the exit negotiations progress
2. Levels of air pollution in the City.
3. The number and quality of applications received for the Safety Thirst Award Scheme.
4. The number of reported incidences of City residents experiencing financial fraud.
5. The change in the overall Food Hygiene Ratings Scheme (FHRS) ratings profile for City food establishments.
6. Delivery of key actions.
7. Income generated and the number of sites monitored.
8. Income levels.
9. Income levels at Smithfield Market.
10. Report findings of the review to Markets Committee for decision by May 2018.

## What we plan to do in the future:

- Identify the potential impacts and opportunities of the UK's exit from the EU and prepare appropriate strategies to address them.
- Improve air quality and manage the risk to our residents and stakeholders. Work with third parties to influence London-wide and national strategies.
- Develop extra facilities at Heathrow Animal Reception Centre to meet anticipated increases in demand and thereby increase income.
- Expand our capacity at the ports in order to accommodate anticipated increased demand.
- Implement the findings of the market testing review for a potential Primary Authority Service Unit.
- Investigate alternative methods of service delivery.

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# Agenda Item 6

<b>Committee:</b> Markets Committee	<b>Date:</b> 29 November 2017
<b>Subject:</b> Markets Committee Risk	<b>Public</b>
<b>Report of:</b> David Smith Director of Markets and Consumer Protection	<b>For Information</b>
<b>Report author:</b> Donald Perry Department of Markets and Consumer Protection	

## Summary

This report has been produced to provide the Markets Committee with assurance that risk management procedures in place within the Department of Markets and Consumer Protection are satisfactory and that they meet the requirements of the corporate Risk Management Framework.

Risk is reviewed regularly by the departmental Senior Management Team as part of the on-going management of operations within the Department of Markets and Consumer Protection. 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.

The Department of Markets and Consumer Protection have identified a number of departmental risks. Of these, the most significant risks for this Committee to consider are:

- MCP-NS 001 – Workplace Traffic Management, New Spitalfields (Current Risk: AMBER)
- MCP-SM 001 – HGV Unloading Operations, Smithfield (Current Risk: RED)

## Recommendation(s)

Members are asked to:

- Note the report and the actions taken in the Department of Markets and Consumer Protection to monitor, and manage effectively, risks arising from our operations.

## Main Report

### Background

1. The Risk Management Framework of the City of London Corporation requires each Chief Officer to report regularly to Committee on the key risks faced in their department.

### Current Position

2. This report provides an update of the key risks that exist in relation to the operations of the wholesale markets within the Department of Markets and Consumer Protection.

The report also outlines the processes adopted for the on-going review of risk and mitigating actions.

### **Risk Management Process**

3. The Department of Markets and Consumer Protection risk management is a standing agenda item at the regular Departmental Senior Management Group (SMG) meeting, over and above the suggested quarterly review. SMG receives the risk register for review, together with a briefing note highlighting any changes since the previous review. Consideration is also given as to whether any emerging risks exist for inclusion in the risk register as part of Divisional updates on key issues from each of the Superintendents and Assistant Directors, ensuring that adequate consideration is given to operational risk.
4. Between each SMG meeting, risk and control owners are consulted regarding the risks for which they are responsible, with updates captured accordingly.
5. Regular risk management update reports are provided to this Committee in accordance with the City's Risk Management Framework.

### **Identification of New Risks**

6. New and emerging risks are identified through a number of channels, the main being:
  - Directly by SMG as part of the regular review process.
  - In response to regular review of delivery of the departmental Business Plan; slippage against key deliverables, for example.
  - Annual, fundamental, risk register review, undertaken by the tier of management below SMG.

The risk register may be refreshed over and above the stated process for review and oversight, in response to emerging issues or changing circumstances.

### **Summary of Key Risks**

7. The Department of Markets and Consumer Protection's Risk Register for Markets, attached as Appendix 1 to this report, has one RED risk and one AMBER risk.

#### **MCP-NS 001 – Workplace Traffic Management New Spitalfields (Current Risk: AMBER no change)**

Over 200 forklift trucks are in operation on the New Spitalfields Market site.

An accident involving a pedestrian and a vehicle which resulted in a serious or life changing injury could result in prosecution, a fine, reputational damage for the City and have an adverse impact on the operation and sustainability of the service.

#### **MCP-SM 001 – HGV Unloading Operations Smithfield (Current Risk: RED no change)**

A lack of suitable and sufficient training and adequate management controls in relation to Heavy Goods Vehicle banksman activities, undertaken by staff employed by Smithfield Market tenants, on an area under the overall control of the City, could result in a serious or life changing injury to pedestrians, caused by uncontrolled or unguided reversing vehicles.

An accident involving a pedestrian and a vehicle which resulted in a serious or life changing injury could result in prosecution, a fine, reputational damage for the City and have an adverse impact on the operation and sustainability of the service.

This risk is still rated as RED as, although some safety improvements have been made, the Market management team does not yet have complete confidence that the new arrangements will deliver a sustained reduction in risk as this depends upon the effectiveness of the tenants' staff, which has still to be proven beyond the short term.

Assuming that the current improvements are maintained, it is anticipated that this risk will revert to back to its previous Amber status by 31<sup>st</sup> January 2018.

## **Conclusion**

8. Members are asked to note that risk management processes within the Department of Markets and Consumer Protection adhere to the requirements of the City Corporation's Risk Management Framework. Risks identified within the operational and strategic responsibilities of the Department of Markets and Consumer Protection are proactively managed.

## **Appendices**

- Appendix A – Markets Risk Register Summary

## **Background Papers**

Department Business Plan  
Department Risk Review  
Department Business Plan Progress Report  
Risk Management Strategy

### **Contacts:**

Donald Perry (*Report author*)  
Head of Business Performance  
T: 020 7332 3221  
E: [donald.perry@cityoflondon.gov.uk](mailto:donald.perry@cityoflondon.gov.uk)

Smithfield Market:  
Superintendent – Mark Sherlock  
T: 020 7332 3747  
E: [mark.sherlock@cityoflondon.gov.uk](mailto:mark.sherlock@cityoflondon.gov.uk)

New Spitalfields Market:  
Superintendent – Ben Milligan  
T: 020 8518 7670  
E: [ben.milligan@cityoflondon.gov.uk](mailto:ben.milligan@cityoflondon.gov.uk)

Billingsgate Market:  
Superintendent – Malcolm Macleod  
T: 020 7332 3067  
E: [malcolm.macleod@cityoflondon.gov.uk](mailto:malcolm.macleod@cityoflondon.gov.uk)

# MCP Markets Committee Risk Report Appendix A

Report Author: John Smith

Generated on: 13 November 2017



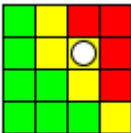
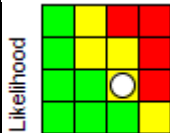

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
<b>MCP-SM 001</b> <b>HGV</b> <b>Unloading</b> <b>Operations</b>  <b>Smithfield</b> <b>Market</b>	<p><b>Cause:</b> A lack of suitable and sufficient training and adequate management controls in relation to Heavy Goods Vehicle banksman activities undertaken by staff employed by Smithfield Market tenants.</p> <p><b>Event:</b> Serious or life changing injury to members of the public, market staff and other service users caused by uncontrolled or unguided reversing vehicles.</p> <p><b>Effect:</b> Realisation of this risk could result in a prosecution, fine and reputational damage for the City.</p>	<div> <div>Likelihood</div> <div>Impact</div> </div>	16	<p>The tenant banks-man training is complete, and a jointly signed letter from the Superintendent and Chairman of the SMTA has been issued to all freight transport companies which deliver to the Market, confirming the improved operational safety standards required and the consequential lock-off of the delivery bays if these standards are not met. This letter included a site plan, delivery process, and site rules. Detailed monitoring continues by the onsite Constabulary.</p> <p>Continuing risk management work streams are;</p> <p>Stakeholder actions/review meetings set with the SMTA until all recommendations of the FTA report are fully demonstrable, evidence based, and implemented.</p> <p>Ensure that all training records of individuals are retained and updated by the SMTA, on behalf of the tenants, for review with the Superintendent's office for ongoing controls.</p> <p>The City will implement immediate closure of vehicle lock-ons where</p>	<div> <div>Likelihood</div> <div>Impact</div> </div>	12	31-Jan-18	↔

24-Feb-2015 Mark Sherlock				<p>unsafe &amp; unmanaged activities are identified and, after consultation with the SMTA, an effective date agreed.</p> <p>In the short to medium-term the Superintendent will evaluate the opportunity to remove certain human inputs/errors in the control process, and to replace them with software managed and sequenced inter-lock interfaces, before the lock-on process is safely complete. This has been progressed with site visits being made by industry experts.</p> <p>Good progress is being made through structured working with the SMTA. Improvements have been made with both training and additional safety measures introduced by the Market, such as Tensa barriers, additional signage, road markings and hatchings, traffic lights, speed controls, additional bollards, and road surface improvement including road markings and signage.</p> <p>It is anticipated that by continuing with this approach, the current Red risk will be able to be reduced to Amber by the end of January 2018.</p> <p><b>09 Nov 2017</b></p>				No change
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Action no, Title,	Description	Latest Note	Managed By	Latest Note Date	Due Date
MCP-SM 001f Review delivery practices	Work with the Market Tenants' Association to review sender delivery practices.	<p>Tenant banks-man training is complete, and a jointly signed letter from the Superintendent and Chairman of the SMTA has been issued to all freight transport companies which deliver to the Market, confirming the improved operational safety standards required and the consequential lock-off of the delivery bays if these standards are not met. This letter included a site plan, delivery process, and site rules. Detailed monitoring continues by the onsite Constabulary.</p> <p>Continuing risk management work streams are;</p> <p>Stakeholder actions/review meetings set with the SMTA until all recommendations of the FTA report are fully demonstrable, evidence based, and implemented.</p> <p>Ensure that all training records of individuals are retained and updated by the SMTA, on behalf of the tenants, for review with the Superintendent's office for ongoing controls.</p> <p>The City will implement immediate closure of vehicle lock-ons where unsafe &amp; unmanaged activities are identified and after consultation with the SMTA an effective date agreed.</p> <p>In the short to medium-term the Superintendent will evaluate the opportunity to remove certain human inputs/errors in the control process, and to replace them with software managed and sequenced inter-lock interfaces, before the lock-on process is safely complete. This has been progressed with site visits being made by industry experts.</p> <p>Good progress is being made through structured working with the SMTA. Improvements have been made with both training and additional safety measures introduced by the Market, such as Tensa barriers, additional signage, road markings and hatchings, traffic lights, speed controls, additional bollards, and road surface improvement including road markings and signage.</p> <p>It is anticipated that by continuing with this approach, the current Red risk will be able to be reduced to Amber.</p>	Mark Sherlock	13-Nov-2017	31-Jan-2018
MCP-SM 001h Monitor traffic routes.	Monitor market traffic routes.	A further audit is due to be conducted by the Constabulary during the first two weeks of November which will be reported on to the November Committee meeting.	Mark Sherlock	08-Nov-2017	30-Nov-2017
MCP-SM 001i Review unloading	Work with the Market Tenants' Association to review unloading practices.	The tenant banks-man training is complete, and a jointly signed letter from the Superintendent and Chairman of the SMTA has been issued to all freight transport companies which deliver to the Market, confirming the improved operational safety standards required and the	Mark Sherlock	15-Nov-2017	31-Jan-2018



practices		<p>consequential lock-off of the delivery bays if these standards are not met. This letter included a site plan, delivery process, and site rules. Detailed monitoring continues by the onsite Constabulary.</p> <p>Continuing risk management work streams are;</p> <p>Stakeholder actions/review meetings set with the SMTA until all recommendations of the FTA report are fully demonstrable, evidence based, and implemented.</p> <p>Ensure that all training records of individuals are retained and updated by the SMTA, on behalf of the tenants, for review with the Superintendent's office for ongoing controls.</p> <p>The City will implement immediate closure of vehicle lock-ons where unsafe &amp; unmanaged activities are identified and after consultation with the SMTA an effective date agreed.</p> <p>Good progress is being made through structured working with the SMTA. Improvements have been made with both training and additional safety measures introduced by the Market, such as Tensa barriers, additional signage, road markings and hatchings, traffic lights, speed controls, additional bollards, and road surface improvement including road markings and signage. The next progress review meeting with the SMTA has been proposed in December.</p> <p>Subsequent audits in July (100% guided movements) and September (100% guided movements) evidenced a dramatic improvement in this safety aspect. However there remains an element of second driver guided movements and the detail of these has been shared with the SMTA with a proposal to issue secondary jointly-signed correspondence to those freight transport companies reminding them of the site rules and application of rejected deliveries should this continue.</p> <p>It is anticipated that by continuing with this approach the current Red risk will be able to be reduced to Amber at the end of January 2018.</p>			
MCP-SM 001j Review forklift management.	Review and implement the local forklift truck management scheme.	The revised Policy has been circulated and a joint COL/SMTA meeting due to be held on 30th November to formalise an agreement before the end of 2017. Previous dates have been postponed due to the unavailability of SMTA members.	Mark Sherlock	15-Nov-2017	31-Dec-2017

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
<b>MCP-NS 001</b> <b>Workplace Traffic Management</b>  <b>New Spitalfields Market</b>  24-Feb-2015 Ben Milligan	<b>Cause:</b> Over 200 forklift trucks operate on the New Spitalfields Market site. <b>Event:</b> There is a serious risk of life changing injury to a pedestrian if vehicle movements in this constrained space are not appropriately managed and controlled. <b>Effect:</b> An accident involving a pedestrian and a vehicle which resulted in a serious or life changing injury could result in prosecution, a fine, reputational damage for the City and have an adverse impact on the operation and sustainability of the service.	 Likelihood Impact	12	Outstanding issues are being pursued with tenants and further behavioural changes for timed segregation will be applied following the installation of Entrance barriers. This is subject to planning approval which is being sought at this time.  <b>13 Nov 2017</b>	 Likelihood Impact	8	29-Dec-2017	  No change

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Item no, Title,	Description	Latest Note			Managed By	Latest Note Date	Due Date
MCP-NS 001i Train Managers In Forklift Safety	A member of staff from all tenants to be nominated and trained in FLT safety procedures.	This action is in progress.			Ben Milligan	13-Nov-2017	29-Dec-2017
MCP-NS 001j Create Time Segregation	Artic Time Segregation and No Tolerance in market hall.	A parking policy has now been implemented that encompasses HGV parking. Penalty charge notices have been implemented to ensure that vehicles park in their respective areas. Curtain side trucks now have special provision for their parking and unloading. An offence has been created for forklift drivers unloading HGVs outside loading times allowable around the market. HGVs onsite must not unload around the market beyond 3am up until 8am. Once the car park at the far end of the market has been reviewed and the parking changed, as required, these HGVs will not be allowed to unload around the market between 12 midnight and 8am. This is the next step in the process.			Ben Milligan	13-Nov-2017	29-Dec-2017
MCP-NS 001k Install Barrier System	Controlled barriers entry system for pedestrians and vehicles.	This action is in progress			Ben Milligan	13-Nov-2017	01-Oct-2018

<b>Committee(s):</b>	<b>Date:</b>
Markets	29 November 2017
<b>Subject:</b> Smithfield Market – Condenser Water Cooling System - Update	<b>Public</b>
<b>Report of:</b> The City Surveyor (Report no. CS561/17)	<b>For Information</b>
<b>Report author:</b> Andrew Crafter, Principal Engineer, City Surveyor's Department	

## Summary

This update report informs Members about recent developments on Smithfield Market's refrigeration condenser water cooling system.

The system was set to provide water at 24°C since 27 September and the temperature was further increased to 25°C on 14 November 2017. Although there were early reports of some fridges struggling, following the replacement of three fridge condensers with higher capacity units, reports of problems then ceased.

The reports of dirt contamination in condensers in August were traced to malfunction of the City's water softeners which supply make-up water to the system. These problems were resolved in early September.

Interviews with the Tenants' maintenance contractors about the use of and release to atmosphere of refrigerant gases from fridges are continuing and once complete the City will decide what line it wishes to take and policy for the future.

## Recommendation(s)

Members are invited to note the contents of this report.

## Main Report

### Background

1. The Market's condenser water cooling system removes waste heat from 120 tenants' refrigeration units in East, West and Poultry Markets and dissipates it to the atmosphere via five cooling towers located in the Poultry Market. The system is operated and maintained by the City Corporation as Landlord.

2. In 2014 the City Corporation completed a programme of works to improve the water circulation in the three Market buildings served and remove dirt contamination in the system. As a result performance greatly improved.
3. The cooling system was originally specified to provide water to Tenants' fridges at 30°C. Over the years this was gradually reduced and for approximately five years was set at 20°C. This was done to assist fridges at a time when there were issues with water flow, dirt contamination, system balancing, and Tenants' condenser under-sizing.
4. Over the last 18 months the City has gradually raised the system operating temperature a degree at a time to alleviate airborne dirt ingestion at cooling towers, allow more economical operation in the future, and reduce risk of breakdown. The eventual aim is to operate the system at 25°C year round. However, a higher temperature results in fridges working harder and in some cases experiencing problems.

### **Current Position**

5. In line with the City's plan, the system operating temperature was raised from 23°C to 24°C on 27 September 2017. Following this reports were received from one of the maintenance contractors of fridge problems. With the agreement of the respective Tenants he replaced three fridge condensers with higher capacity units which resolved the issues with those fridges. More recently a fourth condenser has been replaced. Since then no further issues have been reported.
6. On 14 November the system operating temperature was raised a further degree to 25°C.

### **Incidents since last report**

7. Since the September 2017 report there have been no further operating incidents reported on the cooling system.

### **Investigation into refrigerant gas releases from Tenant's equipment last year**

8. The City's investigations into the use and unintended release of refrigerant gases from Tenants' fridges have continued. The first of the three refrigeration contractors, Bourne Refrigeration, was interviewed on 26 September 2017. This contractor maintains only five fridges in the Meat Market. He advised some of those operated at high refrigerant gas pressure and the high pressure cut-out switches were set very high. Trips had occurred when the water had been interrupted, but without gas discharge. The tenants do not have a planned maintenance programme for these fridges and maintenance tends only to be reactive. Details of work done are recorded on invoices; ideally there would be a maintenance log book, but this is not the case.
9. The second refrigeration contractor, R Perkins & Sons, was interviewed on 16 November 2017. They maintain 59 fridges in the Meat Market, including the

three which released gas in November 2016 when the City's pumps stopped. They advised that there are maintenance contracts in place for all fridges managed, which includes preventative maintenance and leak checks up to four times a year, and they claim to keep formal records of refrigerant use and any discharges. The release of gas is the result of the high pressure cut-out switch being set at a level too close to the rating of the pressure relief valve.

10. Due to availability of key personnel it has proved difficult to find suitable dates to meet the third refrigeration contractor. Once all three have been seen the City will decide what line it wishes to take and policy for the future.

### **Follow-up to previous incidents**

11. As covered in the last report, excessive amounts of dirt contamination had been detected in the cooling system in August-September 2017. The water treatment sub-contractor confirmed that both water softeners had been passing hard (un-softened) water into the system for two separate periods of several days in August. On one service visit the salt supply had been found to have run out. This would have accounted for the calcium scale contamination found to have accumulated in strainers and condensers. The time taken to respond was at least partly due to a new member of their staff taking over the duties at this time who was not adequately briefed on the critical need to rectify any faults found as a matter of priority. The faults were cleared by early September.
12. The problems occurring resulted in a claim from one of the maintenance contractors for cleaning condensers totalling £2,120. This charge has been met by the City.
13. The Superintendent, Facilities Manager, Principal Engineer and Head of Maintenance have discussed this and agreed a number of measures to prevent a recurrence:
  - Set up automated email warning messages when system goes into alarm;
  - Review call-out procedures with water treatment sub-contractor;
  - Set up service level agreement with Skanska to respond to alarms within agreed timescales if possible;
  - Arrange annual test of all system alarms;
  - Increase reserves of salt held on site local to softeners.

### **Proposals**

14. Performance of fridges will continue to be monitored and any reports of fridges experiencing problems investigated following the increase in temperature to 25°C.
15. The City will complete the investigations with maintenance contractors into the use and unintended release of refrigerant gases from Tenants' fridges.

### **Corporate & Strategic Implications**

16. The system supports the meat trade at Smithfield Market and the following Strategic Aims:
- To provide modern, efficient and high quality local services and policing within the Square Mile for workers, residents and visitors with a view to delivering sustainable outcomes.
  - To provide valued services to London and the nation.

## **Implications**

17. The cooling system operated by the City provides a critical service for Tenants' refrigeration equipment. A failure of the system could potentially expose the City to claims from Tenants for loss of product. The City therefore needs to ensure it provides a reliable service that meets the needs of the Tenants, whilst at the same time keeping its operating and maintenance costs and risk of breakdown to the minimum.

## **Conclusion**

18. Following the increase in system temperature to 24°C on 27 September 2017, there were reports of some fridges struggling at this higher temperature. After three fridge condensers had been replaced with higher capacity units, reports of problems then ceased. As all fridges appeared to be running satisfactorily, the temperature was further increased a final step to 25°C on 14 November 2017.
19. The reports of dirt contamination in condensers in August were traced to malfunction of the City's water softeners which supply make-up water to the system. The problems were resolved in September.
20. Recognition by Tenants of the need to replace further condensers with higher-capacity units is welcome. There are probably a further dozen fridges on the system which would benefit.
21. Interviews with the Tenants' maintenance contractors about the use of and release to atmosphere of refrigerant gases are continuing and once complete the City will decide what line it wishes to take and policy for the future.

## **Background Papers**

Report of the City Surveyor 'Smithfield Market – Condenser Water Cooling System – update' to Markets Committee, September 2017 (Report ref. CS413/17).

### **Andrew Crafter**

Principal Engineer, Operations Group, City Surveyor's Department

T: 020 7332 1252

E: [Andrew.Crafter@Cityoflondon.gov.uk](mailto:Andrew.Crafter@Cityoflondon.gov.uk)

<b>Committee(s)</b>	<b>Dated:</b>
Streets & Walkways Sub – For Decision	17/10/2017
Markets Committee – For Information	29/11/2017
<b>Subject:</b> North – South Cycle Superhighway Phase 2	<b>Public</b>
<b>Report of:</b> Director of the Built Environment	<b>For Decision</b>
<b>Report author:</b> Sam Lee	

## Summary

In 2016, TfL consulted on proposals to extend their North – South Cycle Superhighway from Stonecutter Street to Kings Cross.

In November 2016, Members of the S&W Sub-Committee supported TfL’s proposals in principle and agreed for officers to continue to work with TfL to see if they would agree to a suspension of the proposed banned left turn into West Smithfield during the market’s busiest working hours and a new layout at the Stonecutter Street junction.

This report therefore updates Members on the outcome of this work and advises on a number of significant improvements that officers’ have secured including a new layout at Stonecutter Street. However, TfL have not agreed to a timed suspension of the proposed left turn ban into West Smithfield as requested by the Markets Committee.

Your City Transportation officers are recommending that Members support TfL’s proposals even though these will cause some inconvenience for those wishing to access the market. Your officers’ position is informed in part due to the evidence provided by TfL of the current relatively low demand for the left turn into West Smithfield, in part by the traffic delay that introducing a timed suspension would cause but primarily having regard to the increased road danger it is believed would result from a timed suspension of the ban. Therefore this report seeks Members agreement to accept TfL’s proposals.

## Recommendation(s)

Members are asked to:

- Accept and support TfL’s proposal and approve its concept design as shown in Appendix 1,

- Agree that officers continue to work with TfL to facilitate the delivery of the proposals using the powers and authority available to the City Corporation.

## **Main Report**

### **Background**

1. In March 2016, TfL carried out a public consultation exercise on proposals to extend their North-South Cycle Superhighway (N-S CSH) from Stonecutter Street to Kings Cross. Within the City, the route would run along Farringdon Street.
2. The City considered those proposals fell short of addressing the various issues and implications particularly at the West Smithfield and Stonecutter Street junctions. TfL was therefore asked to reconsider their proposal.
3. In November 2016, TfL carried out a further public consultation exercise on proposed changes to the West Smithfield junction. These revised proposals offered substantial improvements, particularly around road safety benefits, pedal cycle connectivity and pedestrian crossings but also introduced a banned left turn into West Smithfield for motor vehicles.
4. In December 2016, your committee considered these proposals in detail and resolved to:-
  - support TfL's proposal in principle to extend the North – South Cycle Superhighway from Stonecutter Street to Kings Cross;
  - instruct officers to work with TfL and consider how the cycle lane separation at Stonecutter Street might be improved; and
  - support the resolution of the Markets Committee for a suspension of the banned turn during the main market hours (9pm – 5am) and instructed officers to continue to work with TfL to establish if a timed suspension of the banned left turn is practicable during key market operating times.

### **Current Position**

5. Since Members decision in December 2016, officers have continued to work with TfL and requested that they explore if a timed suspension of the banned left turn could be accommodated, especially during the main market operational hours.
6. At the end of March 2017, TfL advised officers, that they have completed a detailed assessment of our request and have concluded that they intend to proceed to implementation with the full time ban, as proposed in the consultation. Their latest proposals can be seen in Appendix 1.
7. They subsequently published their response to the public consultation and the issues raised. An extract of their detailed response to our request is as follows:

*“When designing a scheme, consideration is given to safety, local access and network resilience, with the aim of proving the most appropriate balance for all road users in each location. The decision to propose a banned turn is taken only*



*after all of these factors to remove the risk of the left hook conflicts between motor traffic turning into West Smithfield and cyclist heading southbound along Farringdon Street, as this one of the most frequent kinds of cycle collision at this junction.*

*Throughout the consultation we have engaged with the SMTA about southbound access to the market. We undertook detailed traffic counts and analysis at the junction which showed that, during market hours, the number of motor vehicles turning left into West Smithfield is around 40 per hour.*

*We expect that the alternative routes available nearby will be able to accommodate traffic that would have used the left turn without seeing significant increase in journey times or traffic levels.*

*The design for the junction of Farringdon Street and West Smithfield includes segregated with-flow cycle tracks on both sides of the road with separate stop lines for cyclists and motor traffic. There is not enough space on Farringdon Street to have separate left-turn and ahead traffic lanes to hold back left turning traffic when cyclists are travelling south. Under the proposed signal staging if traffic were to turn left onto West Smithfield, it would turn across the path of southbound cyclists, putting them in conflict. This is not permitted under Department for Transport (DfT) regulations which state that conflicting movements within the same stage must be separated.*

*A part time turn would require an additional traffic signal stage to separate the conflicting left turning traffic and the southbound cyclists, which would add time to the overall signal timings at the junction. In this busy part of the road network, an additional signal stage could only be provided when traffic flows are lower (between midnight and 6am at this junction). Traffic counts show that there is a high demand for the left turn between 8pm and 9am which is beyond the times in which the additional signal stage could be provided without causing significant journey time increases for buses and general traffic on Farringdon Street.*

*Further to this, the risk of contraventions of the left turn ban throughout the day would introduce a hook risk for cyclists. The nearby bus stop reduces visibility between traffic and cyclists which contributes to the risk of a collision.*

*We therefore intend to proceed with the full time ban as proposed in the consultation.”*

8. A copy of these documents will be made available in the Members Reading Room but can also be down loaded from here: [Consultation Report. Issues Raised.](#)
9. Responses to other issues and concerns such as traffic signals, journey times, disruption, conflicts, pedestrian facilities and other detailed issues can also be found in those documents. A copy of the Road Safety Audit can be found in Appendix 2. Appendix 3 illustrates TfL's assessment of the lower traffic flows (between midnight to 6am).

10. In relation to the Stonecutter Street junction, TfL has reconsidered the design of the cycle separation and have agreed to a new layout. This is also shown in Appendix 1. This new layout will control all traffic movements including pedal cyclists on Farringdon Street which will enable pedestrians to cross the whole carriageway on a “green man” stage. This is what local occupiers have been asking from since the beginning and therefore meets their needs.
11. In terms of the works required on the City’s roads, the City entered into a Section 8 Agreement with TfL authorising them to carry out highway works on the City’s highway for the purpose of implementing the Cycle Superhighway, but subject to the City first approving the detailed design. Their scheme also potentially impacts the City’s bridge protective measures under Holborn Viaduct. As part of an agreement with TfL under s.8 of the Highways Act 1980 on 25<sup>th</sup> July 2012, TfL is required to seek the City’s consent if it wanted to make or alter those measures but that consent should not be unreasonably withheld or delayed. So far, TfL has not been able to demonstrate that their proposals offer the same level of bridge protection. Discussions are still on-going but it is anticipated that this will be resolved shortly to enable the City to grant TfL this consent.
12. TfL has recently advised that statutory public consultation to effect the banned left turn in to West Smithfield and other measures associated with the N-S CSH will commence from 29<sup>th</sup> September 2017. Officers can confirm that this has indeed commenced. Responses must be lodged with TfL before the 20<sup>th</sup> October 2017.

## **Options**

13. Officers consider that there are two options:-

- a) Accept and support TfL’s proposal, acknowledging that they have explored and considered other alternatives and where possible these have been incorporated, and approve the concept design, or
- b) Formally object by responding to their statutory public consultation whilst continuing to lobby, at a political level, TfL and the Mayor of London to make changes, and withhold approval to the detailed design on the City’s highway.

## **City Transportation Comments**

14. Officers have challenged TfL’s proposals as far as possible and have secured some very significant improvements since the original consultation in early 2016. These include:-
  - a) a new junction layout and control which addresses the high levels of collisions at Farringdon Street and West Smithfield,
  - b) A better and safer cycle interchange between the City’s Quietway and TfL’s Superhighway,
  - c) A safer and more convenient pedestrian crossing over Farringdon Street and West Smithfield, and
  - d) A new layout at the Stonecutter Street junction which meets local needs.

15. Although it has not been possible to secure a scheme which enables traffic to turn left into West Smithfield, there are good nearby alternative routes, in particular using the Charterhouse Street junction. In addition, the surveys carried out to assess the scheme showed that, during the suggested time suspension of the banned turn (9pm to 5am), the volume of left turning traffic into West Smithfield are even lower, with an average of 18 motor vehicles per hour. Whilst it is recognised that this will add additional traffic on to the surrounding road network, the additional volume from this banned left turn is very low and therefore unlikely to add to congestion or road safety implications. A summary of the traffic data for this junction is provided in Appendix 4.
16. More fundamentally, TfL's greatest concern with permitting the part time turn is the potential safety implications which may arise, particularly from non-compliance of the banned turn when it is operational. The traffic data shows that there is a high demand for the left turn either side of the suggested timed suspension. This presents a greater risk arising from the potential for non-compliance of the banned turn, either intentionally or deliberately and thus potentially leading to the common "left hook" collision with a cyclist. Members may recall that the two most recent fatalities in the City (at Ludgate Circus and Bank junction) to cyclists involved the left hook conflict (HGV's turning left).
17. The current design makes the left turn ban more or less self-regulating i.e. physically difficult to carry out the left turn as well as the ability to convey signage of the ban turn more clearly to road users. A part time turn would likely introduce a level of uncertainty as the design would need to enable the left turn at all times and the associated signage will be less clear. This is likely to lead to an increase in intentional or unintentional non-compliance and therefore increases safety risks.
18. Your officers therefore accept TfL's safety concerns and believe that overall and on balance, Members should support Option a).
19. If Members are however minded to agree to Option b), the City would be required to state the grounds on which the objection is to be made. However, it should be noted that, unlike other traffic authorities, TfL are not required to set out an arbitration procedure if agreement is not reached when consulting an affected authority. TfL are only required to consider the objection and having considered that objection they can proceed to implementation of the banned left turn. It should additionally be noted that, as TfL has already considered the City's request in detail, it is unlikely that this approach would be successful, although political engagement has produced changes to some schemes in the past, such as at Tudor Street.
20. Members should also be mindful that, in respect of the related works on the City's roads, if approval to the detailed design is withheld, it would be open to TfL to implement the banned left turn into West Smithfield, without the works on the City's highway. This would probably require them to modify the design on their network and would reduce the benefits, particularly for a better and safer cycle interchange between the City's Quietway and TfL's Superhighway.

## Corporate & Strategic Implications

TfL's proposal complements and aligns with many of the Corporation's aims and policy objectives. The proposals are also expected to address the high levels of injury collisions involving cyclists at this junction.

### Implications

21. In order for TfL to effect the banned left turn, they are required to make an order under s.6 of the Road Traffic Regulation Act 1984 (RTRA).
22. Under section 122 of the same act, TfL as the traffic authority for Farringdon Street must exercise its powers under the RTRA so as to secure the expeditious, convenient and safe movement of vehicular and other traffic including pedestrians, and the provision of suitable and adequate parking facilities on and off the highway. These powers must be exercised so far as practicable having regard to the following matters:-
  - a. the desirability of securing and maintaining reasonable access to premises;
  - b. the effect on the amenities of any locality affected including the regulation and restriction of heavy commercial traffic so as to preserve or improve amenity;
  - c. the national air quality strategy;
  - d. facilitating the passage of public service vehicles and securing the safety and convenience of their passengers;
  - e. any other matters appearing to TfL to be relevant.
23. The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 sets out requirements for things such as consultation, publication of proposals, objections etc in relation to Traffic Orders. Under regulation 6(1), it requires the order making authority where it is likely that their order will affect traffic on a road for which another authority is the highway or traffic authority, to consult the other authority.
24. Regulation 7(2) requires TfL to send the City the Notice of Proposals – including other documents as part of the consultation is optional. Regulation 8(1) allows objection to be made to proposals but regulation 8(2) which refers to objections made by authorities under additional consultation rules set out in the Local Government Act 1985 no longer applies within Greater London. Regulation 17(3) requires the order making authority to notify parties that have objected under regulation 8(1) that the order or orders have been made, and shall include the reasons for not acceding to the objection either in part or in full.
25. The additional rules that apply to London authorities when consulting an affected authority that require resolution of any objection before proceeding to make any order or orders, and setting out an arbitration procedure if agreement is not reached, do not apply to TfL when consulting an affected authority. TfL are

required to consider any objection and then respond as set out in regulation 17(3).

26. In order for TfL to deliver the changes on the City's highway, the City's approval to the detailed design is required under the Cycle Superhighway s.8 (of the Highways Act 1980) agreement, and to deliver the changes underneath Holborn Viaduct, they will need to either amend or enter into a new s.8 agreement with the City, to ensure that protection to the bridge is not adversely affected.

## **Conclusion**

27. Following the resolution of this committee in December 2016, officers have continued to engage with TfL to explore the possibility of a timed suspension of the banned left turn into West Smithfield and for a better layout at the Stonecutter Street junction.
28. TfL has considered the banned turn in detail and have concluded to proceed to implementation of the banned turn, as consulted in November 2016. They have however agreed to a new layout at Stonecutter Street, which appears to meet the needs of local occupiers in this area.
29. To effect the banned turn, TfL must now make an order under the RTRA 1984 which requires them to carry out statutory public consultation. The City can object to the banned left turn, but TfL can proceed to implement the banned left turn if they have considered the objection. For works on the City's highway, the City's approval of the design detail is required, but the banned left turn could proceed without those works, although the benefits of the cycle interchange between the City's Quietway and TfL's Cycle Superhighway would be reduced.
30. It is believed that officer level discussions and negotiations with TfL have been exhausted. It is now therefore suggested that, on balance, Members should support TfL's proposal.

## **Appendices**

- Appendix 1 – TfL's latest proposals
- Appendix 2 – TfL's Road Safety Audit
- Appendix 3 – TfL's assessment of the lower traffic flows
- Appendix 4 – Summary of the traffic flows at the West Smithfield/Farringdon Street junction

## **Background Papers**

- Report of the Director of the Built Environment to the Planning & Transportation and the Policy & Resources Committees in March 2016, and the associated minutes. This can be viewed by following this [link](#).

- Report of the Director of the Built environment to the Markets Committee and the Streets & Walkways Sub-Committee in November and December 2016, and the associated minutes. This can be view by following this [link](#).

**Sam Lee**

Group Manager, Department of the Built Environment

T: 020 7332 1921

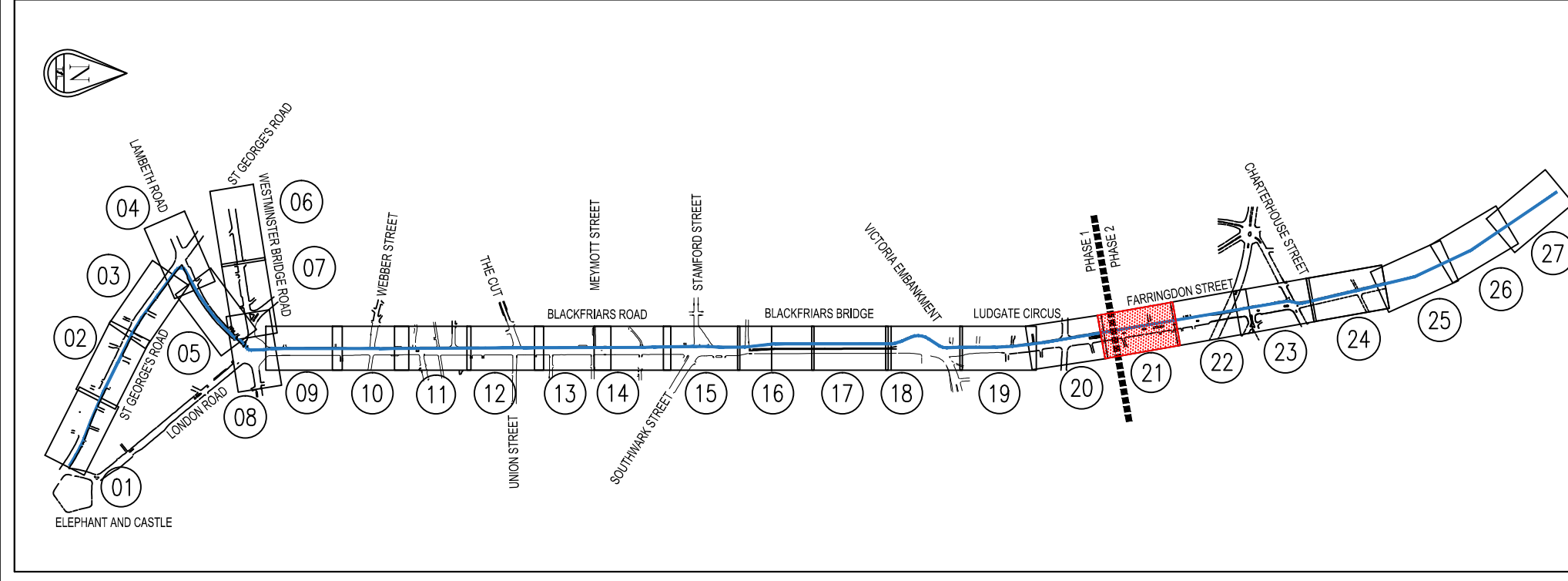
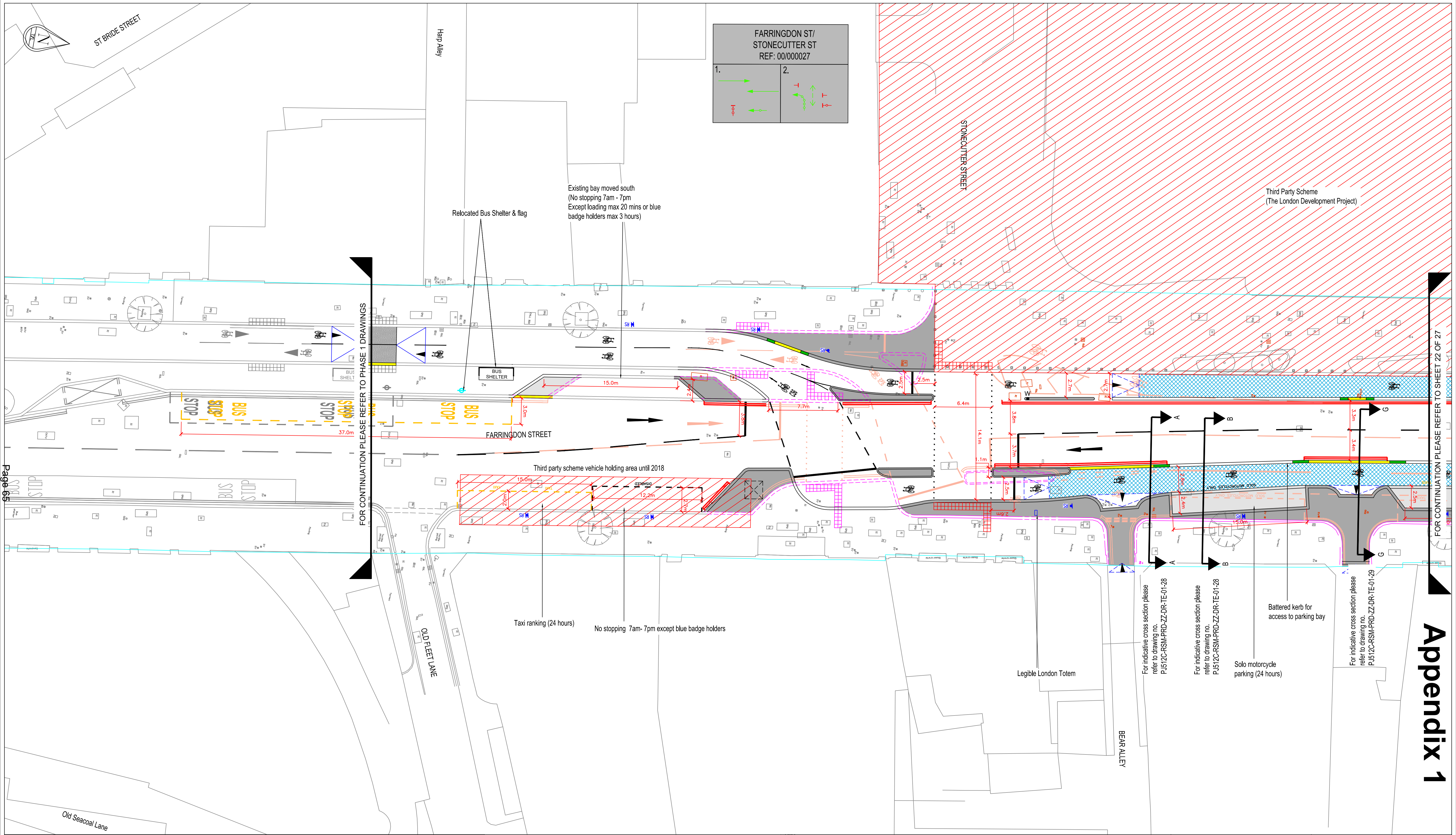
E: [citytransportation@cityoflondon.gov.uk](mailto:citytransportation@cityoflondon.gov.uk)



**APPENDICES 1 TO 4 FOR NORTH - SOUTH CYCLE SUPERHIGHWAY PHASE 2**

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- Road Markings to be Removed
- Street furniture to be removed
- Kerb / Tactile to be removed
- Retained Infrastructure
- Proposed Road Markings
- Proposed red lines
- Proposed yellow lines
- Proposed transition kerb
- Proposed dropped kerb
- Proposed CS cycle logo
- Proposed red tactile paving
- Proposed charcoal tactile paving
- Proposed footway buildout/Island
- Proposed flush area
- Proposed Sheffield cycle stand
- Proposed sign face (refer to signage drawings)
- Proposed bus shelter
- TLRN Boundary
- Gully/stat affected by proposals
- Surface dressing to match footway tone
- Proposed lighting column (TBC)
- Sign face to be removed (refer to signage drawings)
- Proposed sign post (refer to signage drawings)
- Proposed traffic signal (indicative locations)
- Proposed traffic signals equipment (indicative locations)
- Proposed Bus Stop flag
- Proposed bollard
- Proposed wand
- Proposed ramp
- Blue Surfacing
- Intermediate Level Cycle Track
- Footway Level Cycle Track
- Trief kerb Level Cycle Track
- Potential tree pit
- Proposed backless bench
- Proposed bench with back
- Proposed bin
- Proposed raised delineator strip
- Proposed legible London totem


- NOTES
- All designs to be in accordance with TIL and appropriate Highway Authority Streetscape Guidance.
  - All lining and signing to be in accordance with the current Traffic Signs Regulations and General Directions (TSRGD).
  - All dimensions in metres, unless otherwise stated.
  - All signs to be mounted on existing lighting columns / sign posts where possible (subject to structural assessment)
  - Signs on footway to be mounted at a height to ensure a minimum vertical clearance of 2.3m to bottom of sign where cycling is permitted on the footway, elsewhere to 2.1m.
  - All signs to have a minimum horizontal clearance of 450mm from face of trafficked kerb.
  - All signal heads to be mounted at a height to ensure a minimum vertical clearance of 2.3m to bottom of signal head where cycling is permitted on the footway.
  - All existing signs & lines to be retained unless otherwise stated.
  - Critical dimensions to be checked at detailed design stage.
  - Lighting to be assessed at detailed design stage
  - Proposed traffic signal positions are indicative only and are subject to detailed signal design.
  - Recessed covers to be considered for inspection chambers within areas of tactile paving.
  - Assess carriageway condition at detailed design stage.
  - Re-instate existing road markings adjacent to kerb and carriageway works.
  - Changes to drainage are subject to detail design.
  - Drawing based on topographical survey provided by Sunhill
  - All existing gullies to be retained in cycle track / lane to be converted to 'cycle friendly'
  - Statutory Undertakers equipment that has been identified potentially affected by the scheme has been highlighted in brown. Further investigation should be made at Detailed Design.
  - All signal controller locations to be assessed at point of signal audit.
  - All ramp lengths to be dictated by existing/ proposed kerb heights
  - All kerbs within cycle track are to be splayed (45°) where cycle track is at carriageway level

THESE DRAWINGS DO NOT SHOW THE FULL DETAIL OF THE PROPOSED SCHEME.

DRAINAGE INVESTIGATION AND DESIGN IS TO BE UNDERTAKEN AT DETAILED DESIGN.

TRAFFIC SIGNAL LOCATIONS ARE INDICATIVE. PLEASE REFER TO TRAFFIC SIGNALS DRAWINGS.

THE TOPOGRAPHICAL SURVEY OF FARRINGTON STREET BETWEEN STONECUTTER STREET AND WEST SMITHFIELD CONTAINS UNVERIFIED AS-BUILT DRAWINGS. ACCURACY CHECKS SHOULD BE CARRIED OUT BEFORE DETAILED DESIGN COMMENCES

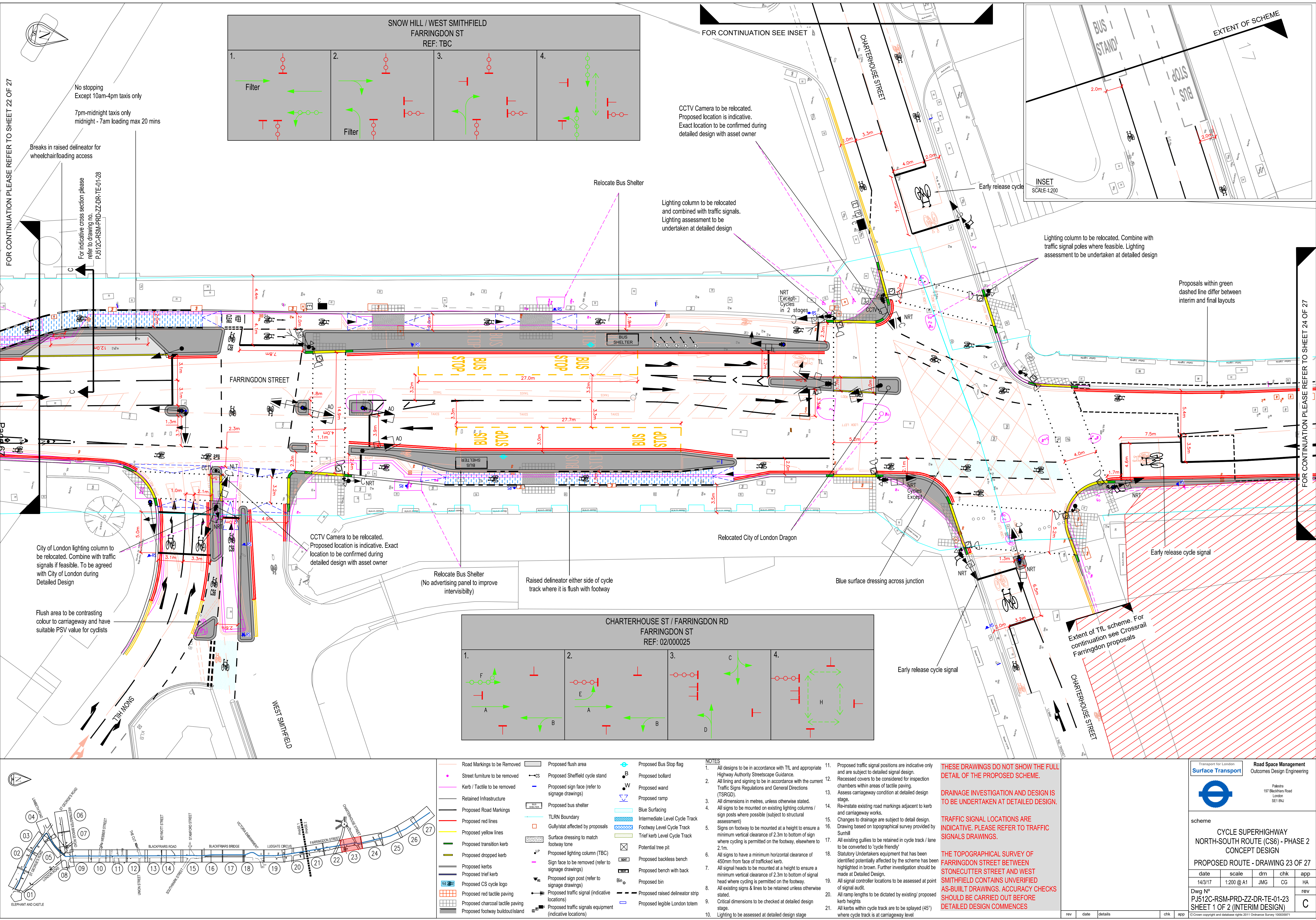
Transport for London		Road Space Management	
Surface Transport		Outcomes Design Engineering	
		Palestra 197 Blackfriars Road London SE1 1BU	
scheme			
CYCLE SUPERHIGHWAY NORTH-SOUTH ROUTE (CS6) - PHASE 2 CONCEPT DESIGN			
PROPOSED ROUTE - DRAWING 21 OF 27			
date	scale	dwn	chk
14/3/17	1:200 @ A1	JMG	CG
Dwg N°			rev
PJ512C-RSM-PRD-ZZ-DR-TE-01-21			C
SHEET 2 OF 2 (FINAL DESIGN)			
rev	date	details	chk
			app

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## CS North-South Cycle Route (Phase 2)

### TfL Proposals (Rev 2B.1 / 2C)

#### Stage 1 Road Safety Audit

Ref: 2462.01/000/A201/TLRN/2016

Prepared for:

**Sponsorship, TfL Road Space Management Directorate**

By:

**Road Safety Audit, TfL Asset Management Directorate**

Prepared by: [REDACTED], Audit Team Leader

Checked by: [REDACTED], Audit Team Member

Approved by: [REDACTED]

Version	Status	Date
A	Audit report issued to Client	27/10/2016

## **1.0 INTRODUCTION**

### **1.1 Commission**

- 1.1.1 This report results from a Stage 1 Road Safety Audit carried out on the Cycle Superhighway (CS) North-South Cycle Route (Phase 2), TfL Proposals (Rev 2B.1 / 2C) proposals.
- 1.1.2 The Audit was undertaken by TfL Road Safety Audit in accordance with the Audit Brief issued by the Client Organisation on 13<sup>th</sup> October 2016. It took place at the Palestra offices of TfL on 25<sup>th</sup> October 2016 and comprised an examination of the documents provided as listed in Appendix A, plus a visit to the site of the proposed scheme.
- 1.1.3 The visit to the site of the proposed scheme was made on 25<sup>th</sup> October 2016. During the site visit the weather was overcast and the existing road surface was dry.

### **1.2 Terms of Reference**

- 1.2.1 The Terms of Reference of this Audit are as described in TfL Procedure SQA-0170 dated May 2014. The Audit Team has examined and reported only on the road safety implications of the scheme as presented and how it impacts on all road users and has not examined or verified the compliance of the designs to any other criteria. However, to clearly explain a safety problem or the recommendation to resolve a problem the Audit Team may, on occasion, have referred to a design standard without touching on technical audit. An absence of comment relating to specific road users / modes in Section 3 of this report does not imply that they have not been considered; instead the Audit Team feels they are not adversely affected by the proposed changes.
- 1.2.2 This Safety Audit is not intended to identify pre-existing hazards which remain unchanged due to the proposals; hence they will not be raised in Section 3 of this report as they fall outside the remit of Road Safety Audit in general as specified in the procedure SQA-0170 dated May 2014. Safety issues identified during the Audit and site visit that are considered to be outside the Terms of Reference, but which the Audit Team wishes to draw to the attention of the Client Organisation, are set out in Section 4 of this report.
- 1.2.3 Nothing in this Audit should be regarded as a direct instruction to include or remove a measure from within the scheme. Responsibility for designing the scheme lies with the Designer and as such the Audit Team accepts no design responsibility for any changes made to the scheme as a result of this Audit.
- 1.2.4 In accordance with TfL Procedure SQA-0170 dated May 2014, this Audit has a maximum shelf life of 2 years. If the scheme does not progress to the next stage in its development within this period, then the scheme should be re-audited.
- 1.2.5 Unless general to the scheme, all comments and recommendations are referenced to the detailed design drawings and the locations have been indicated on the plan located in Appendix B.
- 1.2.6 It is the responsibility of the Design Organisation to complete the Designer's response section of this Audit report. Where applicable and necessary it is the responsibility of the Client Organisation to complete the Client comment section of this Audit report. Signatures from both the Design Organisation and Client Organisation must be added within Section 5 of this Audit report. A copy of which must be returned to the Audit Team.

### **1.3 Main Parties to the Audit**

#### **1.3.1 Client Organisation**

Client contact details: [REDACTED] – TfL Sponsorship

#### **1.3.2 Design Organisation**

Design contact details: [REDACTED] - TfL Outcomes Design Engineering

#### **1.3.3 Audit Team**

Audit Team Leader: [REDACTED] – TfL Road Safety Audit

Audit Team Member: [REDACTED] – TfL Road Safety Audit

Audit Team Observer: None present

#### **1.3.4 Other Specialist Advisors**

Specialist Advisor Details: None present

### **1.4 Purpose of the Scheme**

- 1.4.1 The purpose of the scheme is to extend the Cycle Superhighway North-South Route from Stonecutter Street to Ray Street\*.

\*Taken directly from the Audit Brief.

### **1.5 Special Considerations**

- 1.5.1 The Audit Team has no special considerations to raise.

## **2.0 ITEMS RAISED IN PREVIOUS ROAD SAFETY AUDITS**

A previous iteration of the proposals were subject to a Stage 1 Road Safety Audit in January 2016 by TfL Road Safety Audit (ref: 2462/VAR/A201/TLRN/2016). The design has been updated, and hence this Audit is not considered relevant to the revised proposals. Problems raised in this Audit that are also evident in the revised proposals have been raised again as part of this Stage 1 Road Safety Audit.



### 3.0 ITEMS RAISED AT THIS STAGE 1 ROAD SAFETY AUDIT

This section should be read in conjunction with Paragraphs 1.2.1, 1.2.2 and 1.2.3 of this report.

#### 3.1 CYCLE FACILITIES

##### 3.1.1 PROBLEM

**Location:** General to scheme, multiple locations

**Summary:** Hybrid track design may pose a hazard to cyclists and riders of other two wheeled vehicles

The Audit Team is concerned that a hybrid track is proposed with the provision of a small upstand from the carriageway. It is assumed that the track will not be provided in colour, to be consistent with the remainder of the north-south cycle route. As a result the hybrid track may have little differentiation from the adjacent carriageway and may appear to be a consistent surface at a similar level. Cyclists and riders of other two wheeled vehicles in particular may fail to appreciate the presence of the kerb upstand, with an exacerbated potential to become unseated and an associated potential for injury as a result.

##### RECOMMENDATION

Ensure the hybrid track is adequately visible to all road users. This may require but is not limited to, the provision of additional road markings to define the edge of the carriageway and the use of a different surface material and/or colour.

Design Organisation Response	Rejected
<p><b>Rejected:</b> The double red line 'no stopping' restrictions highlight to users where the edge of carriageway is, and at the edge of carriageway users are accustomed to a kerb height. 50mm kerb heights are increasingly common across London especially in busy high street contexts and along existing CS routes such as CS7 at Kennington Oval, confusion has not been raised as an issue. Cycle logos are provided at 50m intervals along the cycle track and the kerb will have a colour contrast with the cycle track material.</p> <p>A potential point of confusion could have been at the start of the hybrid (or stepped) cycle track. However, it is proposed that a triangular ramp marking (diag1062), a cycle logo, a retro-reflective yellow wand and tapered road markings on the approach to direct other traffic away from the stepped track will highlight the presence of the track and level change. The design team therefore feels that the proposed measures ensure the cycle track is sufficiently conspicuous so as not to pose the hazards raised by the audit.</p>	
Client Organisation Comments	
<p>Agree with the designer's response. Double red lines will be present along the majority of the edge of the carriageway parallel to the cycle track as well as a kerb edge in a contrasting colour. This is consistent with visual definition of a footway alongside a carriageway. Cycle logos in the track will provide further additional visual indication that there is a cycle track beyond the edge of the kerb.</p>	

### 3.1.2 PROBLEM

**Location:** General to scheme, multiple locations

**Summary:** Commencement point of the segregation island may pose a hazard to road users

The cycle segregation is proposed at a width of 300mm with what appears to be a 100mm traffic wand at the commencement point. The Audit Team are concerned that the wand may not be adequately visible to approaching road users due to the narrowness of the vertical feature and the minimal lateral clearance to both the cycle track and the carriageway. Approaching drivers and riders may fail to appreciate the presence of the island with an exacerbated potential for conflict and associated potential for personal injury as a result.

#### RECOMMENDATION

Ensure the segregation island is adequately visible to approaching road users. This may require the provision of a wider island with a wider vertical illuminated feature at the commencement point. It may also be beneficial to ensure adequate lateral clearance is provided to both cyclists and users of the general traffic lane.

Design Organisation Response	Part Accepted
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**Part Accepted:** There are two start points with 300mm wide segregation; the northbound start point at the Charterhouse St junction, and the southbound start point at the Greville St junction.

At the Greville Street junction heading southbound, the preceding mandatory cycle lane directs adjacent vehicles past the segregation strip, however it is still important that it is visible. Cycle logos, double red line 'no stopping' restrictions and the retro-



reflective wands (similar to the photo above) highlight the segregation strip. Therefore the design team rejects that this is a hazard at the Greville Street junction.

The issue at the Charterhouse Street junction is slightly different as there is a turning movement around the start of the segregation and more variations in how vehicles approach it. However, the proposed visibility measures proposed for Greville Street also apply here. Maintaining a wide cycle facility is vital to the success of the scheme and narrowing the track at the most critical point, the start in order to provide a wider island, would reduce capacity at busy times. The cycle tracks are approximately 2m



wide, narrowing them further would mean cyclists would be unable to ride two abreast or overtake, which could discourage cyclists from using the dedicated cycle track in favour of the general traffic lane where provisions for cyclists have not been accommodated. The traffic lanes are already as narrow as 3m. For these reasons, the segregation strip is consistently narrow throughout the link.

Also, any increase in the lateral clearance between the wand and vehicles either side would reduce the physical space for those vehicles. It is recommended that the wands specified at detailed design are of a height below handlebars and wing mirrors to mitigate against striking. It should be noted that the wands are self-correcting.

It is recommended that visibility of the kerb edge is bolstered by retro-reflective paint at the detailed design stage.

#### **Client Organisation Comments**

Agree with the designer's response. Segregation will be adequately visible to approaching road users by means of retro-reflective wands, cycle logos on the cycle track side and double red lines on the carriageway side. The standard lateral clearance of 45mm is not proposed for vertical features such as this would require narrowing of the cycle lane leading to a reduced level of service for cyclists. The vertical wands are proposed to be self-correcting to reduce the impact of any strikes.

## 3.2 POWERED TWO WHEELERS

### 3.2.1 PROBLEM

**Location:** General to scheme, multiple locations

**Summary:** Use of battered kerbs to access solo motorcycle bays may pose a hazard to powered two wheeler riders

It is proposed to provide battered kerbs for powered two wheelers to cross the cycle track and access the parking bay. The Audit Team are concerned that riders of powered two wheeled vehicles may attempt to access the parking bay at an acute angle, and the presence of the battered kerb may destabilise the rider. An exacerbated potential for the rider to become unseated, with an associated potential for personal injury may exist as a result.

#### RECOMMENDATION

Provide a smoother transition for powered two wheelers to access the parking bay. This may require the provision of a conventional dropped kerb or other similar measure.

Design Organisation Response	Part-accepted
<p><b>Part-accepted:</b> The current proposals show an angled 300mm wide kerb with a 50mm upstand. The pre-consultation drawings proposed a 150mm wide half battered kerb which would have been more severe for P2W to cross. The use of 150mm wide kerbs was raised in audit Ref: 2462/VAR/A201/TLRN/2016 and the design was amended.</p> <p>Additionally the design team anticipate that P2W users will slow down before attempting to cross the kerbs as they will be turning across a cycle track into a parking bay where they will become stationary. The design team are concerned that too shallow a gradient could encourage P2W users to cross the track at a high speed reducing their visibility of oncoming cyclists. TfL's Motorcycle guidance document is not specific on appropriate gradients for P2W, however it states that a 1 in 5 gradient at a raised side road entry treatment 'can cause issues for motorcyclists'. However, it is anticipated that P2W would have to approach a side road entry treatments at a higher speed in order to continue their onward journey. Side road entry treatments are recommended at TLRN side road junctions as part of TfL's Streetscape Guidance.</p> <p>An example of the angled kerbs is shown in the image below. These have a gradient of 1 in 6 because the whole kerb is angled rather than just the edge battered. This type of solution will be recommended to the detailed designers.</p>	

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Dropping the kerb to a flush or very low upstand across the mouth of the motorcycle bays would reduce the physical separation between cyclists and general traffic lanes, potentially compromising the safety and effectiveness of the scheme. P2W users and other vehicles may be more likely to enter a cycle track with less physical separation when accessing the side roads or parking bays along Farringdon Street.

#### **Client Organisation Comments**

Agree with designer's response.



### 3.3 TRAFFIC SIGNALS

#### 3.3.1 PROBLEM

**Location:** General to scheme, multiple locations

**Summary:** Traffic signal locations may not be immediately visible to cyclists

The proposals require cyclists to adopt a carriageway position away from the normal primary stop-line at the two stage right turns. Encouraging cyclists to adopt this position may mean they are located in front or away from the primary traffic signal, relying heavily on the visibility of the secondary traffic signal to decide when to progress.

The absence of primary traffic signal visibility may lead to cyclists failing to appreciate when it is safe to continue, with an exacerbated potential for conflict as a result. This is particularly the case if the secondary traffic signal is obscured or not operational.

#### RECOMMENDATION

Ensure cyclists are located in a position to observe the primary traffic signals for the manoeuvre they wish to undertake. If this cannot be achieved it may be beneficial to provide additional cycle specific traffic signals at the position they are most likely to be observed.

Design Organisation Response	Rejected
<b>Rejected:</b> Findings from the TfL trials outlined that the optimal position for the signal for two-stage turns is a far sided secondary signal. This layout has already been applied at many other junctions across London within the Cycle Superhighway and Better Junction programmes and is continued on CSNS for consistency.	
Client Organisation Comments	
Agree with the designer's response. The London Cycling Design Standards (LCDS) describe requirements for formal two stage turns based on guidance contained in SQA0651 developed following the trial layout.  This states that: <ul style="list-style-type: none"><li>• an early release for cyclists in the ahead waiting area should be provided by a <i>far-sided</i> secondary signal;</li><li>• these cyclists must have a clear-sighted view of this [far sided] signal, which should <i>not</i> therefore be a low-level signal head, with a 200mm green cycle aspect as the forth aspect;</li><li>• the secondary signal must turn green at the same time as the low-level cycle signal for early release for cyclists waiting behind the stop line.</li></ul> These principles are proposed for the two-stage turns in this scheme.	

#### 3.3.2 PROBLEM

**Location:** A – Farringdon Street junction with West Smithfield

**Summary:** Traffic signals may be masked for northbound drivers by proximity of loading / disabled bay

The Audit Team are concerned that a vehicle located within the loading bay on the west side of the junction may restrict forward visibility to any nearside traffic signal.

Northbound drivers may fail to appreciate the necessity to stop at this location, or react late upon a traffic signal coming into view. An exacerbated potential for drivers to enter the junction injudiciously, with a resultant potential for side-swipe or shunt type conflicts may exist as a result.

#### RECOMMENDATION

It is recommended that appropriate forward visibility to the nearside traffic signal is provided. This may require the relocation or reduction in length of the loading / disabled bay.

Design Organisation Response	Accepted
<p><b>Accepted:</b> An offside island and primary traffic signal are now included in the concept design. This will increase the forward visibility of the traffic signals. There will also be a far sided secondary signal on the southern side of the pedestrian refuge island.</p> <p>There are no other suitable locations for the bay to be relocated to and it is required by the businesses under the viaduct. As further mitigation the proposed controls of the bay will prevent vehicles from using it at peak times to ensure visibility of the nearside signal is maintained when traffic flows are highest. During the hours when the bay can be used it will be restricted to taxis between 10am and 4pm and 7pm – midnight. Between the hours of midnight - 7am loading and unloading will be permitted. The benefit of this arrangement is that it ensure high sided vehicles will only ever be permitted to use the bay during night time hours when traffic flows are lower.</p>	
Client Organisation Comments	
Agree with the designer's response.	

### 3.4 PARKING AND LOADING FACILITIES

#### 3.4.1 PROBLEM

**Location:** B – Farringdon Street opposite West Smithfield

**Summary:** Loading bay location may hamper visibility for pedestrians and cyclists

The Audit Team is concerned that the location proposed loading / disabled bay may restrict visibility to / from pedestrians and cyclists. The pedestrian and cycle facilities are located immediately downstream of the bay, hence any vehicle located within the bay is likely to impact on the visibility to / from these facilities. Pedestrians and cyclists may fail to appreciate when it is safe to proceed due to the reduced visibility, entering the carriageway injudiciously. Pedestrians and cyclists entering the carriageway injudiciously may be at an exacerbated potential for conflict with vehicles.

#### RECOMMENDATION

Increase the visibility for pedestrians and cyclists. This may require building out the footway at the location of the crossing points and modifying the layout of the loading / disabled bay.

Design Organisation Response	Part accepted
<b>Part-accepted:</b> The pedestrian and cycle crossings over Farringdon Street will be	

signalised with traffic held while each crossing is running allowing pedestrians and cyclists to cross the road safely. Even with a high sided vehicle parked in the bay the minimum forward visibility requirement of 40m to the pedestrian crossing (LTN1/95) is achieved. The forward visibility to the cycle crossing is reduced due to the stop line set back in relation to the kerb line.

The design team accepts that road users who choose to ignore safe signalised facilities do so at their own risk. However it should be noted that the existing road layout does not have a controlled pedestrian or cycle crossing at this junction and pedestrians have far less visibility of oncoming traffic as the current uncontrolled crossing is immediately adjacent to a parking bay. There have been no recorded collisions involving pedestrians in the last 3 years at this junction. Additionally there are no other safe, feasible locations to relocate the loading bay to owing to the location which includes the Holborn Viaduct to the south and a bus stop to the north. It is important the loading bay is maintained to ensure businesses in the area can continue to be serviced.

As a means of mitigation the design has been amended so that loading and unloading is only permitted between midnight and 7am. With taxis allowed to use the bay for ranking between 10am and 4pm and 7pm - midnight. This change will ensure that high sided vehicles that may restrict visibility the most are not using the bay during the AM and PM peak when pedestrian footfall/cycle flows will be highest.

#### Client Organisation Comments

Agree with the designer's response. Pedestrians and cyclists have dedicated green time within the signal staging to cross the road separate from motor traffic.

Without a suitable location for the business under the Holborn Viaduct to service, there is a risk that freight vehicles will park in the area illegally which in turn could cause a greater risk to pedestrians or cyclists than the designated bay proposed.

### 3.4.2 PROBLEM

**Location:** C – Farringdon Street opposite Plumtree Court

**Summary:** Loading bay location may restrict visibility for powered two wheelers

The Audit Team is concerned that the location of the proposed loading / disabled / taxi bay may restrict visibility to / from powered two wheelers. Powered two wheeler riders may struggle to observe cyclists when backing out their motorcycle from the parking bay, due to the presence of taxis or other vehicles parked immediately upstream. Riders may enter the cycle facility injudiciously with an exacerbated potential for conflict with cyclists as a result.

#### RECOMMENDATION

Increase the inter-visibility for powered two wheeler riders. This may require modifying the layout of the loading / disabled / taxi bay.

#### Design Organisation Response

#### Accepted

**Accepted:** The design has been amended to switch the bays around so that the loading/disabled/taxi bay is now to the south of the motorcycle bay. This change should increase inter-visibility for P2W riders.

#### Client Organisation Comments



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Agree with the designer's response.

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### 3.4.3 PROBLEM

**Location:** D – Farringdon Road south of Greville Street

**Summary:** Loading bay location may pose a hazard to cyclists and drivers

The Audit Team is concerned that a loading bay is proposed within the cycle track on Farringdon Road (northbound) on the approach to Greville Street. This layout poses a number of safety concerns, namely:

- When the bay is occupied, cyclists within the cycle track will be required to re-join the general traffic lane. This manoeuvre is less likely to be anticipated by other road users with an exacerbated potential for conflict with cyclists as a result.
- Further to the point above, if cycle volumes experienced on the existing north-south superhighway are replicated at this location, the number of cyclists attempting to re-join the carriageway may be prohibitive and lead to congestion within the cycle track. Congestion within the cycle track may lead to cyclists re-joining the carriageway at the back of the queue which is also less likely to be anticipated by other road users with an exacerbated potential for conflict with cyclists as a result.
- Drivers attempting to enter the loading bay may experience difficulties in identifying cyclists on the nearside, exacerbating a potential for conflict, particularly if cycle approach speeds exceed the vehicle speed due to congestion. Furthermore, cyclists are unlikely to anticipate a goods vehicle pulling into the segregated facility when the remainder of the route is protected from vehicular incursion.
- Any cyclist who re-joins the carriageway and cycles on the offside of the vehicle may be situated within the 'dooring zone' of the drivers cab.

### RECOMMENDATION

It is recommended that the loading bay is relocated to an alternative location. If this cannot be achieved it may be preferable remove the cycle facility, or to modify the layout of the facility to clarify priorities in a similar manner to the layout surrounding the bus facility on the opposite side of the road.

Design Organisation Response	Part Accepted
<p><b>Part accepted:</b> The proposed loading bay is essential to ensure businesses along this section of Farringdon Road can be serviced. Alternative locations were investigated but no feasible locations were available. The design team appreciates the potential conflicts with large numbers of cyclists using the cycle track and as a means of mitigating this are proposing that loading and unloading will only be permitted between the hours of 12am and 6am. During these hours the number of cyclists using the cycle track will be much less than during peak hours/daytime. The likelihood of the potential issues outlined above should therefore be dramatically reduced.</p> <p>It is proposed to change the loading facility from a bay to a single red line and permit stopping only between the hours of 12am and 6am in order to facilitate loading and unloading. This has been proposed to discourage vehicles from illegally using the bay during peak times. TfL's enforcement team have advised that single red lines are used illegally less than red route bays.</p>	
Client Organisation Comments	
Agree with the designer's response. It is essential that provision is provided for	

servicing the businesses along this section of the route and no alternative locations are available as the only accesses to the businesses are on Farringdon Road.

Changing the proposed bay to a single red line should reduce the tendency for drivers to park illegally in this location as they may have been more likely to in a marked out bay.

Cycle logo patches have been proposed on the carriageway parallel to the loading facility to raise awareness to drivers of the potential presence of cyclists in the carriageway.

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### 3.5 CARRIAGEWAYS

#### 3.5.1 PROBLEM

**Location:** E – Farringdon Street approach to West Smithfield

**Summary:** Carriageway alignment may pose a hazard to road users

The Audit Team is concerned that the southbound carriageway in proximity to the bus stop guides road users into the central pedestrian refuge island. Should a bus be located within the bus stop, road users passing the bus may fail to appreciate the abrupt requirement to deviate around the pedestrian island. An exacerbated potential for conflict with the feature and associated potential for personal injury may exist as a result.

#### RECOMMENDATION

Increase the distance between the bus stop and the pedestrian refuge to provide a greater transition length. If this cannot be achieved it may be beneficial to maximise the visibility of the pedestrian island.

Design Organisation Response	Accepted
<p><b>Accepted:</b> There will also be a primary traffic signal on the island which should make drivers aware of the presence of a traffic island. However it is accepted that the traffic lane alignment curves abruptly on the approach to the island.</p> <p>Hatching to TSRGD diagram number 1040 has been added on the approach to the island to increase its visibility and to guide drivers around the island.</p> <p>It is not possible to move the bus stop further north to smooth the lane alignment due to the space required at the rear of the bus stop to track large vehicles around and leave adequate clearance between northbound and southbound traffic lanes. The current design allows for vehicles of all class to manoeuvre around the bus cage.</p>	
Client Organisation Comments	
Agree with the designer's response.	

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End of list of problems identified and recommendations offered in this Stage 1 Road Safety Audit

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## 4.0 ISSUES IDENTIFIED DURING THE STAGE 1 ROAD SAFETY AUDIT THAT ARE OUTSIDE THE TERMS OF REFERENCE

Safety issues identified during the audit and site inspection that are considered to be outside the Terms of Reference, but which the Audit Team wishes to draw to the attention of the Client Organisation, are set out in this section. It is to be understood that, in raising these issues, the Audit Team in no way warrants that a full review of the highway environment has been undertaken beyond that necessary to undertake the Audit as commissioned.

### 4.1 ISSUE

**Location:** General to scheme, multiple locations

**Reason considered to be outside the Terms of Reference:** Detailed design issue

It is proposed to provide the cycle facility under the Holborn Viaduct at trief kerb level. Although no exact details regarding this layout have been provided, the Audit Team are concerned that without the provision of a physical feature to discourage cyclists from travelling close to the edge of the kerbing, there is a risk for cyclists to fall from the kerbing into the carriageway. It is recommended that the layout incorporates a raised upstand or feature at the carriageway side of the facility to discourage cyclists from travelling too close to the carriageway.

Design Organisation Response	Accepted
<b>Accepted:</b> The exact design of the trief kerb level cycle track is still to be determined. However, it is agreed that a raised feature should be present to discourage cyclists from travelling close to the kerb edge. This recommendation will be included in the final design handed over to the detailed designers.	
Client Organisation Comments	
Agree with the designer's response.	

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### 4.2 ISSUE

**Location:** General to scheme, multiple locations

**Reason considered to be outside the Terms of Reference:** Detailed design issue

A number of the side roads are indicated without the provision of a give-way feature to indicate priority and to advise drivers of the location to wait when exiting. This is considered to be a design anomaly and it is recommended that a give-way is provided at all side road accesses that do not have priority.

Design Organisation Response	Rejected
<b>Rejected:</b> The locations of the side roads without give way markings are all situated on Farringdon Street. All of these side roads or accesses are anticipated to have very low flows as they provide access for loading/unloading to a small number of premises. Any driver who is emerging from one of these accesses must have entered from Farringdon Street and will therefore be aware that they are crossing a footway and cycle track and should give way before entering the main carriageway.	
Each side road has a raised entry treatment, with footway material which will prompt drivers to slow down and give way to traffic on the cycle track and carriageway as	

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well as pedestrians on the footway. Cycle symbols (diagram 1057) at the mouths of the side roads reinforce this.

The same approach has been taken at lightly trafficked side roads in Phase 1 of the North-South scheme on Blackfriars Road and no safety issues have been observed or reported.

Treating these accesses as crossovers rather than side roads has urban realm benefits from less road markings and gives the feel of a more pedestrian friendly and less traffic dominated environment.

#### **Client Organisation Comments**

Agree with the designer's response. Road markings such as give-way lines are not commonly used for vehicle access points such as these, therefore further markings are not recommended.

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#### 4.3 ISSUE

**Location:** 1 – Turnagain Lane junction with Farringdon Street

**Reason considered to be outside the Terms of Reference:** Detailed design issue

It is proposed to provide a give way facility at the edge of the building line on Turnagain Lane. The close proximity of the adjacent building is likely to significantly restrict visibility to the left for drivers. It may be beneficial to consider bringing the give-way facility forward to increase visibility.

Design Organisation Response	Accepted
<b>Accepted:</b> The design will be amended to bring forward the give way markings to increase visibility for drivers. It should be noted that traffic flows in and out of Turnagain Lane are likely to be low given that it is a minor access road to the loading bays at the rear of 14-21 A40 Holborn Viaduct.	
Client Organisation Comments	
Agree with the designer's response.	

#### 4.4 ISSUE

**Location:** 2 – Farringdon Street junction with West Smithfield

**Reason considered to be outside the Terms of Reference:** Item for consideration rather than a defined road safety concern

It is proposed to provide a give-way facility for northbound cyclists exiting from West Smithfield. The size of the facility is unlikely to accommodate more than a couple of cyclists before spilling out into the carriageway. Whilst unlikely to pose a road safety concern, it may be beneficial to review the size of the facility and ensure it is adequate to accommodate the volume of cyclists likely to use it.

This is of particular concern as if congested, cyclists may resort to turning right within the carriageway if their onward path is obstructed. Cyclists that perform this manoeuvre would do so through the pedestrian crossing on the exit to the junction which operates in the same traffic signal stage.

Design Organisation Response	Rejected
<b>Rejected:</b> Traffic surveys carried out in October 2016 recorded a maximum peak hour flow of 27 cyclists per hour turning right out of Snow Hill into Farringdon Street. This equates to less than 1 cyclist per cycle of the traffic signals that could turn right into the cycle track, which can comfortably be accommodated within the waiting area provided. The waiting area up to the give way marking can store at least 2 cyclists. A keep clear marking is also positioned east of the give way marking to prevent other cyclists blocking those entering from Snow Hill. This area provides space for at least an extra 2 cyclists to wait.	
Eastbound and westbound cyclists receive a green signal in the same stage so by the time cyclists from Snow Hill reach the northbound cycle track, most cyclists will have left the stop line and reservoir, creating space for cyclists to enter.	
The transition from stage 4 (cycle crossing) to stage 1 (northbound traffic) is likely to be controlled by the intergreen associated with the pedestrian crossing as this will be	

longer than the intergreens associated with the cycle crossing and northbound traffic. This adds extra time for cyclists to enter the cycle track before northbound and southbound traffic gain right of way.

#### **Client Organisation Comments**

Agree with the designer's response. Detailed traffic modelling has informed the design of this junction and the space provided for cyclists is deemed to be appropriate to the demand and layout of the junction.

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#### 4.5 ISSUE

**Location:** 3 – Farringdon Street north of West Smithfield

**Reason considered to be outside the Terms of Reference:** Detailed design issue

It is proposed to provide a bus shelter within the floating bus stop island. It would appear that the bus shelter is located in close proximity to the cycle track. It may be beneficial to ensure adequate lateral clearance is provided to the rear of the shelter to ensure the feature does not pose a hazard to cyclists.

Design Organisation Response	Rejected
<b>Rejected:</b> This has been accommodated within the design as there is 450mm lateral clearance between the western kerb face of the cycle track and the bus shelter. This is the clearance recommended in LCDS 2 and has been used as the standard throughout the North-South route and many other cycling schemes across London.	
Client Organisation Comments	
Agree with the designer's response. The design of the bus stop and shelter comply with TfL's standards for bus stop bypasses and adequate clearance is provided from the bus shelter to the cycle track.	

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#### 4.6 ISSUE

**Location:** 4 – Greville Street junction with Farringdon Road

**Reason considered to be outside the Terms of Reference:** Not safety related

It is proposed to provide an uncontrolled pedestrian crossing facility across the cycle track on Greville Street. Due to the number of pedestrians likely to use this footway it is highly likely that pedestrians will cross without giving regard to the presence of cyclists. Whilst unlikely to result in personal injury due to the very low speeds cyclists will need to be travelling to make this manoeuvre. It may be beneficial to provide measures to facilitate cyclists to pass through Greville Street less impeded. At peak times the number of cyclists waiting to pass may block the facility for other cyclists.

Design Organisation Response	Part Accepted
<b>Part Accepted:</b> The design team acknowledges there will be heavy pedestrian and cycle flows using Greville Street due to the Crossrail station opening at Farringdon in 2018. Alternative route alignments for the cycle track were considered at the planning stages and the alignment proposed is deemed the most suitable.	
Measures have therefore been taken to encourage pedestrians to cross the cycle track at the designated crossing point to ensure the potential conflict points are minimised. This has been achieved by positioning a line of street furniture alongside the cycle track. It is also proposed that the cycle track be at a different level to the surrounding footway to discourage pedestrians from crossing it away from the crossing point.	
An ASL is proposed on Farringdon Road for northbound cyclists. The ASL is 7m deep which should provide space for any northbound cyclists to wait without impeding cyclists turning left into Greville Street. The feeder lane for cyclists is 2m wide which is wide enough to allow cyclists to separate into streams; those turning left into Greville Street and those continuing north along Farringdon Road.	

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Signalising the crossing point over the cycle track was considered but ruled out due to the narrow crossing distance. It was thought pedestrians may not pay attention to the signals with such a narrow crossing and still cross when cyclists have right of way, potentially increasing the conflict issue. It was also decided that adding extra street furniture to such a busy footway would worsen pedestrian comfort and detract from the urban realm.

Similar courtesy crossings along the route with high pedestrian and cycle interaction have been observed to operate well.

#### **Client Organisation Comments**

Agree with the designer's response. It is not proposed to signalise the informal crossing over the cycle track due to the likelihood of non-compliance. Significant improvements have been made in this location to facilitate the increased pedestrian flows that are expected from the opening of Crossrail. These include wider footways on Greville Street with the closure to motor traffic and a wider pedestrian crossing over Farringdon Road.

The crossing and footways take into account pedestrian desire lines. In addition, there is currently a construction hoarding blocking the east footway on Farringdon Road. Once the Crossrail works are complete, this footway will be re-opened and those pedestrians heading south are likely to use this side of the road rather than crossing Farringdon Road and the cycle track to head south. Furthermore, four new signalised crossings are proposed at the Charterhouse Street junction to the south providing formal facilities for pedestrians to cross and continue in any direction.

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#### 4.7 ISSUE

**Location:** 5 – Farringdon Road junction with Ray Street

**Reason considered to be outside the Terms of Reference:** Item for consideration rather than a defined road safety concern

A previous iteration of the proposals included the provision of a right turn pocket for vehicles turning into Ray Street. The revised proposals remove this provision. It may be beneficial to provide a right turning pocket at this location to encourage correct road position and discourage encroachment into the opposing traffic lane.

Design Organisation Response	Accepted
<b>Accepted:</b> This was removed accidentally and has been reinstated into the designs.	
Client Organisation Comments	
Agree with the designer's response.	

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## 5.0 SIGNATURES AND SIGN-OFF

### 5.1 AUDIT TEAM STATEMENT

We certify that we have examined the drawings and documents listed in Appendix A. to this Safety Audit report. The Road Safety Audit has been carried out in accordance with TfL Procedure SQA-0170 dated May 2014, with the sole purpose of identifying any feature that could be removed or modified in order to improve the safety of the measures. The problems identified have been noted in this report together with associated suggestions for safety improvements that we recommend should be studied for implementation.

No one on the Audit Team has been involved with the design of the measures.

#### AUDIT TEAM LEADER:

Name:

[REDACTED] A

Signed:

[REDACTED]

Position: Road Safety Audit Manager

Date: 27/10/2016

Organisation: Transport for London, Road Safety Audit  
Asset Management Directorate

Address: 4<sup>th</sup> Floor Palestra, 197 Blackfriars Road, London, SE1 8NJ

Contact:

[REDACTED]

#### AUDIT TEAM MEMBER:

Name:

[REDACTED]

Signed:

[REDACTED]

Position: Principal Road Safety Auditor

Date: 27/10/2016

Organisation: Transport for London, Road Safety Audit  
Asset Management Directorate

Address: 4<sup>th</sup> Floor Palestra, 197 Blackfriars Road, London, SE1 8NJ

Contact:

[REDACTED]

## 5.2 DESIGN TEAM STATEMENT

In accordance with SQA-0170 dated May 2014, I certify that I have reviewed the items raised in this Stage 1 Safety Audit report. I have given due consideration to each issue raised and have stated my proposed course of action for each in this report. I seek the Client Organisation's endorsement of my proposals.

**Name:** 

**Position:** Lead Design Engineer

**Organisation:** ODE TfL

**Signed:** 

**Dated:** 2<sup>nd</sup> May 2017

## 5.3 CLIENT ORGANISATION STATEMENT

I accept these proposals by the Design Organisation.

**Name:** 

**Position:** Senior Sponsor

**Organisation:** RSM TfL

**Signed:** 

**Dated:** 19 April 2017

## 5.4 SECONDARY CLIENT ORGANISATION STATEMENT (where appropriate)

I accept these proposals by the Design Organisation.

**Name:** 

**Position:** Senior Portfolio Sponsor

**Organisation:** TfL RSM

**Signed:** 

**Dated:** 19 April 2017

## APPENDIX A

### Documents Forming the Audit Brief

#### DRAWING NUMBER

TDE-ST-PJ338-CSNS-ID-21  
TDE-ST-PJ338-CSNS-ID-22  
TDE-ST-PJ338-CSNS-ID-23  
TDE-ST-PJ338-CSNS-ID-24  
TDE-ST-PJ338-CSNS-ID-25  
TDE-ST-PJ338-CSNS-ID-26  
TDE-ST-PJ338-CSNS-ID-27

#### DRAWING TITLE

Drawing 21 of 27  
Drawing 22 of 27  
Drawing 23 of 27  
Drawing 24 of 27  
Drawing 25 of 27  
Drawing 26 of 27  
Drawing 27 of 27

#### DOCUMENTS

- ☒ Safety Audit Brief
- ☐ Site Location Plan
- ☐ Traffic signal details
- ☐ TfL signal safety checklist
- ☐ Departures from standard
- ☐ Previous Road Safety Audits
- ☐ Previous Designer Responses
- ☐ Collision data
- ☐ Collision plot
- ☐ Traffic flow / modelling data
- ☐ Pedestrian flow / modelling data
- ☐ Speed survey data
- ☐ Other documents

#### DETAILS (where appropriate)

## **APPENDIX B**

### **Problem Locations**









- [illegible]

THESE DRAWINGS ARE SUBJECT TO  
CHANGE



date	scale	dim	chk
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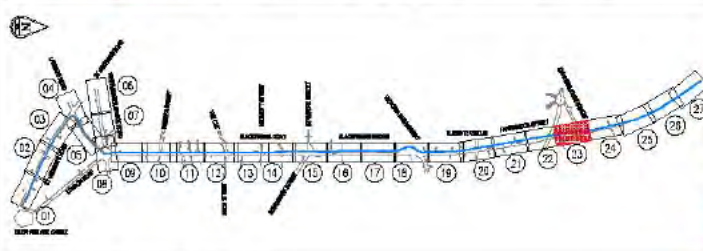
Dwg No. TDE ST DWG8 CORR ID 20

IDE-ST-PJSSB-LSNS-10-22  
INTERIM

INTERN

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- | KEY                           | NOTES |                                     |  |                              |
|-------------------------------|-------|-------------------------------------|--|------------------------------|
| Start Markings to be removed  |       | Proposed channel traffic paving     |  | Proposed Bus Stop Bay        |
| Channel to be removed         |       | Proposed cross walk traffic paving  |  | Proposed bollard             |
| Start Traffic to be removed   |       | Proposed footway bollards/obstacles |  | Proposed ramp                |
| Street Trenches to be removed |       | Proposed bus lane                   |  | Bus Stop                     |
| Isolated Intersection         |       | Proposed Surface Cycle route        |  | Interchange Link Cycle Track |
| Proposed Road Markings        |       | Proposed sign lane (TNC)            |  | Pedestrian Cycle Way Track   |
| Proposed rail                 |       | Proposed new shelter                |  | Tall Rail Link Cycle Track   |
| Proposed paving flow          |       | TRAFFIC DISORDERLY                  |  | Potential bus stop           |
| Proposed transfer lane        |       | MULTI-Directional                   |  | Proposed bollard             |
| Proposed dropped kerb         |       | Left turn crossing                  |  | Proposed bench               |
| Proposed lane                 |       | Proposed lighting measures (TNC)    |  | Proposed lift                |
| Proposed new rail             |       | Sign lane to be removed (TNC)       |  | Proposed footway access      |
| Proposed CS cycle lane        |       | Proposed sign and (TNC)             |  | Proposed footway access      |
| Proposed new traffic paving   |       |                                     |  |                              |

THESE DRAWINGS ARE SUBJECT TO CHANGE

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 INTERNATIONAL UNION OF  
 PURE AND APPLIED CHEMISTRY  
 UPO  
 1979

**CYCLE SUPERHIGHWAY  
ROUTE NORTH - SOUTH PHASE 2  
DRAWING 23 OF 27  
CONCEPT DESIGN**

[illegible]





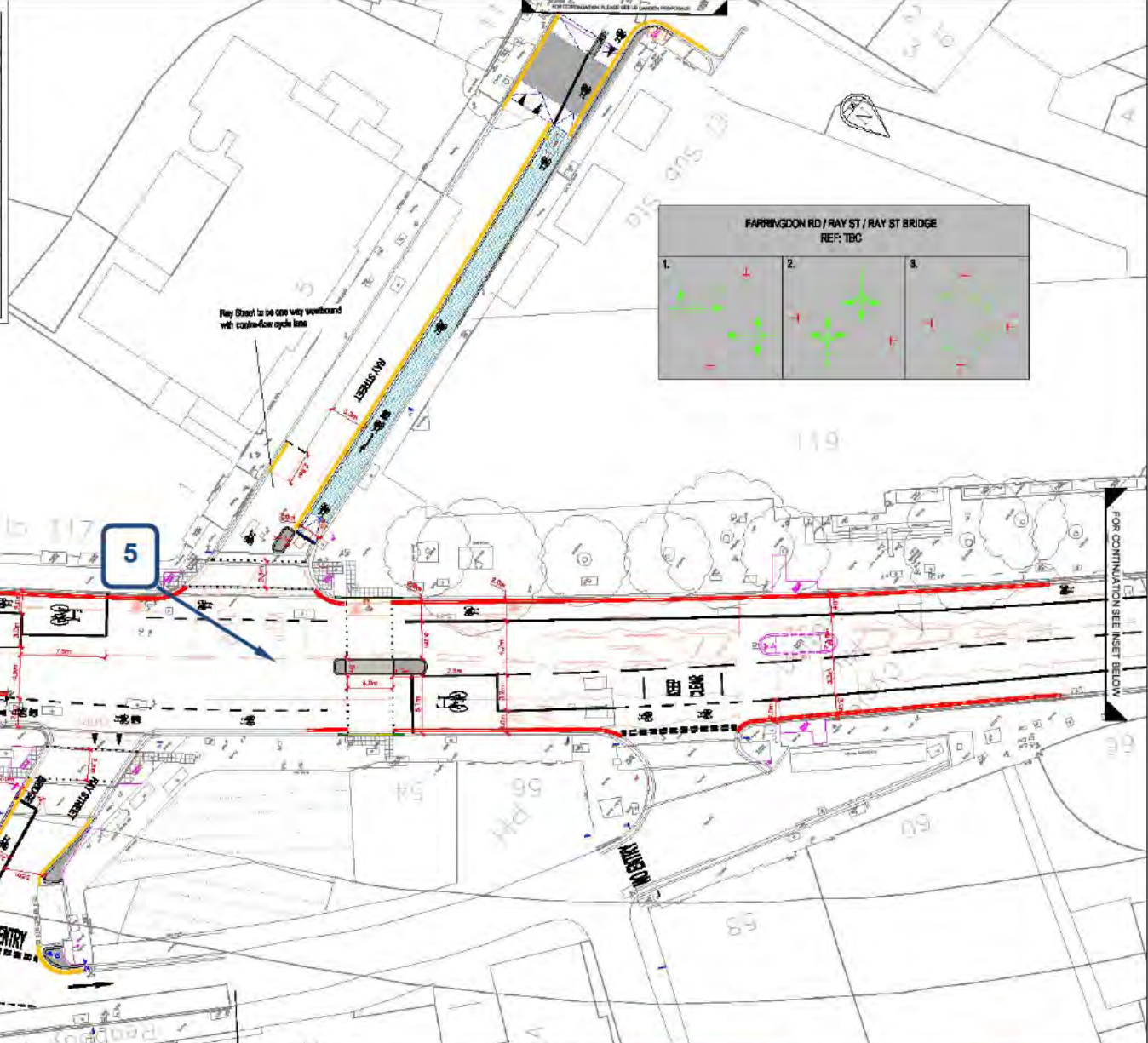







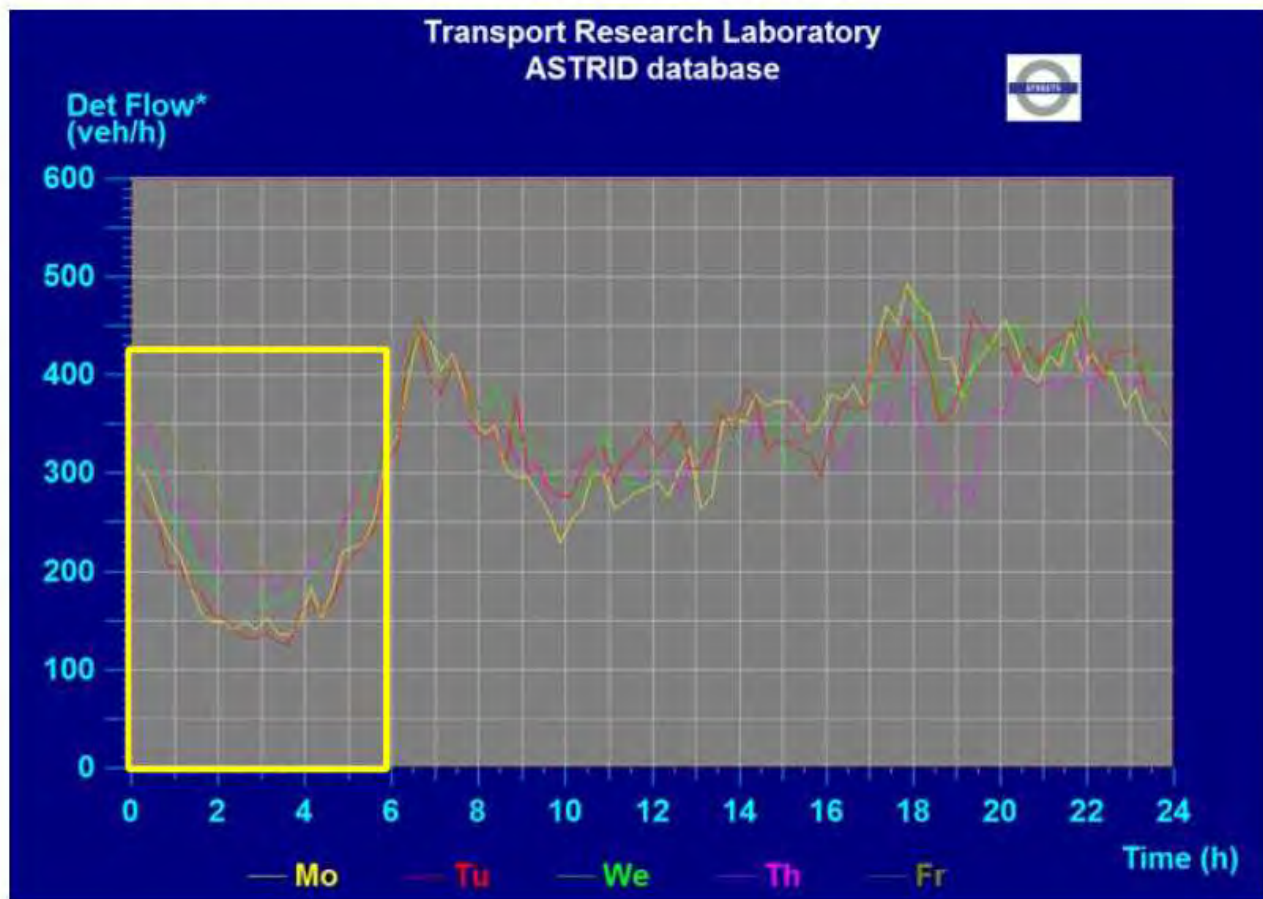




[illegible]

				Road Name: Wingapong Client: Surface Transport			
				Plot No: W2 Location: Wingapong Scale: 1:100			
SECTION: L.B of							
BARCLAYS CYCLE SUPERHIGHWAY ROUTE NORTH-SOUTH PHASE 2 DRAWING 27 OF 27 INITIAL DESIGN							
NO.	REVISED	FOR	REASON FOR CHANGE	DATE	BY	CHKD	APPD
18	REVISED	FOR	REASON FOR CHANGE	DATE	BY	CHKD	APPD
19	REVISED	FOR	REASON FOR CHANGE	DATE	BY	CHKD	APPD
20	REVISED	FOR	REASON FOR CHANGE	DATE	BY	CHKD	APPD
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70	REVISED	FOR	REASON FOR CHANGE	DATE	BY	CHKD	APPD
71	REVISED	FOR	REASON FOR CHANGE	DATE	BY	CHKD	APPD

## Charterhouse St SB flow



Data from the Farringdon Street/Charterhouse Street junction

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**Client:** Transport for London

**Project:** 3378-LON-JB Farringdon

**Site:** 2. Farringdon Street/ West Smithfield/ Snow Hill

**Date:** 5 weekday Average

PCU Values						
Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC
1.0	1.0	1.5	2.3	2.0	0.4	0.2

Entry : Arm A

		Destination : Arm A									PCU Total			Destination : Arm B									PCU Total			Destination : Arm C									PCU Total
Time from	Time To	Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC	Total	Car/ Lgv		Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC	Total	Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV		PSV	MC	PC	Total								
00:00	01:00	0.2	0.4	0.0	0.0	0.0	0.0	0.0	0.6	0.6	9.0	1.2	1.0	3.2	0.0	0.2	0.2	14.8	19.2	207.8	39.2	7.0	2.8	16.6	5.4	11.4	290.2	301.6							
01:00	02:00	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.2	17.4	0.8	0.8	3.2	0.0	0.2	0.0	22.4	26.8	172.4	25.6	8.6	6.8	6.0	4.0	4.0	227.4	240.9							
02:00	03:00	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.2	20.6	0.4	1.0	2.0	0.0	0.2	0.0	24.2	27.2	120.2	11.4	8.8	8.0	2.2	3.2	3.0	156.8	169.5							
03:00	04:00	0.0	0.0	0.2	0.0	0.0	0.0	0.0	0.2	0.3	21.2	0.2	1.0	2.0	0.0	0.0	0.0	24.4	27.5	112.2	5.8	11.4	4.8	2.2	1.6	0.4	138.4	151.3							
04:00	05:00	0.4	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.4	23.4	0.2	1.6	0.4	0.0	1.0	0.0	26.6	27.3	125.2	6.2	11.8	9.6	4.0	6.4	4.2	167.4	182.6							
05:00	06:00	0.2	0.0	0.2	0.0	0.0	0.0	0.0	0.4	0.5	28.2	0.2	2.2	1.2	0.0	0.2	0.0	32.0	34.5	204.8	7.4	18.6	12.8	9.2	6.6	11.2	270.6	292.8							
06:00	07:00	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.2	17.2	0.2	4.0	1.6	0.0	5.0	1.8	29.8	29.4	312.4	10.8	39.2	9.4	21.2	32.0	47.0	472.0	468.2							
07:00	08:00	0.0	0.0	0.2	0.0	0.0	0.0	0.0	0.2	0.3	12.0	0.2	4.0	2.2	0.0	0.6	8.2	27.2	25.1	273.6	26.0	36.2	14.4	24.4	77.6	195.4	647.6	505.9							
08:00	09:00	1.0	0.2	0.2	0.0	0.0	0.0	0.0	1.4	1.5	11.8	2.0	2.2	2.0	0.0	2.2	12.6	32.8	25.1	233.2	53.2	44.6	11.2	25.4	111.6	463.0	942.2	567.1							
09:00	10:00	0.4	0.4	0.0	0.0	0.0	0.0	0.0	0.8	0.8	6.8	1.2	2.4	1.4	0.0	2.4	5.0	19.2	16.8	243.2	67.0	31.8	11.4	26.2	72.8	256.6	709.0	517.0							
10:00	11:00	0.6	0.6	0.0	0.0	0.0	0.2	0.0	1.4	1.3	7.0	3.4	3.4	1.4	0.0	1.2	1.2	17.6	19.4	233.4	57.2	36.4	11.8	30.0	40.4	55.8	465.0	459.7							
11:00	12:00	0.0	0.8	0.0	0.0	0.0	0.2	0.0	1.0	0.9	6.8	1.8	2.2	0.2	0.0	0.4	1.4	12.8	12.8	228.4	52.8	35.6	12.0	25.2	42.6	43.8	440.4	438.4							
12:00	13:00	0.8	0.4	0.4	0.0	0.0	0.0	0.0	1.6	1.8	7.4	1.4	2.4	0.2	0.0	2.4	2.0	15.8	14.2	212.4	49.4	30.2	11.4	25.0	40.8	46.6	415.8	409.0							
13:00	14:00	0.4	1.4	0.0	0.0	0.0	0.8	0.0	2.6	2.1	6.2	2.0	1.2	0.2	0.0	1.8	2.0	13.4	11.6	245.0	58.2	31.6	14.8	26.6	42.6	58.2	477.0	466.5							
14:00	15:00	0.6	1.0	0.0	0.2	0.0	0.0	0.0	1.8	2.1	7.8	2.2	1.6	1.0	0.0	1.6	1.6	15.8	15.7	260.2	62.6	27.2	8.6	24.2	47.8	49.2	479.8	460.7							
15:00	16:00	1.0	0.6	0.0	0.0	0.0	0.0	0.0	1.6	1.6	6.6	2.8	0.4	0.4	0.0	2.4	3.2	15.8	12.5	276.4	57.4	28.2	8.0	26.2	56.4	62.4	515.0	481.9							
16:00	17:00	0.2	1.0	0.0	0.0	0.0	0.0	0.0	1.2	1.2	6.0	2.0	1.8	0.2	0.0	1.6	2.2	13.8	12.2	304.2	55.4	14.4	4.8	24.8	79.2	123.2	606.0	498.2							
17:00	18:00	0.0	0.8	0.0	0.0	0.0	0.0	0.0	0.8	0.8	5.2	3.2	1.0	0.0	0.0	1.6	3.4	14.4	11.2	307.0	59.0	12.4	2.6	26.4	122.8	346.0	876.2	561.7							
18:00	19:00	0.4	0.6	0.0	0.0	0.0	0.0	0.0	1.0	1.0	7.2	2.4	0.4	0.2	0.0	2.0	3.4	15.6	12.1	300.8	44.6	10.0	4.2	25.2	94.2	446.6	925.6	547.5							
19:00	20:00	1.4	0.8	0.0	0.0	0.0	0.0	0.0	2.6	2.6	9.8	1.4	0.2	0.4	0.0	1.4	2.8	19.8	17.0	286.8	43.2	6.8	3.0	28.4	51.8	166.4	817.6	619.0							
20:00	21:00	1.8	0.8	0.0	0.0	0.0	0.0	0.0	2.6	2.6	10.4	3.8	0.2	0.6	0.0	1.8	1.8	18.6	17.0	285.0	50.2	8.8	3.8	21.2	32.8	86.4	488.2	429.9							
21:00	22:00	0.6	0.6	0.0	0.0	0.0	0.0	0.0	1.2	1.2	8.0	3.6	0.2	1.0	0.0	0.2	1.2	14.2	14.5	306.2	45.0	6.6	4.0	17.4	31.2	77.4	487.8	433.1							
22:00	23:00	2.0	0.6	0.4	0.0	0.0	0.0	0.0	3.0	3.2	6.8	1.6	0.4	1.2	0.0	0.4	0.4	10.8	12.0	306.8	45.0	8.8	3.4	16.8	25.4	52.6	458.8	427.1							
23:00	00:00	2.0	1.0	0.0	0.0	0.0	0.0	0.0	3.0	3.0	11.2	3.2	0.4	2.2	0.0	0.0	0.0	17.0	20.1	254.4	42.6	9.6	4.8	16.2	17.4	35.2	380.2	368.8							
Total		14.6	12.0	1.6	0.2	0.0	1.2	0.0	29.6	30.3	274.0	41.4	36.0	28.4	0.0	30.8	54.4	465.0	461.4	5812.0	975.2	484.6	188.4	471.0	1046.6	2646.0	11623.8	9998.4							



**Client:** Transport for London

**Project:** 3378-LON-JB Farringdon

**Site:** 2. Farringdon Street/ West Smithfield/ Snow Hill

**Date:** 5 weekday Average

PCU Values						
Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC
1.0	1.0	1.5	2.3	2.0	0.4	0.2

Entry : Arm B

Time from	Time To	Destination : Arm A								PCU Total	Destination : Arm B								PCU Total	Destination : Arm C								PCU Total
		Car/ Lgv	Rigid 2 axle	HGV	PSV	MC	PC	Total	Car/ Lgv		Rigid 2 axle	HGV	PSV	MC	PC	Total	Car/ Lgv	Rigid 2 axle		HGV	PSV	MC	PC	Total				
00:00	01:00	43.2	16.2	2.2	3.4	0.8	0.6	0.8	67.2	72.5	0.0	0.0	0.0	0.2	0.0	0.0	0.0	0.2	0.5	86.8	29.8	3.0	1.6	0.0	2.2	2.4	125.8	126.1
01:00	02:00	30.2	9.8	4.0	5.8	0.2	0.4	0.0	50.4	59.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	57.2	12.6	2.6	2.0	0.0	1.8	0.8	77.0	79.2
02:00	03:00	38.4	5.2	3.4	6.0	0.0	0.0	0.2	53.2	62.5	0.2	0.0	0.0	0.2	0.0	0.0	0.0	0.4	0.7	56.0	6.4	5.6	1.0	0.0	1.0	0.4	70.4	73.6
03:00	04:00	39.2	3.2	6.4	5.8	0.0	0.2	0.0	54.8	65.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	71.6	4.0	4.6	3.4	0.0	0.8	0.4	84.8	90.7
04:00	05:00	38.6	1.6	8.4	3.0	0.0	0.4	0.6	52.6	60.0	0.4	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.4	68.8	1.2	5.8	2.8	0.0	0.6	0.6	79.8	85.5
05:00	06:00	42.6	1.8	9.2	3.8	0.0	2.2	0.4	60.0	67.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	92.6	1.0	9.8	2.2	0.0	1.2	2.8	109.6	114.4
06:00	07:00	74.6	3.4	17.2	3.0	0.0	2.0	1.8	102.0	111.9	0.0	0.0	0.2	0.0	0.0	0.0	0.0	0.2	0.3	154.0	6.6	19.8	3.8	0.2	6.4	14.4	205.2	204.9
07:00	08:00	79.6	12.2	12.8	2.8	0.2	3.4	9.0	120.0	121.0	0.0	0.2	0.2	0.0	0.0	0.0	0.0	0.4	0.5	182.6	18.4	22.2	5.6	0.6	15.0	61.6	306.0	266.7
08:00	09:00	63.2	16.0	14.2	2.2	0.4	6.6	10.0	112.6	111.0	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.2	183.8	29.4	19.8	3.6	0.2	29.8	142.8	409.4	292.1
09:00	10:00	56.6	25.4	10.4	2.0	0.6	5.2	9.2	109.4	107.3	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.2	171.2	34.8	25.4	5.2	0.6	20.0	110.8	368.0	287.4
10:00	11:00	64.6	25.2	11.4	1.2	1.2	7.8	4.8	116.2	116.1	0.6	0.0	0.0	0.0	0.0	0.0	0.0	0.6	0.6	162.0	38.8	22.2	3.6	0.6	16.6	28.4	272.2	255.9
11:00	12:00	74.6	28.0	11.6	1.2	0.0	6.4	4.0	125.8	126.1	0.2	0.2	0.0	0.0	0.0	0.2	0.0	0.6	0.5	163.2	37.2	23.6	4.4	0.4	16.4	13.2	258.4	255.9
12:00	13:00	66.2	39.6	9.8	1.6	0.2	13.6	7.4	138.4	131.5	0.0	0.2	0.0	0.0	0.0	0.0	0.2	0.4	0.2	145.8	40.4	22.0	4.2	0.2	22.2	19.4	254.2	242.0
13:00	14:00	60.4	36.6	6.4	1.4	0.6	12.0	4.2	121.6	116.7	0.0	0.2	0.2	0.0	0.0	0.0	0.2	0.6	0.5	143.0	43.2	13.8	1.6	0.0	23.4	24.0	249.0	224.7
14:00	15:00	71.0	40.8	7.2	1.6	1.4	11.0	6.6	139.6	134.8	0.2	0.0	0.2	0.0	0.0	0.0	0.0	0.4	0.5	141.4	44.8	12.6	1.8	0.2	27.2	27.8	255.8	226.1
15:00	16:00	66.2	44.8	6.0	1.8	1.4	9.0	5.8	135.0	131.7	0.4	0.2	0.0	0.0	0.0	0.2	0.0	0.8	0.7	148.4	46.4	12.6	2.4	0.0	27.6	30.0	267.4	236.3
16:00	17:00	67.4	44.6	4.0	1.0	0.0	11.4	8.4	136.8	126.5	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.2	140.4	40.8	10.0	1.6	0.0	46.2	75.4	314.4	233.4
17:00	18:00	67.0	43.4	2.0	2.0	0.0	17.2	18.2	149.8	128.5	0.0	0.0	0.0	0.2	0.0	0.0	0.0	0.2	0.5	139.8	51.4	5.8	0.6	0.0	78.6	255.4	531.6	283.8
18:00	19:00	81.0	46.4	1.4	1.0	0.2	25.4	22.0	177.4	146.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	161.2	40.0	3.6	0.8	0.6	82.0	297.4	585.6	301.9
19:00	20:00	83.4	39.6	2.4	1.0	0.4	17.2	10.4	154.4	138.7	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.2	117.6	39.8	5.4	1.2	0.6	43.6	107.0	315.2	208.3
20:00	21:00	78.8	40.0	3.4	0.8	0.8	8.4	6.0	138.2	131.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	113.6	46.0	4.6	1.4	0.4	25.2	49.6	240.8	190.5
21:00	22:00	83.0	44.8	1.4	1.8	1.0	6.6	3.2	141.8	139.3	0.4	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.4	112.8	60.0	2.0	1.4	0.2	20.6	29.2	226.2	193.5
22:00	23:00	84.0	49.4	1.4	1.4	1.4	4.8	3.2	145.6	144.1	0.2	0.2	0.0	0.0	0.0	0.0	0.0	0.4	0.4	114.6	43.0	4.8	0.6	0.0	6.8	17.4	187.2	172.4
23:00	00:00	73.6	41.6	2.6	3.2	0.2	3.2	1.0	125.4	128.3	0.4	0.2	0.0	0.0	0.0	0.0	0.0	0.6	0.6	100.6	43.8	6.2	1.0	0.0	6.2	8.8	166.6	160.2
Total		1527.4	659.6	159.2	58.8	11.0	175.0	137.2	2728.2	2680.5	3.8	1.4	0.8	0.6	0.0	0.4	0.4	7.4	8.0	3029.0	759.8	267.8	57.8	4.8	521.4	1320.0	5960.6	4805.6

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**Client:** Transport for London

**Project:** 3378-LON-JB Farringdon

**Site:** 2. Farringdon Street/ West Smithfield/ Snow Hill

**Date:** 5 weekday Average

PCU Values						
Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC
1.0	1.0	1.5	2.3	2.0	0.4	0.2

Entry : Arm C

Destination : Arm A										PCU Total
Time from	Time To	Car/ Lgv	Rigid 2 Ldn taxi axle	HGV	PSV	MC	PC	Total		
00:00	01:00	211.0	28.0	6.0	3.8	16.0	6.0	10.8	281.6	293.3
01:00	02:00	142.0	15.8	4.6	4.4	3.4	3.8	3.8	177.8	183.9
02:00	03:00	112.4	7.2	6.2	3.8	2.6	3.8	3.8	139.8	145.1
03:00	04:00	96.0	7.2	11.0	6.8	2.2	3.2	3.0	129.4	141.6
04:00	05:00	121.4	4.6	14.0	8.4	4.2	10.6	2.6	165.8	179.5
05:00	06:00	176.4	5.4	22.6	8.4	13.4	12.8	6.0	245.0	268.1
06:00	07:00	288.8	10.4	28.8	10.4	21.0	30.8	46.0	436.2	429.8
07:00	08:00	235.0	16.2	32.6	10.0	32.8	61.4	172.0	560.0	447.7
08:00	09:00	196.8	30.2	33.0	10.6	26.0	114.0	565.6	976.2	511.6
09:00	10:00	218.2	44.0	33.6	11.0	27.6	86.2	432.0	852.6	514.0
10:00	11:00	211.6	31.4	31.8	14.8	24.8	41.2	88.6	444.2	408.5
11:00	12:00	214.6	43.2	36.6	10.8	25.0	40.0	61.8	432.0	415.9
12:00	13:00	200.6	40.2	30.8	12.6	25.0	37.2	72.6	419.0	395.4
13:00	14:00	212.6	45.0	28.6	10.4	26.0	41.8	56.6	421.0	404.5
14:00	15:00	205.6	44.2	23.6	9.2	24.6	34.2	65.0	406.4	382.2
15:00	16:00	194.2	59.6	22.0	10.8	26.8	50.2	76.2	439.8	400.6
16:00	17:00	228.4	54.4	23.6	8.8	26.8	65.8	145.8	553.6	447.5
17:00	18:00	226.2	57.2	14.8	5.2	27.6	101.8	357.0	789.8	484.9
18:00	19:00	259.6	46.4	13.0	4.4	23.4	98.0	436.6	881.4	508.9
19:00	20:00	254.0	45.8	15.2	3.4	26.0	49.8	215.4	609.6	445.4
20:00	21:00	272.8	49.4	9.6	7.4	20.2	28.8	101.4	489.6	425.8
21:00	22:00	288.8	50.2	9.4	8.0	17.0	20.2	72.6	466.2	428.1
22:00	23:00	297.8	53.8	10.2	2.4	17.2	17.0	52.4	450.8	424.1
23:00	00:00	272.0	45.0	6.0	3.4	16.6	11.4	30.6	385.0	377.7
Total		5136.8	834.8	467.6	189.2	476.2	970.0	3078.2	11152.8	9064.2

Destination : Arm B										PCU Total	
Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC	Total				
51.4	13.8	4.0	2.2	0.0	1.8	1.6	74.8				
53.4	5.6	2.8	1.2	0.0	0.6	0.2	63.8				
46.8	1.6	1.4	1.6	0.0	1.6	0.4	53.4				
44.6	0.6	3.2	0.8	0.0	0.8	0.6	50.6				
54.4	0.4	3.4	0.6	0.0	1.2	0.0	60.0				
72.0	1.0	7.0	0.8	0.0	3.2	7.6	91.6				
67.6	0.8	8.0	2.2	0.0	7.2	23.8	109.6				
75.4	7.6	10.2	3.2	0.0	42.0	115.0	253.4				
90.6	18.4	11.6	2.2	0.0	68.6	352.4	543.8				
82.4	18.8	13.4	1.6	0.2	55.8	210.0	382.2				
81.0	16.4	11.2	2.8	0.0	23.8	36.2	171.4				
74.6	18.6	10.6	3.6	0.2	18.2	22.4	148.2				
71.6	19.8	8.2	1.6	0.0	21.0	17.6	139.8				
73.8	20.4	9.2	1.8	0.0	23.2	18.8	147.2				
73.8	24.4	15.8	2.6	0.4	17.0	17.2	151.2				
82.2	22.4	11.4	1.4	0.2	19.6	18.2	155.4				
93.0	18.4	10.6	1.6	0.2	23.8	32.4	180.0				
95.0	24.8	4.2	1.8	0.2	30.0	94.6	250.6				
108.8	23.2	2.0	0.4	0.4	30.8	117.6	283.2				
74.0	27.6	2.2	1.6	0.2	14.4	57.8	177.8				
73.0	26.2	2.6	1.4	0.2	10.8	23.6	137.8				
72.8	24.4	1.0	0.6	0.0	8.6	13.2	120.6				
77.4	21.4	1.2	1.0	0.4	4.8	10.0	116.2				
66.2	18.6	2.8	1.2	0.0	4.6	9.6	103.0				
Total		1755.8	375.2	158.0	39.8	2.6	433.4	1200.8	3965.6	2878.3	

Destination : Arm C										PCU Total	
Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC	Total				
0.6	0.0	0.0	0.0	0.0	0.0	0.0	0.6				
0.6	0.0	0.0	0.0	0.0	0.0	0.0	0.6				
0.2	0.0	0.4	0.0	0.0	0.0	0.0	0.6				
0.0	0.0	0.6	0.0	0.0	0.0	0.0	0.6				
0.6	0.0	0.0	0.0	0.0	0.0	0.0	0.6				
0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.2				
0.8	0.0	0.2	0.0	0.0	0.0	0.0	1.0				
0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.2				
0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.2				
0.0	0.2	0.0	0.0	0.0	0.4	0.0	0.6				
0.6	0.0	0.0	0.0	0.0	0.0	0.0	0.6				
0.0	0.2	0.0	0.0	0.0	0.0	0.0	0.2				
0.2	0.2	0.2	0.0	0.0	0.0	0.0	0.6				
0.4	0.0	0.2	0.0	0.0	0.0	0.0	0.6				
0.6	0.0	0.2	0.0	0.0	0.2	0.0	1.0				
0.0	0.0	0.0	0.2	0.0	0.0	0.0	0.2				
0.2	0.0	0.0	0.0	0.0	0.0	0.2	0.4				
0.0	0.0	0.2	0.0	0.0	0.0	0.0	0.2				
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				
0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.2				
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				
0.8	0.0	0.0	0.0	0.0	0.0	0.0	0.8				
0.4	0.2	0.0	0.0	0.0	0.0	0.0	0.6				
0.6	0.0	0.0	0.0	0.0	0.0	0.0	0.6				
Total		7.4	0.8	2.0	0.2	0.0	0.6	0.2	11.2	11.9	

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**Client:** Transport for London  
**Project:** 3378-LON-JB Farringdon  
**Site:** 2. Farringdon Street/ West Smithfield/ Snow Hill  
**Date:** 5 weekday Average

PCU Values						
Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC
1.0	1.0	1.5	2.3	2.0	0.4	0.2

ORIGIN SUMMARY

Origin : Arm A											PCU Total	Origin : Arm B											PCU Total	Origin : Arm C											PCU Total
Time from	Time To	Car/ Lgv	Rigid 2 axle	HGV	PSV	MC	PC	Total	Car/ Lgv	Rigid 2 axle		HGV	PSV	MC	PC	Total	Car/ Lgv	Rigid 2 axle	HGV	PSV	MC	PC		Total											
00:00	01:00	217.0	40.8	8.0	6.0	16.6	5.6	11.6	305.6	321.4	130.0	46.0	5.2	5.2	0.8	2.8	3.2	193.2	199.1	263.0	41.8	10.0	6.0	16.0	7.8	12.4	357.0	371.2							
01:00	02:00	190.0	26.4	9.4	10.0	6.0	4.2	4.0	250.0	268.0	87.4	22.4	6.6	7.8	0.2	2.2	0.8	127.4	139.1	196.0	21.4	7.4	5.6	3.4	4.4	4.0	242.2	250.7							
02:00	03:00	141.0	11.8	9.8	10.0	2.2	3.4	3.0	181.2	196.9	94.6	11.6	9.0	7.2	0.0	1.0	0.6	124.0	136.8	159.4	8.8	8.0	5.4	2.6	5.4	4.2	193.8	200.8							
03:00	04:00	133.4	6.0	12.6	6.8	2.2	1.6	0.4	163.0	179.1	110.8	7.2	11.0	9.2	0.0	1.0	0.4	139.6	156.1	140.6	7.8	14.8	7.6	2.2	4.0	3.6	180.6	194.8							
04:00	05:00	149.0	6.4	13.4	10.0	4.0	7.4	4.2	194.4	210.3	107.8	2.8	14.2	5.8	0.0	1.0	1.2	132.8	145.9	176.4	5.0	17.4	9.0	4.2	11.8	2.6	226.4	241.8							
05:00	06:00	233.2	7.6	21.0	14.0	9.2	6.8	11.2	303.0	327.9	135.2	2.8	19.0	6.0	0.0	3.4	3.2	169.6	182.3	248.6	6.4	29.6	9.2	13.4	16.0	13.6	336.8	356.5							
06:00	07:00	329.8	11.0	43.2	11.0	21.2	37.0	48.8	502.0	497.9	228.6	10.0	37.2	6.8	0.2	8.4	16.2	307.4	317.0	357.2	11.2	37.0	12.6	21.0	38.0	69.8	546.8	524.0							
07:00	08:00	285.6	26.2	40.4	16.6	24.4	78.2	203.6	675.0	531.4	262.2	30.8	35.2	8.4	0.8	18.4	70.6	426.4	388.2	310.6	23.8	42.8	13.2	32.8	103.4	287.0	813.6	593.3							
08:00	09:00	246.0	55.4	47.0	13.2	25.4	113.8	475.6	976.4	593.7	247.2	45.4	34.0	5.8	0.6	36.4	152.8	522.2	403.3	287.6	48.6	44.6	12.8	26.0	182.6	918.0	1520.2	741.2							
09:00	10:00	250.4	68.6	34.2	12.8	26.2	75.2	261.6	729.0	534.5	228.0	60.2	35.8	7.2	1.2	25.2	120.0	477.6	394.9	300.6	63.0	47.0	12.6	27.8	142.4	642.0	1235.4	704.0							
10:00	11:00	241.0	61.2	39.8	13.2	30.0	41.8	57.0	484.0	480.4	227.2	64.0	33.6	4.8	1.8	24.4	33.2	389.0	372.6	293.2	47.8	43.0	17.6	24.8	65.0	124.8	616.2	546.5							
11:00	12:00	235.2	55.4	37.8	12.2	25.2	43.2	45.2	454.2	452.1	238.0	65.4	35.2	5.6	0.4	23.0	17.2	384.8	382.5	289.2	62.0	47.2	14.4	25.2	58.2	84.2	580.4	545.6							
12:00	13:00	220.6	51.2	33.0	11.6	25.0	43.2	48.6	433.2	425.0	212.0	80.2	31.8	5.8	0.4	35.8	27.0	393.0	373.8	272.4	60.2	39.2	14.2	25.0	58.2	90.2	559.4	515.4							
13:00	14:00	251.6	61.6	32.8	15.0	26.6	45.2	60.2	493.0	480.2	203.4	80.0	20.4	3.0	0.6	35.4	28.4	371.2	341.9	286.8	65.4	38.0	12.2	26.0	65.0	75.4	568.8	530.3							
14:00	15:00	268.6	65.8	28.8	9.8	24.2	49.4	50.8	497.4	478.5	212.6	85.6	20.0	3.4	1.6	38.2	34.4	395.8	361.4	280.0	68.6	39.6	11.8	25.0	51.4	82.2	558.6	522.1							
15:00	16:00	284.0	60.8	28.6	8.4	26.2	58.8	65.6	532.4	496.1	215.0	91.4	18.6	4.2	1.4	36.8	35.8	403.2	368.6	276.4	82.0	33.4	12.4	27.0	69.8	94.4	595.4	537.8							
16:00	17:00	310.4	58.4	16.2	5.0	24.8	80.8	125.4	621.0	511.6	208.0	85.4	14.0	2.6	0.0	57.6	83.8	451.4	360.2	321.6	72.8	34.2	10.4	27.0	89.6	178.4	734.0	595.1							
17:00	18:00	312.2	63.0	13.4	2.6	26.4	124.4	349.4	891.4	573.7	206.8	94.8	7.8	2.8	0.0	95.8	273.6	681.6	412.8	321.2	82.0	19.2	7.0	27.8	131.8	451.6	1040.6	646.7							
18:00	19:00	308.4	47.6	10.4	4.4	25.2	96.2	450.0	942.2	560.6	242.2	86.4	5.0	1.8	0.8	107.4	319.4	763.0	448.7	368.4	69.6	15.0	4.8	23.8	128.8	554.2	1164.6	681.5							
19:00	20:00	298.0	45.4	7.0	3.4	28.4	53.2	169.2	604.6	473.6	201.2	79.4	7.8	2.2	1.0	60.8	117.4	469.8	347.2	328.2	73.4	17.4	5.0	26.2	64.2	273.2	787.6	571.9							
20:00	21:00	297.2	54.8	9.0	4.4	21.2	34.6	88.2	509.4	449.5	192.4	86.0	8.0	2.2	1.2	33.6	55.6	379.0	322.4	345.8	75.6	12.2	8.8	20.4	39.6	125.0	627.4	541.6							
21:00	22:00	314.8	49.2	6.8	5.0	17.4	31.4	78.6	503.2	448.8	196.2	104.8	3.4	3.2	1.2	27.2	32.4	368.4	333.2	362.4	74.6	10.4	8.6	17.0	28.8	85.8	587.6	535.1							
22:00	23:00	315.6	47.2	9.6	4.6	16.8	25.8	53.0	472.6	442.3	198.8	92.6	6.2	2.0	1.4	11.6	20.6	333.2	316.9	375.6	75.4	11.4	3.4	17.6	21.8	62.4	567.6	532.3							
23:00	00:00	267.6	46.8	10.0	7.0	16.2	17.4	35.2	400.2	391.9	174.6	85.6	8.8	4.2	0.2	9.4	9.8	292.6	289.2	338.8	63.6	8.8	4.6	16.6	16.0	40.2	488.6	473.8							
Total		6100.6	1028.6	522.2	217.0	471.0	1078.6	2700.4	12118.4	10325.1	4560.2	1420.8	427.8	117.2	15.8	696.8	1457.6	8696.2	7494.1	6900.0	1210.8	627.6	229.2	478.8	1404.0	4279.2	15129.6	11954.4							

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	<p><b>Client:</b> Transport for London</p> <p><b>Project:</b> 3378-LON-JB Farringdon</p> <p><b>Site:</b> 2. Farringdon Street/ West Smithfield/ Snow Hill</p> <p><b>Date:</b> 5 weekday Average</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="7">PCU Values</th> </tr> <tr> <th>Car/ Lgv</th> <th>Ldn taxi</th> <th>Rigid 2 axle</th> <th>HGV</th> <th>PSV</th> <th>MC</th> <th>PC</th> </tr> </thead> <tbody> <tr> <td>1.0</td> <td>1.0</td> <td>1.5</td> <td>2.3</td> <td>2.0</td> <td>0.4</td> <td>0.2</td> </tr> </tbody> </table>	PCU Values							Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC	1.0	1.0	1.5	2.3	2.0	0.4	0.2
PCU Values																							
Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC																	
1.0	1.0	1.5	2.3	2.0	0.4	0.2																	

## DESTINATION SUMMARY

Destination : Arm A										PCU Total
Time from	Time To	Car/ Lgv	Rigid 2 axle	HGV	PSV	MC	PC	Total		
00:00	01:00	254.4	44.6	8.2	7.2	16.8	6.6	11.6	349.4	366.4
01:00	02:00	172.4	25.6	8.6	10.2	3.6	4.2	3.8	228.4	244.0
02:00	03:00	151.0	12.4	9.6	9.8	2.6	3.8	4.0	193.2	207.9
03:00	04:00	135.2	10.4	17.6	12.6	2.2	3.4	3.0	184.4	207.3
04:00	05:00	160.4	6.2	22.4	11.4	4.2	11.0	3.2	218.8	239.9
05:00	06:00	219.2	7.2	32.0	12.2	13.4	15.0	6.4	305.4	336.5
06:00	07:00	363.6	13.8	46.0	13.4	21.0	32.8	47.8	538.4	541.9
07:00	08:00	314.6	28.4	45.6	12.8	33.0	64.8	181.0	680.2	569.0
08:00	09:00	261.0	46.4	47.4	12.8	26.4	120.6	575.6	1090.2	624.1
09:00	10:00	275.2	69.8	44.0	13.0	28.2	91.4	441.2	962.8	622.1
10:00	11:00	276.8	57.2	43.2	16.0	26.0	49.2	93.4	561.8	526.0
11:00	12:00	289.2	72.0	48.2	12.0	25.0	46.6	65.8	558.8	542.9
12:00	13:00	267.6	80.2	41.0	14.2	25.2	50.8	80.0	559.0	528.7
13:00	14:00	273.4	83.0	35.0	11.8	26.6	54.6	60.8	545.2	523.2
14:00	15:00	277.2	86.0	30.8	11.0	26.0	45.2	71.6	547.8	519.1
15:00	16:00	261.4	105.0	28.0	12.6	28.2	59.2	82.0	576.4	533.9
16:00	17:00	296.0	100.0	27.6	9.8	26.8	77.2	154.2	691.6	575.3
17:00	18:00	293.2	101.4	16.8	7.2	27.6	119.0	375.2	940.4	614.2
18:00	19:00	341.0	93.4	14.4	5.4	23.6	123.4	458.6	1059.8	656.7
19:00	20:00	338.8	86.2	17.6	4.4	26.4	67.0	225.8	766.2	586.3
20:00	21:00	353.4	90.2	13.0	8.2	21.0	37.2	107.4	630.4	560.3
21:00	22:00	372.4	95.6	10.8	9.8	18.0	26.8	75.8	609.2	568.6
22:00	23:00	383.8	103.8	12.0	3.8	18.6	21.8	55.6	599.4	571.4
23:00	00:00	347.6	87.6	8.6	6.6	16.8	14.6	31.6	513.4	509.0
Total		6678.8	1506.4	628.4	248.2	487.2	1146.2	3215.4	13910.6	11774.6

Destination : Arm B										PCU Total
Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC	Total			
60.4	15.0	5.0	5.6	0.0	2.0	1.8	89.8	96.9		
70.8	6.4	3.6	4.4	0.0	0.8	0.2	86.2	93.1		
67.6	2.0	2.4	3.8	0.0	1.8	0.4	78.0	82.7		
65.8	0.8	4.2	2.8	0.0	0.8	0.6	75.0	79.8		
78.2	0.6	5.0	1.0	0.0	2.2	0.0	87.0	89.5		
100.2	1.2	9.2	2.0	0.0	3.4	7.6	123.6	122.7		
84.8	1.0	12.2	3.8	0.0	12.2	25.6	139.6	122.8		
87.4	8.0	14.4	5.4	0.0	42.6	123.2	281.0	171.1		
102.6	20.4	13.8	4.2	0.0	70.8	365.0	576.8	254.7		
89.4	20.0	15.8	3.0	0.2	58.2	215.0	401.6	206.7		
88.6	19.8	14.6	4.2	0.0	25.0	37.4	189.6	157.4		
81.6	20.6	12.8	3.8	0.2	18.8	23.8	161.6	142.8		
79.0	21.4	10.6	1.8	0.0	23.4	19.8	156.0	133.8		
80.0	22.6	10.6	2.0	0.0	25.0	21.0	161.2	137.3		
81.8	26.6	17.6	3.6	0.4	18.6	18.8	167.4	155.1		
89.2	25.4	11.8	1.8	0.2	22.2	21.4	172.0	150.0		
99.2	20.4	12.4	1.8	0.2	25.4	34.6	194.0	159.8		
100.2	28.0	5.2	2.0	0.2	31.6	98.0	265.2	173.2		
116.0	25.6	2.4	0.6	0.4	32.8	121.0	298.8	184.7		
84.0	29.0	2.4	2.0	0.2	15.8	60.6	194.0	140.0		
83.4	30.0	2.8	2.0	0.2	12.6	25.4	156.4	132.7		
81.2	28.0	1.2	1.6	0.0	8.8	14.4	135.2	121.1		
84.4	23.2	1.6	2.2	0.4	5.2	10.4	127.4	120.0		
77.8	22.0	3.2	3.4	0.0	4.6	9.6	120.6	116.2		
Total		2033.6	418.0	194.8	68.8	2.6	464.6	1255.6	4438.0	3344.2

Destination : Arm C										PCU Total
Car/ Lgv	Ldn taxi	Rigid 2 axle	HGV	PSV	MC	PC	Total			
295.2	69.0	10.0	4.4	16.6	7.6	13.8	416.6	428.3		
230.2	38.2	11.2	8.8	6.0	5.8	4.8	305.0	320.7		
176.4	17.8	14.8	9.0	2.2	4.2	3.4	227.8	243.9		
183.8	9.8	16.6	8.2	2.2	2.4	0.8	223.8	242.9		
194.6	7.4	17.6	12.4	4.0	7.0	4.8	247.8	268.7		
297.6	8.4	28.4	15.0	9.2	7.8	14.0	380.4	407.4		
467.2	17.4	59.2	13.2	21.4	38.4	61.4	678.2	674.2		
456.4	44.4	58.4	20.0	25.0	92.6	257.0	953.8	772.8		
417.2	82.6	64.4	14.8	25.6	141.4	605.8	1351.8	859.4		
414.4	102.0	57.2	16.6	26.8	93.2	367.4	1077.6	804.7		
396.0	96.0	58.6	15.4	30.6	57.0	84.2	737.8	716.2		
391.6	90.2	59.2	16.4	25.6	59.0	57.0	699.0	694.5		
358.4	90.0	52.4	15.6	25.2	63.0	66.0	670.6	651.7		
388.4	101.4	45.6	16.4	26.6	66.0	82.2	726.6	692.0		
402.2	107.4	40.0	10.4	24.4	75.2	77.0	736.6	687.8		
424.8	103.8	40.8	10.6	26.2	84.0	92.4	782.6	718.7		
444.8	96.2	24.4	6.4	24.8	125.4	198.8	920.8	731.8		
446.8	110.4	18.4	3.2	26.4	201.4	601.4	1408.0	845.8		
462.0	84.6	13.6	5.0	25.8	176.2	744.0	1511.2	849.4		
404.6	83.0	12.2	4.2	29.0	95.4	273.4	901.8	666.4		
398.6	96.2	13.4	5.2	21.6	58.0	136.0	729.0	620.5		
419.8	105.0	8.6	5.4	17.6	51.8	106.6	714.8	627.4		
421.8	88.2	13.6	4.0	16.8	32.2	70.0	646.6	600.1		
355.6	86.4	15.8	5.8	16.2	23.6	44.0	547.4	529.7		
Total		8848.4	1735.8	754.4	246.4	475.8	1568.6	3966.2	17595.6	14654.8

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