



## Corporate Asset Sub (Finance) Committee

**Date:** WEDNESDAY, 30 JANUARY 2019  
**Time:** 1.45 pm  
**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

**Members:** Nicholas Bensted-Smith (Chairman)  
Dominic Christian (Deputy Chairman)  
Randall Anderson  
John Chapman  
Marianne Fredericks  
Alderman Alison Gowman  
Christopher Hayward  
Michael Hudson  
Deputy Wendy Hyde  
Deputy Jamie Ingham Clark  
Jeremy Mayhew  
Jeremy Simons  
Deputy Philip Woodhouse

**Enquiries:** Martin Newton  
martin.newton@cityoflondon.gov.uk  
0207 332 3154

**Lunch will be served for Members in the Guildhall Club at 1pm**  
**N.B. Part of this meeting may be subject to audio-visual recording**

**John Barradell**  
**Town Clerk and Chief Executive**

# **AGENDA**

## **Part 1 - Public Agenda**

1. **APOLOGIES**
2. **DECLARATIONS BY MEMBERS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**  
To agree the public minutes and summary of the meeting held on 1 November 2018.  
**For Decision**  
(Pages 1 - 6)
4. **OUTSTANDING ACTIONS**  
Report of the Town Clerk.  
**For Information**  
(Pages 7 - 10)
5. **WORK PROGRAMME**  
Joint report of the Town Clerk and City Surveyor.  
**For Information**  
(Pages 11 - 12)
6. **BUSINESS PLAN 2018-23 - QUARTER 2 2018/19**  
Report of the City Surveyor.  
**For Information**  
(Pages 13 - 18)
7. **DEPARTMENTAL RISK REGISTER UPDATE**  
Report of the City Surveyor.  
**For Information**  
(Pages 19 - 22)
8. **ENERGY PERFORMANCE UPDATE 2018/19 Q2**  
Report of the City Surveyor.  
**For Decision**  
(Pages 23 - 28)

9. **RIGHTS OF LIGHT CLAIM PROGRESS - BERNARD MORGAN HOUSE**

Report of the City Surveyor.

**For Information**  
(Pages 29 - 32)

10. **PUBLIC CAR PARKS UPDATE**

Report of the Director of the Built Environment.

**For Information**  
(Pages 33 - 48)

11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

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

13. **EXCLUSION OF THE PUBLIC**

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

**Part 2 - Non-Public Agenda**

14. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 1 November 2018.

**For Decision**  
(Pages 49 - 54)

15. **NON-PUBLIC OUTSTANDING ACTIONS**

Report of the Town Clerk.

**For Information**  
(Pages 55 - 56)

16. **ASSET MANAGEMENT SERVICE BASED REVIEW REPORT**

Report of the City Surveyor.

**For Decision**  
(Pages 57 - 66)

17. **TEMPLE BAR – LETTING**

Report of the City Surveyor.

**For Decision**  
(Pages 67 - 74)

18. **MINOR WORKS FRAMEWORKS - STAGE 2 AWARD**  
Joint report of the Chamberlain and the City Surveyor on behalf of the Facilities Services Category Board.
- For Information**  
(Pages 75 - 80)
19. **GUILDHALL AND WALBROOK WHARF - GATEWAY PROJECTS UPDATE**  
Report of the City Surveyor.
- For Decision**  
(Pages 81 - 86)
20. **GUILDHALL MASTERPLAN**  
Report of the City Surveyor.
- For Decision**  
(Pages 87 - 94)
21. **SMART WORKING AND RELOCATION OF WALBROOK WHARF CITY TEAM**  
Report of the City Surveyor.
- For Information**  
(Pages 95 - 98)
22. **GLA ROADS - LAND DISPUTE WITH TRANSPORT FOR LONDON**  
Joint report of the Comptroller and City Solicitor and the City Surveyor.
- For Information**  
(Pages 99 - 104)
23. **COMBINED HEAT AND POWER SYSTEM - ANNUAL REPORT 2017/18**  
Report of the City Surveyor.
- For Information**  
(Pages 105 - 122)
24. **CITIGEN CONTRACT - ORAL UPDATE**  
The City Surveyor to be heard.
- For Information**
25. **REGISTRATION OF THE CITY'S FREEHOLD TITLES**  
Report of the Comptroller and City Solicitor.
- For Information**  
(Pages 123 - 128)

26. **ACTION TAKEN BETWEEN MEETINGS**

Report of the Town Clerk.

**For Information**  
(Pages 129 - 130)

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

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

**Part 3 - Confidential Agenda**

29. **GUILDHALL PLANT TEAM - NEW WAYS OF WORKING**

Report of the City Surveyor.

**For Decision**

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## **CORPORATE ASSET SUB (FINANCE) COMMITTEE** **Thursday, 1 November 2018**

Minutes of the meeting of the Corporate Asset Sub (Finance) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 1 November 2018 at 1.45 pm

### **Present**

#### **Members:**

Nicholas Bensted-Smith (Chairman)  
Dominic Christian (Deputy Chairman)  
Randall Anderson  
Marianne Fredericks  
Alderman Alison Gowman  
Michael Hudson  
Deputy Wendy Hyde  
Deputy Jamie Ingham Clark  
Jeremy Mayhew  
Jeremy Simons  
Deputy Philip Woodhouse

#### **Officers:**

John Cater	- Committee Clerk
John James	- Head of Finance
Dianne Merrifield	- Chamberlain's Department
Paul Wilkinson	- City Surveyor
Nigel Lefton	- Remembrancer's Department
Paul Friend	- City Surveyor's Department
Tom Conniffe	- Town Clerk's Department
Andrew Little	- Chamberlain's Department
Peter Collinson	- Operations Director
Chris Hartwell	- Departmental PFM Manager
Dorian Price	- City Surveyor's Department
Alison Bunn	- City Surveyor's Department

### **1. APOLOGIES**

Apologies were received from Deputy Joyce Nash.

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

No declarations of interest were made.

### **3. MINUTES**

**RESOLVED** – That the public minutes of the previous meeting held on 5<sup>th</sup> September are approved as an accurate record.

4. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**

The Sub-Committee considered a report of the Town Clerk which provided information of outstanding actions from previous meetings.

Public conveniences

Members commented that it was considerably cheaper to support the community toilet scheme than to run the network of public conveniences across the City.

Members highlighted the Chancellor's announcement of ratings relief for owners of public conveniences in the recent Budget. The Chairman asked Paul Friend to look into the implications for the Corporation, he would return to the Sub-Committee in January.

**RESOLVED** – That the Sub-Committee noted the report.

5. **WORK PROGRAMME FOR FUTURE MEETINGS**

The Sub-Committee considered a joint report of the Town Clerk and City Surveyor which provided information of the Work Programme for future meetings.

**RESOLVED** – That the Sub-Committee notes the report.

6. **ENERGY PERFORMANCE 2018/19 Q1 REPORT**

The Sub-Committee received a Report of the City Surveyor concerning energy performance

The City Surveyor highlighted the ongoing boiler replacement work being undertaken at the Central Criminal Court which would support the Corporation's overall energy reduction targets.

**RESOLVED** – that the Sub-Committee noted the Report

7. **GUILDHALL YARD REFURBISHMENT/REPLACEMENT OF PAVIOURS AND DRAINAGE**

The Sub-Committee received a Report of the City Surveyor concerning the Guildhall yard.

The City Surveyor informed Members that temporary solutions had been implemented to help mitigate flood risk.

A Member queried whether the Corporation's insurance would cover flooding to the Guildhall Art Gallery basement, where much of the Corporation's art collection was stored.

The City Surveyor and the Chamberlain would follow up with the insurance team and update the Sub-Committee in January.

**RESOLVED** – that the Sub-Committee approved the following:



- The City Surveyor to engage a Consultant to carry out a survey and detailed design proposal for the pavements and drainage.
- The City Surveyor to provide detailed options and associated costs by means of a Gateway 3/4 report for members approval.

8. **AWP PROGRESS REPORT Q2 2018/2019**

The Sub-Committee received a Report of the City Surveyor concerning the additional works programme.

A Member queried whether it was appropriate to include “savings” (in the appendix on page 26) when each sum (for City’s Cash, City Fund and Guildhall admin) had yet to be spent.

**RESOLVED** – that Members noted the Report.

9. **CWP PROGRESS REPORT Q2 2018/2019**

The Sub-Committee received a Report of the City Surveyor concerning the cyclical works programme.

**RESOLVED** – that Members noted the Report

10. **MANSION HOUSE EXTERNAL CLEANING AND LIGHTNING**

The Sub-Committee considered a Report of the City Surveyor concerning the Mansion House.

Officers updated Members on the potential cleaning and lighting works at the Mansion House. Conservationists have advised that there is strong evidence that every time Portland stone is cleaned the surface pores open a little more and the building gets dirtier quicker. This results in more frequent cleans leading to expense and ultimately damaging the stone.

A Member asked whether there was any alternative treatment that could be used that would be more sensitive to the stone, they pointed out that given the introduction of the Bank safety scheme, the reduction in air pollution in the area would mean it would be an opportune time to carry out the cleaning soon. The Port Health and Environmental Services Committee were monitoring air pollution levels at Bank junction.

Officers added that it was determined that merging the work at Mansion House with the work at St Lawrence Jewry was impractical so both projects would proceed separately.

Given the original query about the works at the Mansion House was raised at the Court of Common Council in early 2018, the City Surveyor will liaise with the Chairman of the Finance Committee before the December meeting of the Court of Common Council to ensure that the Chairman can provide a full update to Members of the Court.

**RESOLVED** – that Members approved the following:

- Approve option 4, to carry out a full external overhaul of Mansion House, which will ensure that the building is maintained in a good condition with its appearance being greatly lifted and improved. This will bring greater confidence in the condition of the building for the foreseeable future.
- Approve option 5 in addition to option 4, which will provide an upgrade to the existing lighting and improve the appearance of Mansion House.
- Approve a budget of £18,000 to get the project to the next gateway. This includes consultants' fees of £7,500 for option 4 to develop a detailed project programme and update costs accordingly. Consultants' fees of £7,500 for option 5 to develop a new lighting design, and staff costs of £3,000
- Note that the next report, gateway 4 will present an agreed phased programme of works and update costs on the agreed option following full consultation with stakeholders.
- Note that we will engage with City Procurement and present preferred procurement route also to be presented within the gateway 4 which will be submitted for Committee approval.
- Note that the projects team have assessed the possibility of combining this project with St Lawrence Jewry stone cleaning and deemed not feasible as specialist conservation is less likely to yield economies-of-scale savings. The St Lawrence project is also at a later stage in the gateway process and combining projects would also cause delays to this.
- Note that the stonework to Mansion House was examined as part of the conservation management plan in 2015 and observations at that time were that the elevations are in a generally fair condition. Conservationists have advised that there is strong evidence that every time Portland stone is cleaned the surface pores open a little more and the building gets dirtier quicker. This results in more frequent cleans leading to expense and ultimately damaging the stone.

**11. TEMPLE BAR - REPORT SEEKING DELEGATED AUTHORITY**

The Sub-Committee received a Report of the City Surveyor concerning Temple Bar.

Members asked what access to the building the Corporation had throughout the year. Officers responded that in recent years the Corporation had 15 days access annually on a concessionary basis. Members wanted to confirm

whether this could be maintained or even enhanced under the new proposed agreement.

**RESOLVED** - Members asked officers to return to the Sub-Committee with an update on access in January.

12. **RIGHTS OF LIGHT CLAIM PROGRESS - BERNARD MORGAN HOUSE, EC1 (CITY FUND)**

The Sub-Committee received a Report of the City Surveyor concerning Bernard Morgan House.

**RESOLVED** – that Members noted the Report.

13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

There were no questions.

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

There were no urgent items.

15. **EXCLUSION OF THE PUBLIC**

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

16. **NON-PUBLIC MINUTES**

The non-public minutes of the previous meeting held on 5<sup>th</sup> September were approved as an accurate record.

17. **OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS**

The Sub-Committee noted a report of the Town Clerk which provided information of outstanding actions from previous meetings.

18. **OPERATIONAL PROPERTY: CAPITAL PROJECTS 2018/19**

The Sub-Committee received a Report of the Town Clerk concerning the Capital Projects in 2018/19.

19. **OPR OVERALL PROGRAMME UPDATE REPORT**

The Sub-Committee received a Report of the City Surveyor concerning the Operational Property Review.

20. **LETTING OF 2ND - 5TH FLOORS, 78-83 UPPER THAMES ST EC4 (WALBROOK WHARF OFFICES)**

The Sub-Committee considered a Report of the City Surveyor concerning the Walbrook Wharf offices.

21. **HOLLOWAY ESTATE (IAF)**

This Report was withdrawn.

22. **GUILDHALL BUDGET 2019/20 BID**

The Sub-Committee considered a Report of the City Surveyor concerning the Guildhall administration budget.

23. **ACCOMMODATION AND WAYS OF WORKING GATEWAY**

This Report was withdrawn

24. **GUILDHALL EVENT CHAIRS**

The Sub-Committee considered a Report of the City Surveyor concerning the Guildhall event chairs.

25. **GSMD - CAPITAL CAP UPDATE REPORT**

The Sub-Committee received a Report of the Director of Operations and Buildings at the Barbican Centre.

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

There was one question.

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

There was one item of urgent business.

**The meeting ended at 3.45 pm**

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Chairman

**Contact Officer: John Cater**  
**[john.cater@cityoflondon.gov.uk](mailto:john.cater@cityoflondon.gov.uk)**

## Corporate Asset Sub-Committee - Carry Forward Public Actions

Date	Item and Action	Officer responsible	To be completed/ progressed to next stage	Progress update
11 July 2018	<u>1st floor mezzanine offices refurbishment</u> November progress report required.	Dorian Price	January 2018	<p>This project has now been incorporated into the desirable departmental works (Smart Working update report to January CASC) that will be undertaken once the essential relocation works at Walbrook Wharf have been delivered.</p> <p>Verbal update to January CASC.</p>

## Corporate Asset Sub-Committee - Carry Forward Public Actions

5 September 2018	<p><u>Guildhall Complex and Walbrook Wharf Future Major Capital Projects Update Report</u></p> <p>a) The Chairman led a discussion regarding the requirement now for a masterplan to help guide future decision making and prioritisation of projects. Officers confirmed that an updated Report focusing on the creation of such a masterplan would be presented to Members in November.</p> <p>b) Officers confirmed that a Report focusing on the remedial works to repair the roof at Walbrook Wharf would come before Members in November.</p>	Paul Wilkinson/Ola Obadara	Reports will be submitted for the January CASC meeting	<p>Scope for development of masterplan Report to be submitted to CASC in January</p> <p>Report submitted to January CASC meeting</p>
1 November 2018	<p>c) A Member queried whether the Corporation's insurance would cover flooding to the Guildhall Art Gallery basement, where much of the Corporation's art collection was stored.</p> <p>The City Surveyor and the Chamberlain would follow up with the insurance team and update the Sub-Committee in January.</p>			Update at January CASC meeting

## Corporate Asset Sub-Committee - Carry Forward Public Actions

5 September 2018	<p><u>Public Conveniences</u></p> <p>Members commented that it was considerably cheaper to support the community toilet scheme than to run the network of public conveniences across the City.</p> <p>Members highlighted the Chancellor's announcement of ratings relief for owners of public conveniences in the recent Budget. The Chairman asked Paul Friend to look into the implications for the Corporation, he would return to the Sub-Committee in January.</p>	Paul Friend	Update at January meeting	Update at January meeting
1 November 2018	<p><u>Temple Bar Access</u></p> <p>Members asked what access to the building the Corporation had throughout the year. Officers responded that in recent years the Corporation had 15 days access annually on a concessionary basis. Members wanted to confirm whether this could be maintained or even enhanced under the new proposed agreement.</p>	Steven Chandler	Update at January meeting	Update at January meeting

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**Corporate Asset Sub-Committee –Work Programme 2018/2019**

Committee Date	05/09/2018	01/11/2018	30/01/2019	04/04/2019	05/06/2019	11/07/2019
<b>Sustainable Management of the Corporation’s Operational Property Portfolio</b>						
Corporate Property Asset Management Strategy			Asset Management SBR report	New strategy for 2018-23 report	Asset Management SBR update report	
City Surveyor’s Business Plan	Business Plan 2018/19 Q1 outcome report		Business Plan 2018/19 Q2 outcome report  Proposed Draft Business Plan for 2019/2024	Business Plan 2018/19 Q3 outcome report  Proposed Business Plan for 2019/2024		Business Plan 2018/19 Q4 outcome report
City Surveyor’s Risk Register	Risk Register 2018/19 Q1 report		Risk Register 2018/19 Q2 report	Risk Register 2018/19 Q3 report		Risk Register 2018/19 Q4 report
Facilities Management	Corporate FM General update report  Backlog of Cyclical Maintenance for operational property portfolio report  City Surveyor’s Service Based Review (SBR) Target and Realisation			Corporate FM General update report		FM SBR update report
Portfolio management information	Annual report on changes to portfolio  Annual report on third parties and income from portfolio	Proposed major capital projects across operational property portfolio				Annual report on changes to portfolio  Annual report on third parties and income from portfolio
Operational Property Review ( note individual assets will be reported as declared surplus by service committees) and other disposals	Potential disposal report	OPR overall programme update report				
<b>Upkeep, maintenance and furnishing of operational properties not within the remit of another Service Committee.</b>						
	Barbican Centre Capital Cap report	GSMD Capital Cap completion report	AWP Q3 Progress Report 2018/19		AWP Q4 Progress Report 2018/19  CWP Q4 Progress Report 2018/19	
<b>To monitor major capital projects relating to operational assets</b>						

Committee Date	05/09/2018	01/11/2018	30/01/2019	04/04/2019	05/06/2019	11/07/2019
	Guildhall – Great Hall Event Chairs Gateway 3-4 report  20/21 Aldermanbury options – Gateway 3 report  Walbrook Wharf – Electrical infrastructure upgrade – Gateway 1-2  Guildhall Projects update	Guildhall submetering Gateway 3-4 report	Guildhall - Justice rooms switch room damp proofing and relocation of electrical services Gateway 3-4 report  Walbrook Wharf – main depot roof Gateway 3-4 report			
<b>Recommending the annual programme of repair and maintenance works</b>						
	CWP for 2019/20 bid report					
<b>Responsibility for strategies, performance and monitoring initiatives in relation to energy</b>						
	Guildhall – Sub metering Gateway 5 report  Citigen Options Update  CHP Expansion Strategy HNDU Round 8 Application	Energy Performance 2018/19 Q1 report	Energy Performance 2018/19 Q2 report	Energy Performance 2018/19 Q3 report	Energy Performanace 2018/19 Q4 report	Energy Performance 2019/20 Q1 report
<b>Monitoring and advising on bids for Heritage Lottery Funding</b>						
				National Lottery Funding Monitoring report  Heritage at Risk Register Annual Report		

<b>Committee(s):</b> Property Investment Board – For Information Corporate Asset Sub (Finance) Committee – For Information	<b>Date(s):</b> 12 December 2018 30 January 2019
<b>Subject:</b> Business Plan 2018-23 - Quarter 2 2018/19	<b>Public</b>
<b>Report of:</b> The City Surveyor (CS 478/18)	<b>For Information</b>
<b>Report author:</b> John Galvin / Faith Bowman Business Performance and Improvement	

## Summary

This report provides details of progress in quarter 2 (July – September) 2018/19 against the 2018-23 Business Plan, an update on the commercial property market, and a financial statement.

Of the 21 Key Performance Indicators (KPIs) that are being monitored, eleven were assessed as green (on target) and four indicators were assessed as amber (marginally behind target). Five further indicators will be assessed throughout out the year. Energy consumption figures are routinely reported a quarter in arrears and the quarter one figure was also amber.

The amber cases are as follows:

- KPI. 2 Delivery of strategic asset plans – Corporate Property Group (PIB & CASC)**  
Target 100% by end 2018/19  
Slightly behind project milestone targets. Other casework priorities and staff vacancies have delayed the progress of this KPI.
- KPI. 3 Service Based Review (SBR) savings (PIB & CASC)**  
Target £884,000 by end 2018/19  
Anticipated shortfall on savings for security of £150,000 due to a change in the security model.
- KPI. 5 Energy consumption (quarter 1) (CASC)**  
40% reduction on 2008 baseline by 2026 (4% in current year)  
The quarter 1 figure for energy consumption showed a 0.1% reduction.  
Reductions at the Guildhall Complex, Boys' School and Courts partially offset by increases at the Barbican, Freeman's School, Mansion House and GSMD.
- KPI. 7 Property contract performance compliance (CASC)**  
Target 90% achieved 83%  
The underperformance was due to poor performance from our Lift contractor. An action plan has been agreed.
- KPI. 10 Adherence to Budgetary Spend Profiles (PIB & CASC)**  
Quarter 2 profiled target 33% achieved 28%

There have been some programme delays in some capital projects which has negatively impacted this figure.

### **Recommendation**

Members are asked to note the content of this report.

### **Main Report**

#### **Background**

1. In line with the City Corporation's performance management system, this is a quarterly report on the progress made during quarter 2 compared to the 2018-23 Business Plan.

#### **Current Position**

2. This report provides the latest budget information which is set out in Appendix A and performance indicator table in Appendix B. Furthermore, charts that your committee are particularly interested in are included in Appendix C.
3. A separate monitoring report on the risks within our department is also presented at this meeting.

#### **Market Commentary**

4. As the end of the calendar year approaches the UK economy remains resilient. All core sectors are expanding and continue to employ, whilst consumers are benefitting from a sustained recovery in real wages and record levels of employment growth. Retail spending has improved with volumes excluding fuel rising 3.6% in the three months to September on last year, and by 1.4% on the quarter.
5. Central London take-up fell slightly during the quarter with 3.4m sq ft transacted, above the 10-year average of 3.1m sq ft. The technology, media and telecommunications (TMT) sector was the most dominant in the period, leasing 36% of named take-up. The sector has not held the top spot since the same period in 2017, after being toppled by flexible offices, finance and the public sector in the subsequent periods. The pace of flexible office take-up has continued to slow over July – September with the sector taking just 357,000 sq ft. Total space taken by the sector so far this year now totals 1.16 m sq ft, down 5% year-on-year.
6. Availability remained stable at 13.7m sq ft, below the 10-year average of 14.9m sq ft. The Central London vacancy rate remained unchanged at 4.7%. Under offers fell 14% to 3.9m sq ft from an 18-year high in April – June of 4.3m sq ft.
7. The largest development to complete during the quarter was 387,000 sq ft at The Scalpel EC3 of which 181,600 sq ft is available, this is followed by 255,000 sq ft at 1 Southbank Place, SE1. At the end of the quarter, there was 13.9m sq ft of space under construction across Central London. The development pipeline has been

depleted by the high levels of pre-letting activity, with 49% of all space under construction having already been absorbed by the market.

8. Prime rents and rent free periods were unchanged across all Central London markets

## **Financial Statement**

9. The 2018/19 quarter 2 figures reveal that against a latest budget of £30.1m the City Surveyor is forecasting an overspending on local risk of £1.747m (5.8%) at the year end. The most significant reason for this arises from the asset verification process, following the retender of the building repairs and maintenance contract, which has identified an additional £515,000 net of assets to be maintained. This has combined with additional cost pressures on the department arising from extra employee costs, a shortfall in third party income, and on overspending on various budgets in the Guildhall complex, including energy where a 30% increase in the market price (outside the City Surveyor's control) is anticipated from 1<sup>st</sup> October, to produce this forecast overspending.
10. Members should note the overspend on the Guildhall complex also includes an anticipated shortfall on Service Based Review (SBR) savings for security of £150,000 where, due to a change in the security model, this can no longer be achieved.
11. In response to this potential overspending, the City Surveyor has put a plan in place to recover the position by year end. Two bids have been made for extra budget, in respect of the additional assets requiring maintenance (£515k) and the Guildhall Security change of model (£150k). These have been supported by Members and are going through the formal committee approval process. In addition, a detailed examination of the overspend on reactive maintenance has revealed that some of the cost (£302k) can legitimately be met from agreed Additional Works Programme projects, which are outside the local risk budget.
12. Taking these three items into account, the forecast overspending that remains to be tackled for the rest of the year is reduced to a more manageable £780k or 2.5% of net budget and a savings plan has been put in place to bridge the gap. This comprises a recruitment freeze for all but essential posts, deferment of some lower priority cyclical works projects to 2019/20, intelligent use of the Guildhall building management system to reduce energy consumption, and further income generation. Prompt action on these areas now should mean the outturn is brought within budget at year end.
13. On a more positive note, rental income, which is budgeted under central risk, is forecast to be £5.7m higher than the Original Budget for 2018/19 (based on September 2018 Rental Forecast).

## **Overall Progress**

14. Over the course of the last three months, the Corporate Property Advice Team (CPAT) won two prestigious awards.

15. The team won the Best Connected City award at the recent Wireless Broadband Alliance (WBA) Industry Awards. The awards honour the exceptional progress made in wireless networks, smart cities and remote wireless deployments among operators and technology vendors worldwide.

CPAT helped with the design, roll-out and management of the City's new wireless network. The project involved the building of 4G mobile “small cells”, which are housed on City street furniture such as lampposts, street signs, buildings and CCTV columns to provide enhanced mobile coverage at street level. The project will help ensure that the City is best placed to become an early adopter of 5G which is widely expected to become available in 2020.

16. The team, alongside the Remembrancer's Office, also won the Independent Networks Co-operative Association (INCA) Conference Best Public Sector Impact Award. This was in recognition of the work to develop the Standardised Wayleave Toolkit. The toolkit is used to expedite the time taken to install broadband services across the UK. The toolkit is now the industry norm and will be promoted as part of Government best practice by the Department of Culture, Media and Sport.

17. A RAG status is used to summarise the progress of the performance indicators on a quarterly basis. The table below provides an ‘at a glance’ status report for the City Surveyor's KPIs at the end of quarter 2.

Status <sup>1</sup>	Green	Amber	Red	TBC	N/A
Corporate Asset Sub Committee	9	4	0	1	3
Property Investment Board	9	3	0	0	5
Overall <sup>2</sup>	11	4	0	1	5

18. Of the 21 Key Performance Indicators (KPIs) that are being monitored, eleven were assessed as green (on target) and four indicators were assessed as amber (marginally behind target). Five further indicators will be assessed throughout the year. Energy consumption figures are routinely reported a quarter in arrears and the quarter one figure was also amber.

19. The amber cases are as follows;

- KPI. 2 Delivery of strategic asset plans – Corporate Property Group (PIB & CASC)  
Target 100% by end 2018/19

The objective is to analyse Corporate Asset Strategies to make sure that they are up to date and fit for purpose with a report to CASC on phase 2 by March 2019.

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<sup>1</sup> Red = High Risk of Failure or Not Achieved; Amber = Some Concern; Green = On Target or Achieved.

<sup>2</sup> Some KPIs relate to both PIB and CASC. Therefore, row indicating KPIs overall is not a total of the PIB and CASC rows.

At present other casework priorities and staff vacancies are delaying progress. The Asset Management SBR and the support of major transformation programmes is key focus within the department at present.

The recruitment of one surveyor is in progress.

- KPI. 3 Service Based Review (SBR) savings (PIB & CASC)  
Target £884,000 by end 2018/19

There is an anticipated shortfall on savings for security of £150,000 due to a change in the security model. A bid has been made with respect to this shortfall and is currently in the Committee process.

- KPI. 5 Energy consumption (Quarter 1) (CASC)  
40% reduction on 2008 baseline by 2026 (4% in current year)

The quarter 1 figure for energy consumption showed a 0.1% reduction. Reductions at the Guildhall Complex, Boys' School and Courts partially offset by increases at the Barbican, Freeman's School, Mansion House and GSMD.

The reductions at the Guildhall Complex have been a result of improvements to control systems and maintenance down times (steam generators) and control set points and time schedulers (heat). Increases at the Freeman's School was due to the new swimming pool, whilst those at the Barbican were due to issues around control settings following a very cold March. Mansion House had increased occupancy and the GSMD are investigating increased energy use by the Sundial gas boilers.

Members are to note that the definition of this measure has been updated to read 'energy consumption' rather than 'energy efficiency'. The second of these items is reported annually to Corporate Asset Sub Committee as part of the Energy Team's annual statement and reflects changes to the asset base and occupancy.

- KPI. 7 Property contract performance compliance (CASC)  
Target 90% achieved 83%

The objective is to manage contractor's Service Level Agreements and KPIs to ensure that at least 90% of the performance measures comply with contractual commitments.

The quarterly result primarily reflects the poor performance from our lift contractor. Performance review meetings have taken place at Director level and an action plan has been agreed. Additional service failures have been experienced in respect of security at the Barbican and a rectification plan is in place. There are early signs of improvement in both areas.

- KPI. 10 Adherence to Budgetary Spend Profiles (PIB & CASC)  
Quarter 2 profiled target 33% achieved 28%

The objective is to ensure an outturn within a tolerance of 95% and 105% compared to budget forecasts. This measure includes both capital and revenue spend, Additional and Cyclical Works Programmes (AWP and CWP)..For the first six months of the year, the profile is to meet 33% of the year end forecast spend. The current figures show 28% attainment. There have been some programme delays in some capital projects which has impacted the overall figure.

## **Conclusion**

20. This report provides an update at quarter 2 against the department's Business Plan KPIs. Performance is positive overall, with action in place to manage those items falling behind target.

## **Appendices**

- Appendix A – Budget Monitoring Statement
- Appendix B – Key Performance Indicator Table
- Appendix C – Headline Performance Charts

## **Background Papers**

The City Surveyor – Business Plan Progress Report Quarter One (CS 368/18)

The City Surveyor – Risk Report Quarter Two (CS 479/18)

**John Galvin**

**Faith Bowman**

Business Performance and Improvement

T: 020 7332 3269

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



<b>Committee(s):</b> Property Investment Board – For information Corporate Asset Sub (Finance) Committee – For information	<b>Date(s):</b> 12 December 2018 30 January 2019
<b>Subject:</b> City Surveyor's Departmental Risk Register Update (Quarter Two update)	<b>Public</b>
<b>Report of:</b> The City Surveyor (CS 479/18)	<b>For Information</b>
<b>Report author:</b> Faith Bowman / John Galvin City Surveyor's Department	

## Summary

This report has been produced to provide your Committee with a quarterly update on the management of risks within the City Surveyor's Department. This report has been updated slightly from that presented at Property Investment Board (PIB) on 12 December.

Currently the department has zero red risks, five amber risks and one green risk on its Departmental Risk Register (Appendix 1). Since the last report to this Committee, the key changes to the departmental risks are as follows:

- SUR SMT 002 – Not maximising operational property performance – This risk has been split into two. One of these risks, focussing on repairs and maintenance at Guildhall and the Walbrook Wharf, will be retained on the Departmental Risk Register, whilst the second, focussing on our other sites, will be managed at a group level.
- SUR SMT 003 – Inadequate maintenance funding provided by ring-fenced property occupying departments – This risk has been removed from the Departmental Risk Register and will now be monitored at a group level.
- SUR SMT 010 – Unable to meet the Carbon Descent Plan for 2026 – this risk has been elevated from the group level to be tracked at the departmental level.

The City Surveyor's Department also manages the repairs and maintenance risks associated with the City Bridges. This register (Appendix 2) notes the three red risks, which are:

- SUR CB 003 – City Bridges: Substantial Vessel Strike -  
Current risk score 16 (Red)
- SUR CB 006 – City Bridges: Wanton Damage / Terrorism  
Current risk score 16 (Red)
- SUR CB 007 – City Bridges: Tunnelling for the Thames Tideway Tunnel  
Current risk score 16 (Red)

## **Recommendation(s)**

Members are asked to:

- Note the report, and the actions taken within the City Surveyor's Department to effectively monitor and manage 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 the key risks faced in their department. The Property Investment Board (PIB) and Corporate Asset Sub (Finance) Committee (CAsC) has determined that they will receive the City Surveyor's risk register on a quarterly basis.
2. For this report we have separated the overall Departmental Risk Register and the key risks relating to the City Bridges.

### **Current Position**

3. The City Surveyor's risks are managed through a hierarchy of three levels. These are Corporate Risks, Departmental Risks, and Group Risks. Currently the department does not have any risks on the Corporate Risk Register.
4. Both Departmental and Group Risks are reviewed regularly. This includes consideration of emerging risks or any change in risk score. Key changes to the Departmental level risks have been noted below.
5. The City Surveyor's Departmental Risk Register currently contains zero red risks, five amber risks and one green risk. The details of each of these are included in Appendix 1.
6. The department also manages the repairs and maintenance risks associated with the City Bridges, of which there are currently three red risks. The details for these risks are included in Appendix 2. The three red risks relating to the City Bridges are as follows:
  - SUR CB 003 – City Bridges: Substantial Vessel Strike  
Current risk score 16 (Red)
  - SUR CB 006 – City Bridges: Wanton Damage / Terrorism  
Current risk score 16 (Red)
  - SUR CB 007 – City Bridges: Tunnelling for the Thames Tideway Tunnel  
Current risk score 16 (Red)

## Changes since last review

7. The key changes since the last review was presented to Committee in September (CS 353/18) are as follows:

- A. SUR SMT 002 – Not maximising operational property performance – This risk has been split into two. One of these risks will be retained at the Departmental level and is focussing on property performance at both Guildhall and Walbrook Wharf. These are the sites where budget pressures are being felt most acutely, and potentially have the largest consequential impact on our property performance. The other risk will pick up the remaining operational properties, and this risk will be managed at the Group level.
- B. SUR SMT 003 – Inadequate maintenance funding provided by ring-fenced property occupying departments – This risk was assessed and has been moved onto the Operations Group Risk Register to be monitored at this level. It was felt that, due to the controls in place, the quantum of financial risk was not such that it required management at the Departmental level.
- C. SUR SMT 010 – Unable to meet the Carbon Descent Plan 2026 – This risk has been elevated from the group level to the Departmental Risk Register. The risk reflects the current position relating to attaining the Carbon Descent Plan targets, and that several required capital programmes have yet to have their funding agreed.
- D. City Bridge Risks – The City Bridge Trust and Bridge House Estates are undertaking a governance review through an officer Task and Finish Group. This will also consider the appropriate location for risk ownership. In the interim this department continues to work with the Department of the Built Environment to improve our management of these risks, although the risk score with regards to these risks has not changed at this time.
- E. Risk Management Dashboards – The City Surveyor's Department has been working with the Town Clerk's Department on the development of a Risk Management dashboard. The dashboard will offer managers a new way of assessing their risks and aid their insight into risk performance. The City Surveyor's Department has been keen to deploy this technology as a pilot department. This cross-departmental project is co-sponsored by the Town Clerk and the City Surveyor.

## Conclusion

8. Members are asked to note the recent changes to the Departmental Risk Register. The department continues to ensure that it manages its risks in line with best practice as described within the City Corporation's Risk Management Framework.

## Appendices

- Appendix 1 – City Surveyor's Departmental Risk Register
- Appendix 2 – City Bridge top risks

**Background Papers**

- The City Surveyor – September Update (CS 353/18)

**John Galvin****Faith Bowman**

Business Performance and Improvement

T: 020 7332 3269

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

# Agenda Item 8

<b>Committee:</b>	<b>Dated:</b>
Corporate Asset Sub (Finance)	30 January 2019
<b>Subject:</b> 2018/19 Q2 Energy Performance Update	<b>Public</b>
<b>Report of:</b> The City Surveyor	<b>For Decision</b>
<b>Report author:</b> James Rooke, Corporate Energy Manager	

## Summary

This report presents the 2018/19 Q2 results of the energy consumption for CoL operational sites and an update on the annual trend to meet the energy reduction targets set out in the Corporation's Carbon Descent Plan.

The 12 months' performance estimate up to and including 2018/19 Q2 indicates a 15.2% reduction in weather corrected consumption when compared to the 2008/09 baseline.

The 2018/19 Q2 results show an overall weather corrected **decrease of 1.8%** compared to 2017/18. Energy saving initiatives at the Guildhall Complex, Central Criminal Court, and New Spitalfields Market have been the main drivers behind energy consumption reductions, whilst the energy consumption has increased at Smithfield Market, GSMD Milton Court, Bishopsgate Police Station and, in particular, CoL Freemans School where a new pool has been installed.

A reduction of 3.8% in 2018/19 is required to maintain the target reduction trajectory indicating that the 1.8% achieved in Q2 is close to meeting this target.

The report also provides an update on energy projects progress which identifies a savings potential of £1.5m annual savings.

## Recommendation

- a) It is recommended that a new method comparing the performance of the top 30 highest consuming sites is adopted for the next report. The new method would cover 98% of the Operational Portfolio's energy consumption and result in a more focused approach to energy consumption reduction measurement and targeting. The proposed format of the reporting is presented below in Table 2. Performance comparison: 2018/19 Q2 with 2017/18.
- b) It is further recommended to move to only reporting on Half Hourly data for electricity and gas sites that already are or shortly will be AMR capable. Benefits from this approach:
  - More accurate data
  - Reduced data lag
  - Reduced administrative effort which could be re-focussed on reduction initiatives

## Main Report

### Performance update

1.1 The weather corrected energy consumption for Oct-17 to Sep-18 was 1.8% lower than the consumption over Apr-17 to Mar-18, as presented in Table 1 below.

Table 1. Performance comparison: 2018/19 Q2 with 2017/18

Department	Base Year: Apr-17 to Mar-18	Report Year: Oct-17 to Sep-18	Diff. kWh	Diff. %
Courts	8,743,215	8,093,528	-649,687	-7.4%
GHC	19,724,647	18,450,617	-1,274,030	-6.5%
CoL Boys	3,282,383	3,126,438	-155,945	-4.8%
OS	8,320,479	8,080,622	-239,857	-2.9%
DBE	6,094,863	5,945,968	-148,895	-2.4%
CoL Girls	2,208,074	2,167,275	-40,799	-1.9%
M&CP	29,965,774	29,594,069	-371,704	-1.2%
BAC	17,462,811	17,342,639	-120,172	-0.7%
Police	6,204,139	6,196,617	-7,522	-0.1%
TC	1,425,621	1,451,566	25,945	1.8%
GSMD	7,413,756	7,605,482	191,725	2.6%
Mansion House	2,189,797	2,279,551	89,754	4.1%
Walbrook Wharf	1,920,594	2,025,663	105,069	5.5%
CoL Freeman's	4,331,107	4,798,495	467,388	10.8%
City Surveyor's	27,754	38,733	10,979	39.6%
<b>Grand Total</b>	<b>119,315,014</b>	<b>117,197,263</b>	<b>-2,117,751</b>	<b>-1.8%</b>

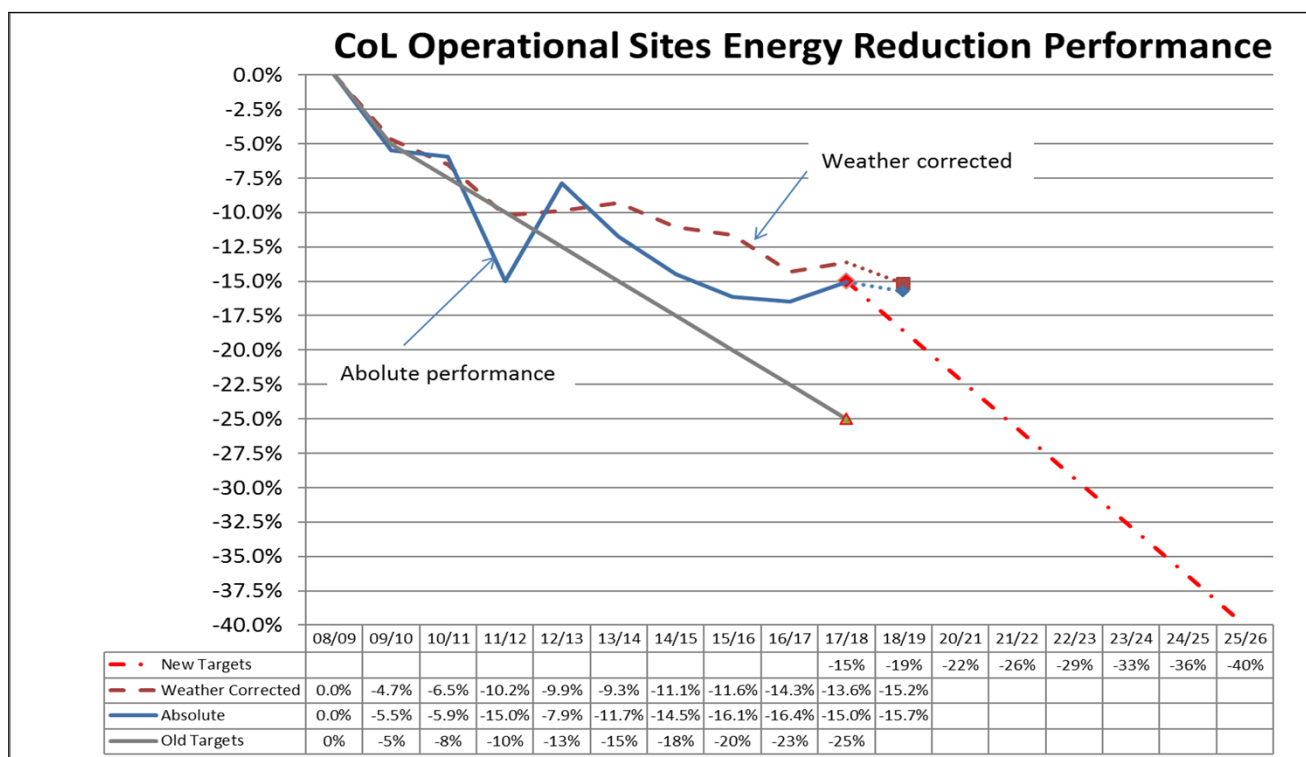
\*includes tenant's consumption, see Appendix B for tenant/landlord breakdown.

- 1.2 **Courts:** Central Criminal Court oil consumption for the old boilers providing heating and humidification has significantly reduced due to site FM operating a more efficient boiler management approach during times of low demand. Electricity for CCC also reduced, likely related to the more efficient new ventilation plant being phased in.
- 1.3 **GHC:** Actions taken to limit unnecessary summer time humidification resulted in a 25% reduction in gas for steam generation. Control improvements have also resulted in a ~6% reduction in Citigen heat consumption and lower electricity consumption related to the West Wing ventilation plant. There is continued reductions for the Old Justice Rooms, related to equipment decanting and improvements to the chillers operation.
- 1.4 **CoL Boys:** Gas consumption reduced following the installation of new gas boilers.
- 1.5 **OS:** Tower Bridge gas consumption reduced, likely related to the new gas boilers. Electricity consumption was also lower over the summer period, which may relate to changes in occupancy patterns or events/functions. The C&C saw lower gas consumption for the new crematorium, probably related to reduced service demand. This was partly offset by higher gas consumption for the Church probably related to heating control issues. Electricity reductions were seen at The Warren Offices and Harrow Road, related to the installed solar PV.
- 1.6 **DBE:** Street Lighting electricity consumption reduced due to upgrades to LED with smart controls. This was partly offset by an increase in electricity consumption at UTST due to an ongoing maintenance fault with the lighting.
- 1.7 **CoL Girls:** There were a number of small increases and decreases in energy consumption across the City of London School for Girls. The data indicates space heating to the pool hall was off over the summer period, this should be checked to ensure condensation does not

occur. One electricity supply shows an ongoing trend of higher electricity consumption since late 2017; this should be investigated further.

- 1.8 **M&CP:** Significant reductions in electricity consumption at New Spitalfields Market were supported by moderate ongoing reductions in electricity consumption for Billingsgate Market. In addition, HARC saw gas reductions related to improved heating control. This was partly offset by increased heat consumption at Smithfields relating to heating system issues, and increased electricity consumption relating to the P&G Market.
- 1.9 **BAC:** The data indicates an improvement in the cooling consumption efficiency, but this is probably a return to more normal performance following elevated levels over 2017 as a result of a temporary art exhibition. This was offset by an increase in electricity consumption for Exhibition Hall 1 which has increased significantly since Jun-18. This relates to issues with the old control systems being ineffective. Electricity consumption also reduced for the Theatre, possibly due to changes in event usage.
- 1.10 **CoL Police:** WSPS and Snowhill PS electricity consumption continues to gradually fall, as it has over the last few years. Meanwhile, Bishopsgate energy consumption has been increasing. These changes are related to accommodation and occupancy changes and will continue into 2019.
- 1.11 **TC:** LMA's gas consumption was marginally higher.
- 1.12 **GSMD:** GSMD Silk Street Citigen heat consumption increased and the data shows a higher constant base load, this is partly due to pressure from school management for higher temperatures and extended heating times in reaction to student satisfaction. There was also a small increase in general electricity and indicated higher peak and base loads, probably related to equipment being left on unnecessarily. Milton Court electricity consumption continues on an increasing trend which started in late 2017. Sundial Court gas consumption related to the back-up heating boilers has been higher than normal since the resolution of the Citigen supply disruption - this should be investigated by the site.
- 1.13 **MH:** Electricity increase significantly over July and August, likely related to maintenance issues preventing correct control of the chiller plant. Increased gas consumption may be relating to increased event usage and hot water but may also relate to a control issue the site is trying to resolve with the boilers and ventilation systems. Reduced catering gas consumption likely related to usage/events
- 1.14 **WW:** The increases relate to the Amey demise where electricity has been significantly higher. This may relate to the provision of temporary electric heaters due to the failure of the gas heating system. Gas consumption for the Amey demise was also higher in August-18.
- 1.15 **Freemen's:** The new swimming pool is the main reason for the significant increase in energy consumption at City of London Freeman's School. There was an increase in summer gas consumption, probably related to hot water demands. There was a notable reduction in electricity consumption for the Sports Hall, likely partly relate to the installation of Solar PV.

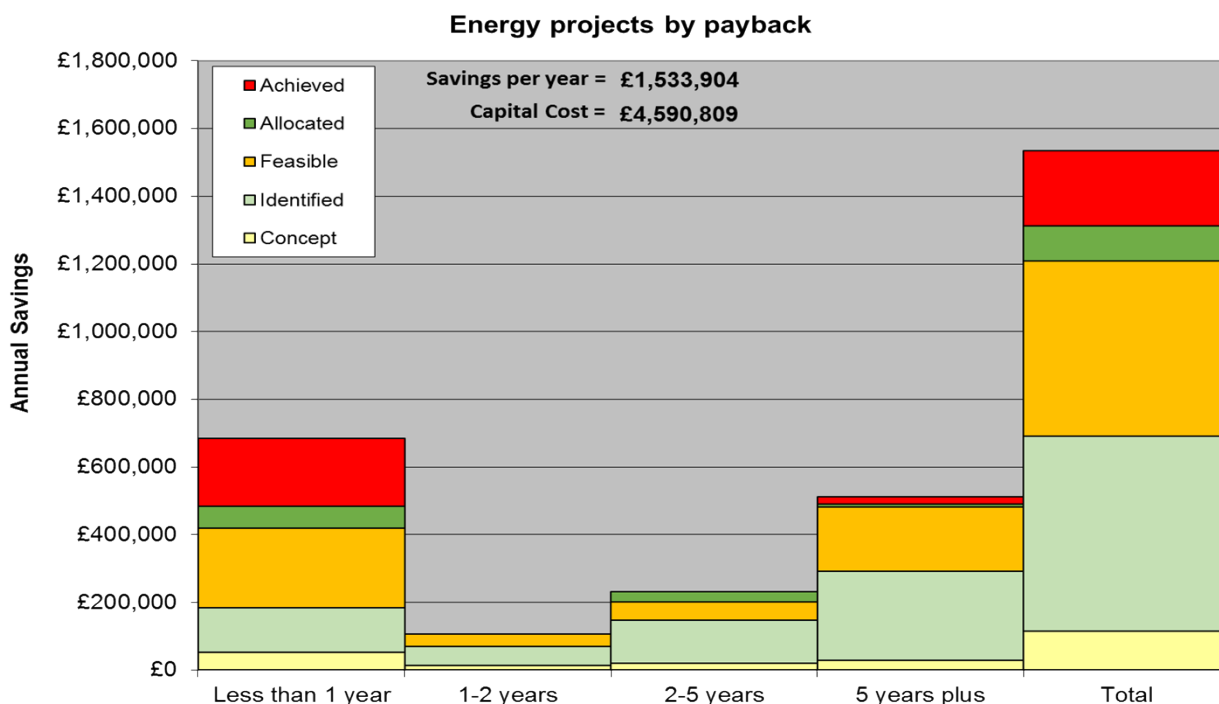
Chart 1. Overall performance change from the 2008/09 base year



## Projects update

1.16 To sustain the continued trajectory of energy savings, investment in both capital and resources is being pursued through the gateway process. A summary dashboard is provided below in chart 2 below\*. We anticipate that the first tranche of projects will be submitted via the gateway process in March 2019 with a value of circa £1m.

Chart 2. Energy projects dashboard



\*note this includes approximately £200k low cost initiatives already achieved.



## Conclusion

- 2.1 The Q2 results show an overall decrease of 1.8% in weather corrected energy consumption compared to Q2 2017/18.

**What this means:** For CoL to achieve a 40% reduction by 2025/26 from Q2 2018 performance a further 24.8% reduction is required. This equates to a linear reduction target of 3.8% per year (over remaining 6.5 years).

As the present 1.8% reduction relates to a 6-month period (Q1 & Q2 2018) this indicates a projected annualised decrease of 3.6% for 2018/19. This suggests that CoL are at present close to achieving the 3.8% target for the year if savings continue at current levels.

It will be necessary to invest further in capital and resources to maintain the desired savings trajectory. This is discussed in the projects update section above.

**Table 2. Performance comparison: 2018/19 Q2 with 2017/18**

Site	2017/18	2018/19 Q2	Diff. kWh	Diff. %
Guildhall Complex	19,724,647	18,450,617	-1,274,030	-6.5%
London Central Market (Smithfield)	18,065,158	18,230,978	165,819	0.9%
Barbican Arts Centre	17,462,811	17,342,639	-120,172	-0.7%
Central Criminal Court	8,508,787	7,876,241	-632,546	-7.4%
New Spitalfields Market (Landlords)	7,371,260	6,989,674	-381,586	-5.2%
City of London Freeman's School	4,331,107	4,798,495	467,388	10.8%
Streetlighting	3,873,631	3,677,211	-196,420	-5.1%
GSMD - Milton Court	3,486,020	3,615,133	129,113	3.7%
Bishopsgate Police Station	3,450,449	3,566,630	116,180	3.4%
Billingsgate Market	3,532,006	3,506,715	-25,291	-0.7%
City of London Crematorium	3,219,259	3,186,159	-33,100	-1.0%
City of London School	3,226,939	3,088,495	-138,444	-4.3%
Mansion House	2,189,797	2,279,551	89,754	4.1%
GSMD	2,229,534	2,264,611	35,077	1.6%
City of London School For Girls	2,208,074	2,167,275	-40,799	-1.8%
Walbrook Wharf Cleansing Depot	1,920,594	2,025,663	105,069	5.5%
Tower Bridge	1,862,501	1,732,900	-129,601	-7.0%
GSMD - Sundial Court	1,698,202	1,725,737	27,535	1.6%
Wood Street Police Station	1,706,546	1,670,024	-36,522	-2.1%
London Metropolitan Archives	1,381,826	1,407,798	25,972	1.9%
Snowhill Police Station	988,661	903,263	-85,398	-8.6%
Animal Reception Centre	880,726	745,024	-135,702	-15.4%
Open Spaces Hampstead Heath Leisure	703,225	698,384	-4,841	-0.7%
Open Spaces Epping Forest	661,946	656,763	-5,182	-0.8%
Tower Hill Coach & Car Park	497,707	535,514	37,807	7.6%
Open Spaces Golders Hill & Extension	430,468	363,961	-66,507	-15.4%
Upper Thames Street Tunnel Lighting	260,690	288,660	27,970	10.7%
Open Spaces Parliament Hill	287,167	276,998	-10,170	-3.5%
Minories Car Park	239,952	252,274	12,322	5.1%
London Wall Car Park	215,808	221,797	5,989	2.8%
<b>Total</b>	<b>116,615,502</b>	<b>114,545,186</b>	<b>-2,070,316</b>	<b>-1.8%</b>

**James Rooke**

Corporate Energy Manager

City Surveyor's Department

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

<b>Committee(s)</b>	<b>Dated:</b>
Corporate Asset Sub (Finance)	30 January 2019
<b>Subject:</b> Rights of Light Claim Progress - Bernard Morgan House, EC1 (City Fund)	<b>Public</b>
<b>Report of:</b> City Surveyor (CS.557/18)	<b>For Information</b>
<b>Report author:</b> <b>Fiona McKeith</b>	

## Summary

Planning consent (16/00590/FULL) has been granted for the development of 99 apartments at Bernard Morgan House, EC1 (BMH) in a new building ranging from 4 to 10 storeys in height.

City of London Corporation (COL) owns several properties in the vicinity of BMH and has appointed Anstey Horne to deal with specialist compensation advice where rights of light to those properties and our interests may be infringed by the development.

In the Development Agreement with the developer Taylor Wimpey, the COL agreed not to injunct the scheme as part of the negotiation, but to limit COL's claim to compensation for any affected property it owns neighbouring or adjoining BMH. See Appendix 1.

Taylor Wimpey's appointed Right of Light surveyors, Point 2 Surveyors Limited (P2S), provided its technical assessment of loss of light to Bowater House in June 2018. Anstey Horne's opinion of the assessment was that there were a small number of inaccuracies. P2S have recently revised their assessment and Anstey Horne are currently reviewing the updated information. However, Anstey Horne have yet to be sent P2S's assessment of the other neighbouring properties in COL ownership. Taylor Wimpey have indicated that this information exists, therefore the expectation is that it will be shared shortly.

Dentons, the developer's solicitor, provided a note of 3 December 2018 contending that the City does not benefit from any rights of light because it owns the freehold of both the Bernard Morgan House site and the adjacent COL properties.

The Comptroller and the City Solicitor has contested this position in a reply to Dentons on 11 December, providing an explanation as to why it doesn't consider this '*unity of seisin*' principle applies in this particular case. A response is awaited.

The Comptroller and City Solicitor has confirmed that COL cannot claim or act on behalf of long leasehold tenants or social renting tenants with respect to making any loss of light claims; it can only claim on its own behalf as freeholder and will not provide Taylor Wimpey with any warranties in respect of the claims of any third parties.

While COL could instruct Anstey Horne to fully survey the other adjacent properties, Anstey Horne advise that the cost may outweigh any additional claim. They point out that it is very likely that P2S have already undertaken such an assessment, as recently indicated by Taylor Wimpey, therefore it would be better to wait for this to be provided from that source. They also advise that given the above, it is unlikely that Taylor Wimpey would agree to contribute to these additional costs.

### **Recommendation**

Members are asked to note the present position and that the COL's compensation in respect of all Rights of Light issues will be finalised that the Scheme of Delegations to Officers.

### **Appendices**

- Appendix 1 – Surrounding Ownership Plan – Bernard Morgan House

### **Background Papers:**

- Report of the City Surveyor - Sale of Bernard Morgan House, 43 Golden Lane, London EC1Y 0RS (20 May 2015)
- Planning Consent; 16/00590/FULL.

Fiona McKeith  
City Surveyor's Department  
T: 020 7332 3897  
E: [fiona.mckeith@cityoflondon.gov.uk](mailto:fiona.mckeith@cityoflondon.gov.uk)

**Key**

- CITY FUND FH PROPERTY
- CITY FUND LH PROPERTY
- CITY'S ESTATE FH PROPERTY
- CITY'S ESTATE LH LAND

**Bernard Morgan House area  
City of London  
Land & Property Interests**

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**BOWATER HOUSE**

**BERNARD MORGAN HOUSE**

**BRETON HOUSE**

**CUTHBERT HARROWING HOUSE**

**TUDOR ROSE COURT**

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<b>Committee(s):</b>  Barbican Residents Committee Car Park Working Party – For Information Planning & Transportation Committee – For Decision Markets Committee – For Decision Corporate Asset Sub Committee – For Information	<b>Date(s):</b>  TBC  29 January 2019 30 January 2019 30 January 2019
<b>Subject:</b> Public Car Parks Update	<b>Public</b>
<b>Report of:</b> Director of the Built Environment	<b>For Decision</b>  <u><b>Corporate Asset Sub Committee</b></u> <u><b>For Information</b></u>
<b>Report author:</b> Ian Hughes, Assistant Director (Highways), DBE	

## Summary

This report updates Members on the short, medium and long-term strategies approved in the last major report on public off-street car parking in November 2016.

Since that report, the financial position of the car parks has improved following the first of two agreed tariff increases, and the responsible departments have worked more closely together through a joint steering group to co-operate and harmonise their respective approaches to managing these facilities.

In terms of this report, there are three major issues of note:

- The second of two agreed tariff increases will be implemented in April 2019;
- A significant review of fire safety and roles & responsibilities has resulted in a series of safety-related works within the car parks. Further reinvestment is still required over & above standard cyclical works programme budgets as part of a series of revised Life Care Plans, with the additional revenue generated from the tariff increase helping to fund these works.
- There is a significant difference in rate between residential season ticket tariffs at the Barbican Estate car park and the City's public car parks. It is proposed to harmonise these tariffs over the long term, but with the option to offer a discount for zero emission capable vehicles in the public car parks.

## Recommendation(s)

**Planning & Transportation Committee** (in relation to Baynard House, London Wall, Minories and Tower Hill car parks) and **Markets Committee** (in relation to Smithfield car park) are asked to:

- Note that the second phase of the hourly tariff increase (previously agreed by your Committee) will take place in April 2019;

- For non-zero-emission capable vehicles, agree to introduce a three-year phased increase in residential season tickets to align them with the rate per m<sup>2</sup> (currently £335 per quarter).

**Markets Committee** (in relation to Smithfield car park) are asked to:

- Amend the overnight parking rate so that it applies seven days a week.

## **Main Report**

### **Background**

1. The Department of the Built Environment (DBE) manages five public car parks on behalf of the Planning & Transportation and Markets Committees, namely:
  - Baynard House, Queen Victoria St (P&T)
  - London Wall (P&T)
  - Minories (P&T)
  - Tower Hill coach & car park (P&T)
  - Smithfield (Markets)
2. Roles & responsibilities for managing and maintaining these car parks are split between DBE, Markets & the City Surveyors, and are set out in more detail in **Appendix 4**. There are also City Corporation car parks operated in the Square Mile by the Barbican Centre and Barbican Estate, and a location plan for all these facilities is shown in **Appendix 5**.
3. The last major report on the City's car park operation was in November 2016, with the key aspects being noted as:
  - Usage of the City's car parks had changed over time, with traditional commuter parking declining but other uses such as motorcycle parking and the night-time economy becoming more prevalent;
  - Many of these new uses did not generate sufficient revenue to meet their proportionate costs, so that only Minories car park consistently operated at a profit;
  - It had been over ten years since the last tariff review, so the City's tariffs were generally much lower than those of our competitors.
4. As a result, a series of short, medium and long-term strategies were approved to address these and other issues. Taken together, they were intended to ensure the City's car parks were operated in a way that reflected:
  - The City's long-term transport, parking and air quality policies;
  - The City's current financial considerations, maintenance responsibilities and property management opportunities;
  - The needs of the public, whether business, resident or visitor.



5. In particular, it was proposed to find ways to ensure DBE, Markets & Consumer Protection, the City Surveyor's, the Chamberlain's, the Barbican Estate and the Barbican Centre worked more closely together to understand the interdependencies of different aspects of the operation, driving a more integrated approach to the service. It was expected this would also facilitate a wider review of how off-street parking fitted into the future planning & transportation context, from electric vehicles and consolidation centres to congestion reduction and air quality.

### **Current Position, including Options**

6. A summary of the short, medium and long-term actions agreed in 2016 are set out in the table below:

<b>Timescale</b>	<b>Action</b>
Short Term	<ul style="list-style-type: none"> <li>• Maintain the car parks as fit for purpose facilities, including a review of the cyclical works programme</li> <li>• Adopt a two-step strategy for adjusting the tariffs, with step one likely around June 2017</li> <li>• Upgrade &amp; increase electric vehicle charging infrastructure</li> </ul>
Medium Term	<ul style="list-style-type: none"> <li>• Complete long-term Life Care Plans for each car park</li> <li>• Monitor the results of the tariff increase, helped by better data from new barrier equipment</li> <li>• Consider better promotion &amp; alternative uses of the car parks such as consolidation centres</li> <li>• Review motorcycle provision</li> <li>• Facilitate the needs of the City Police at London Wall</li> <li>• Continue to benchmark tariffs against competitors</li> </ul>
Long Term	<ul style="list-style-type: none"> <li>• Monitor the structure at Minories car park</li> <li>• Review the long-term role of off-street car parking in the future revised Local Plan and Transport Strategy</li> <li>• Consider development opportunities in light of this long-term approach</li> <li>• Summarise and bring back future reviews to Members as appropriate.</li> </ul>

7. Since that report, significant progress has been made on these actions, albeit with London Wall now descoped from the Police accommodation project. The following paragraphs summarise that progress & next steps in four key areas:
  - Fire safety;
  - Parking tariffs;
  - Parking policy;
  - Development planning.

### **Fire safety**

8. Members will clearly be aware of the implications of the Grenfell Tower fire, with local authorities across the country reviewing their premises to ensure they are

fundamentally safe and that fire precautions are fit for purpose. The City's public car parks have been no different, and an overall review of fire safety has been carried out, resulting in a general raised awareness of fire safety issues, a review of policies & procedures, and a number of minor safety-related works being expedited.

9. However, Members may not be aware of a major fire on New Year's Eve 2017 at the King's Dock car park next to the Echo Arena in Liverpool. Although no-one was injured, the fire destroyed over 1,000 cars and the car park itself may now have to be demolished. That car park met current building regulations, but the implications of a fire spreading rapidly from vehicle to vehicle & floor to floor, accelerated by the failure of plastic fuels tanks, re-emphasised the need for effective sprinkler systems, ventilation and fire management procedures to underpin an integrated risk management plan.
10. Given these incidents and the interdependencies between different City departments responsible for various aspects of the car park function, it is critical that DBE, City Surveyors, Markets and their respective contractors work closely together to ensure the safety of staff and the public. To that end, a review is well underway to ensure that roles & responsibilities are fully understood, procedures are followed and that safety-critical work is identified and delivered.
11. To that end, the City Surveyor and District Surveyor (for building control purposes) recently undertook a further fire safety review, taking on board the findings from the Merseyside Fire & Rescue Service in relation to the King's Dock fire. This highlighted a further set of safety works without which safety risks could escalate in the medium term to impact the safety of each car park as a functioning facility.
12. Each car park has different requirements, but these items include new safety signage, vent system refurbishment, fire alarm replacement, sprinkler system upgrades and emergency lighting. This will require the respective car park Life Care Plans, the City Surveyor's cyclical work programme and the 20 Year Plan to be updated, prioritised and funding confirmed for each item. At present it is anticipated that the upcoming tariff increases (see below) will provide additional income to help fund this work with any shortfall met from the City's On-Street Parking Account (subject to the necessary Gateway and resource allocation approvals).

## **Tariffs**

### **Net Profitability**

13. Over most of the last ten years, the City's public car parks have operated at an increasing loss funded by the On-Street Parking account. This has been caused by several related trends including the fall in demand for commuter parking, increased usage by residents & motorcycles (who park at discounted or free rates) and the introduction of the London Living Wage for car park attendants.

14. In this context, the previous 2016 report highlighted the lack of a justification for having three different hourly rates across five public car parks, and that these rates (between £2 and £3 per hour) were well below the market rate (**see Appendix 3**). The report therefore recommended a two-step approach, firstly harmonising the various rates at £3 per hour, then increasing that new single rate to £3.50 per hour (**see Appendix 2**).
15. This change was felt justified because it would involve:
- Simplification & closing the gap with our competitors;
  - Reducing the financial loss made by the car parks;
  - Reinforcing the City's policy of discouraging commuting by car
16. In addition, using a two-step approach would allow time to assess the impact of the first increase before introducing the second change.
17. The first tariff change was subsequently implemented in July 2017, and as a result, the financial position of DBE's four car parks has markedly improved. In the first full year since the increase, DBE's four car parks are budgeted to operate at an overall surplus of £189k for 2018/19 compared to a loss of £495k in 2016/17 (**see Appendix 1**). However, only Minorities remains significantly in profit, and with the need to invest in further fire safety works and the City's tariffs still well below our competitors, the second planned tariff increase remains fully justified.

#### Residential season ticket rates

18. As noted in the 2016 report, season tickets rates for residents in the City's public car parks had not changed for over 15 years. In that time, the cost base of the car parks had changed completely, and it was argued that residents were not covering their share of the cost to the City of operating and maintaining the car parks. However, with only 185 permits currently in use, no tariff increase would generate sufficient revenue to do so.
19. Nevertheless, in 2016 Members of Planning & Transportation and Markets Committees agreed to increase tariffs for residential season ticket holders from their historic cost of £740 pa to £1000 pa (discounted by 20% if paid in one payment). This change appears to have had little impact on the number of season tickets issued, albeit some residents & Members to the east of the City did ask whether a form of means testing could be adopted to allow the 20% discount to be offered to those who couldn't afford to pay in one go.
20. However, this change has served to highlight one considerable anomaly in that residential season tickets for the Barbican Estate's on-site car park are charged the equivalent of a rate per m<sup>2</sup> for the parking bay they occupy, set by the City Surveyor on the basis of commercial benchmarking.
21. This is intended to make the rate more closely match the cost of the floorspace occupied, resulting in the residents at the Barbican currently being charged £1,340 pa to park in the Estate car park. Over time this had led to around 15

residents choosing London Wall and Smithfield car parks for their parking, thereby saving between £340 and £600pa.

22. The City currently has no policy to prevent any resident who has access to pre-existing on-site parking facilities from choosing to pay for season tickets in a public car park at this lower rate. However, in the context of a recent commercial review of parking rates by the Barbican Residential Committee, it is now thought appropriate to consider whether this price differential should be accepted and continued, or whether other alternatives should be adopted.
23. In other words, although both London Wall and Smithfield car parks have enough space to accommodate these extra residents, is it appropriate to maintain a differential tariff that effectively drives parking occupancy & income from the Department of Community & Children's Services to DBE and Markets, and should wider policy considerations also be brought to bear?
24. A number of options could be available to Members of the Planning & Transportation and Markets Committees to address this disparity.

**Option 1: No Change**

25. The disparity could be left in place, with some residents with existing on-site parking facilities choosing to take up season tickets elsewhere.

**Option 2:** Stop residents with existing on-site facilities from purchasing season tickets in the City's public car parks

26. This maintains the cost differential but requires residents to use the on-site facilities they already have available. As a concession, existing season tickets could be honoured to minimise the impact on those who have had this facility for some time.

**Option 3a:** Introduce a phased increase to bring the residential tariff in line with the rate per m<sup>2</sup>

27. If it's accepted that these rates should be aligned at the rate per m<sup>2</sup>, the cost of the residential tariff could be increased in phases over time (say three years).

**Option 3b:** Align the residential tariff & the rate per m<sup>2</sup>, but maintain a differential for zero emission capable vehicles

28. This option adds the concept of emissions-based tariffs to the phased increase of Option 3a, and would be similar to the change made last year to introduce differential tariffs based on emissions for the City's on-street pay & display bays.

Smithfield Market tariffs

29. Of all the tariff changes implemented in 2017, the changes at Smithfield Market were the most fundamental. This replaced a paper-based discount system for

market traders and customers with a fully time-based tariff that linked discounts to the market's operational hours.

30. Under the new system:

- Market customers pay £1.50 and are defined as those arriving & leaving during market hours & staying up to three hours;
- Market traders pay £3 and are defined as those arriving & leaving during market hours & staying more than three hours.

31. This change in tariff structure has been highly successful, with few issues & complaints. The new format has simplified the payment process, also ensuring a more auditable and accountable system without the need to check and manage a paper-based pass system.

32. However, one anomaly has been identified in the tariff structure due to the fact these discounts only apply to overnight parking when the market is in operation (ie Sunday night to Friday morning). Most other car parks in the local vicinity (including those under the control of the Planning & Transportation Committee) apply some form of overnight parking discount, so whereas any 24-parking period at Smithfield from Friday morning to Sunday night costs £72, the equivalent period elsewhere can cost between £22.50 and £40.

33. As a result, Smithfield is highly unattractive to casual users during this period and is virtually empty. It is therefore recommended to apply the overnight parking discount at Smithfield seven nights a week, which would result in that 24-hour cost being reduced to £36. This will make the car park far more competitive and is likely to result in a net increase in revenue during these periods.

### **Transport Strategy**

34. The City Corporation's draft Transport Strategy is out for consultation until 13 January 2019. The Strategy, once adopted in spring 2019, will set out the 25-year framework for future investment in and management of the City's streets.

35. In the context of this report, the Strategy proposes a City-wide kerbside and car park review to be undertaken during 2019 in order to deliver more efficient & effective use of both types of parking facility. This will consider:

- Opportunities to reallocate space from on-street car and motorcycle parking to increase the space available for people walking, cycling and public space
- Provision for short stay commercial parking, disabled bays, taxi ranks, loading bays and coach bays
- Alternative uses for spare capacity in City car parks
- Changes to the current operation of parking and loading on-street, including;
  - introducing variable charging for motorcycles based on engine size and emissions;

- encouraging the use of car parks for long stay parking by reducing the maximum parking time for cars and vans on-street and introducing a maximum on-street parking time for motorcycles.

### Electric Vehicle Charging

36. At present, fast charge points are available in all City Corporation public car parks as well as the Barbican residents' car park. Officers are working in partnership with TfL to deliver a rapid charging hub for taxis in Baynard House car park and a single taxi-only rapid charge point on-street in Noble Street.
37. To help deliver a cleaner and quieter City, the draft Transport Strategy proposes to install additional publicly accessible electric vehicle (EV) rapid charge points by 2025 to support the transition to zero emission capable vehicles. Locations will be identified through engagement with the TfL EV Infrastructure Taskforce as the changes in the market and available technology mean that we want to ensure new charge points go in to the most suitable locations around the City.
38. Given the narrowness of the City's footways, this means the first preference for these charge points is likely to be in the City's car parks or other suitable off-street locations, ensuring they have a role to play in the longer term.

### Last Mile Logistics

39. The draft Transport Strategy proposes to deliver two last mile logistic hubs in underutilised City Corporation assets by 2022, and a further three hubs by 2025. This is part of a package of proposals to minimise the impact of freight by reducing the number of motorised freight vehicles in the City. Any provision of last mile logistics space would not close the car park to the public but repurpose underutilised space to maximise the efficiency and revenue of the site whilst delivering the objectives of the draft Transport Strategy.
40. The City Corporation is already scoping opportunities to deliver last mile logistics facilities, with soft market testing with the freight industry undertaken in November 2018 to establish requirements for last mile logistics infrastructure. London Wall appears to be the most suitable site given its spare capacity, access points and location, with the initial preference being for secure storage facilities for cargo cycles to help enable couriership companies to transition from diesel vans. A freight update paper detailing this work is expected to be brought forward in March 2019.

### Development Planning

41. In terms of property issues, the City Surveyors continue to work with DBE and the Chamberlains in terms of sharing information on the redevelopment potential of the City's car parks. At the time of writing, only Minories has attracted recent redevelopment interest. The car park had been a leasehold from Societe Generale who occupy the adjacent building, but in 2016 Societe Generale completed a sale of their interest to China Minsheng Bank subject to a leaseback

until around 2020, and this could make redevelopment of the overall site more likely in the medium to long term.

42. If driven forward by a development opportunity, this will be of particular note given that Minories remains the City's most profitable car park, effectively supporting the rest of the car park function. However, the draft Local Plan (also currently undergoing public consultation) suggests that if car park facilities in general are deemed surplus to requirements as car parks, then they would be considered for transport uses before necessarily being made available for redevelopment.
43. Finally, Members may also recall that Minories is still subject to special structural monitoring as a result of cracks and concrete spalling being identified during previous routine structural checks. This is to gain a full understanding of how the building structure is performing before a decision is taken on whether more extensive repairs are required.

## **Proposals**

44. Based on the above, this report makes recommendations for decision in just two areas, namely the tariff for residential season ticket holders (see paragraphs 18-28 above) and the overnight parking tariff at Smithfield (see paragraphs 32 & 33 above).
45. On balance, Option 3b (aligning the residential tariff with the cost per m<sup>2</sup> whilst maintaining a discount for zero-emission capable vehicles) is thought to be the option that most closely meets the City Corporation's wider transport strategy and air quality objectives. A phased increase over three years would allow residents time to reconsider their choice of vehicle in light of this tariff change, and a 20% discount for those making a full one-off annual payment (compared to instalments) would be retained.
46. As for the Smithfield overnight tariff, it is proposed to amend the current five-night a week tariff to apply seven nights a week, making the weekend tariff more competitive and thereby helping to increase net revenue by attracting more custom.

## **Corporate & Strategic Implications**

47. Management of the City's car parks is now fully integrated into its long-term Transport Strategy and Local Plan as outlined earlier in this report. The provision of car parking facilities also contributes to the City's thriving economy and flourishing society in accordance with the Corporate Plan, and the fire safety work helps satisfy the need to ensure people are safe and feel safe by protecting the consumers & users of our buildings.
48. In terms of relevant policies incorporated in the City's Corporate Asset Management Strategy, the actions outlined in this report also cover:
  - **SO1** – Operational Assets remain in a good, safe and statutory compliant condition

- **SO2** – Operational Assets are fit for purpose and meet service delivery needs
- **SO4** – Annual revenue expenditure is reduced
- **SO5** – Opportunities to maximise income generation be explored and promoted where feasible
- **SO8** – Service Committees Business Plans properly reflect not only short-term objectives but medium and long-term ones, to enable effective forward planning.

## **Implications**

49. There is power in Section 32 of the Road Traffic Regulation Act 1984 for a local authority to provide off-street parking places for relief of congestion, and power in Section 33 of the 1984 Act to let parts of buildings not used for parking

## **Conclusion**

50. This report updates Members on the short, medium and long-term strategies for the City's public car parks with a view to ensuring that they reflect current transport, parking and air quality policies, as well as the City's financial considerations, maintenance responsibilities and property management opportunities.

## **Appendices**

- Appendix 1 – Financial Position 2016/17 and 2018/19
- Appendix 2 – Summary of Tariff Changes
- Appendix 3 – Car Park Daily Rate: Central London Benchmarking
- Appendix 4 – Car Park Roles, Responsibilities & Hierarchy
- Appendix 5 – Car Park Location Plan

## **Background Papers**

### **Ian Hughes**

Assistant Director (Highways), Dept of the Built Environment

T: 020 7332 1977

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



## **Appendix 1 – Financial Budgeted Position 2016/17 and 2018/19**

Prior to the tariff increase in June 2017, the overall budgeted financial position for each car park in 2016/17 is set out below.

The Sub-Total line reflects DBE's local risk budget and takes into account income, contractor & DBE costs, rates & utilities. At that level, the profitability of Minorities allowed the car parks as a whole (excluding Smithfield) to make an overall profit to DBE of £290k. However, taking into account overheads and the cost of maintaining these buildings, they made an overall loss of £495k.

### **Car Park Financial budgeted position (2016/17)**

<b>Car Park</b>	<b>Baynard House</b>	<b>London Wall</b>	<b>Minorities</b>	<b>Tower Hill</b>	<b>Smithfield</b>
<b>Income</b>	520	518	1001	521	894
<b>Expenditure</b>	-530	-548	-473	-719	-588
<b>Sub-Total</b>	-10	-30	528	-198	306
<b>O/H &amp; Recharge</b>	-304	-180	-144	-157	-112
<b>TOTAL</b>	-314	-210	384	-355	194

\* (£000), £ = income / profit, -£ = expenditure / loss, O/H = Overheads

The financial implications of the tariff change in June 2017 resulted in a much more positive net position as set out below for the current financial year. The operating position (excluding Smithfield) represents a profit of £667k, and taking into account overheads and maintenance recharges, an overall profit of £189k has been budgeted for.

### **Car Park Financial budgeted position (2018/19)**

<b>Car Park</b>	<b>Baynard House</b>	<b>London Wall</b>	<b>Minorities</b>	<b>Tower Hill</b>	<b>Smithfield</b>
<b>Income</b>	466	656	1355	619	868
<b>Expenditure</b>	-511	-546	-560	-812	-639
<b>Sub-Total</b>	-45	110	795	-193	229
<b>O/H &amp; Recharge</b>	-142	-116	-122	-98	-294
<b>TOTAL</b>	-187	-6	673	-291	-65

\* (£000), £ = income / profit, -£ = expenditure / loss, O/H = Overheads

## **Appendix 2 – Summary of Tariff Changes**

### **Hourly Car Park Tariff Proposals**

<b>Car Park</b>	<b>2016</b>	<b>July 2017</b>	<b>April 2019</b>
Baynard Hse	£2.50	£3	£3.50
London Wall	£3	£3	£3.50
Minories	£2	£3	£3.50
Smithfield	£2	£3	£3.50
Tower Hill	£2.50	£3	£3.50

### **Planning & Transportation Committee Tariff Proposals (Baynard House, London Wall, Minories, Tower Hill)**

<b>User</b>	<b>2016</b>	<b>July 2017</b>	<b>April 2019</b>
Commercial Season Tickets	£4,264 to £6,396	£6,396 to £7,462	£7,462
Resident	£740	£1000 (Discounted to £800 if paid in one payment)	Change in 2022
Coaches	<ul style="list-style-type: none"> <li>First 15mins free</li> <li>£10 1<sup>st</sup> hour (9am-5pm, Apr-Sept only)</li> <li>£6 per hour (9am-5pm)</li> <li>£20 flat rate (5pm to 9am)</li> </ul>	<ul style="list-style-type: none"> <li>First 15mins free</li> <li>£10 per hour (9am – 5pm)</li> <li>£25 cap (5pm to 9am)</li> </ul>	No change

### **Markets Committee Tariff Proposals (Smithfield Only)**

<b>User</b>	<b>2016</b>	<b>July 2017</b>	<b>April 2019</b>
Market Customers	£1.50 per visit	£1.50 for up to 3hrs; £3 for 3hrs or more (9pm-10am Sun-Fri)	To apply seven days a week
Market Traders	£2.75 per day		
Market Season Tickets	£712 pa	£720 pa	No Change
Commercial Season Tickets	£2,000 pa	£4,000 pa	
Resident	£740 pa	£1000 (Discounted to £800 if paid in one payment)	Change in 2022

### Appendix 3 - Car Parking Daily Rate: Central London Benchmarking

Location	Capacity (no.)	2 hours (£)	8 hours (£)
<b>EC1</b>			
Charterhouse Square (Euro Car Park)	14	£4	£11
Farringdon (NCP)	294	£12.80	£34
Saffron Hill (NCP)	353	£14.95	£19.95
Aldersgate (NCP)	670	£12	£38
<b>Smithfield (CoL)</b>	<b>581</b>	<b>£6</b>	<b>£24</b>
<b>EC2</b>			
Finsbury Square (NCP)	258	£38	£55
<b>Barbican (CoL)</b>	<b>388</b>	<b>£7.50</b>	<b>£24</b>
<b>London Wall (CoL)</b>	<b>218</b>	<b>£6</b>	<b>£24</b>
<b>EC3</b>			
<b>Minories (CoL)</b>	<b>321</b>	<b>£6</b>	<b>£24</b>
<b>Tower Hill (CoL)</b>	<b>110</b>	<b>£6</b>	<b>£24</b>
<b>EC4</b>			
<b>Baynard House (CoL)</b>	<b>233</b>	<b>£6</b>	<b>£24</b>
Vintry, Bell Wharf Lane (NCP)	466	£34	£45
<b>E1</b>			
Whitechapel High Street (NCP)	100	£22.95	£27.95
Plumbers Row	10	£10	£10
<b>SE1</b>			
London Bridge (NCP)	250	£25	£35
Gainsford Street (Q Park)	115	Not hourly	£25
<b>SW1</b>			
Spring Gardens (Q Park)	205	Not hourly	£41
<b>WC1</b>			
Judd Street (NCP)	35	£9.95	£28
<b>WC2</b>			
Covent Garden (NCP)	330	£15.75	£21.50

## **Appendix 4 – Car Park Roles, Responsibility & Hierarchy**

The Director of the Built Environment is responsible for:

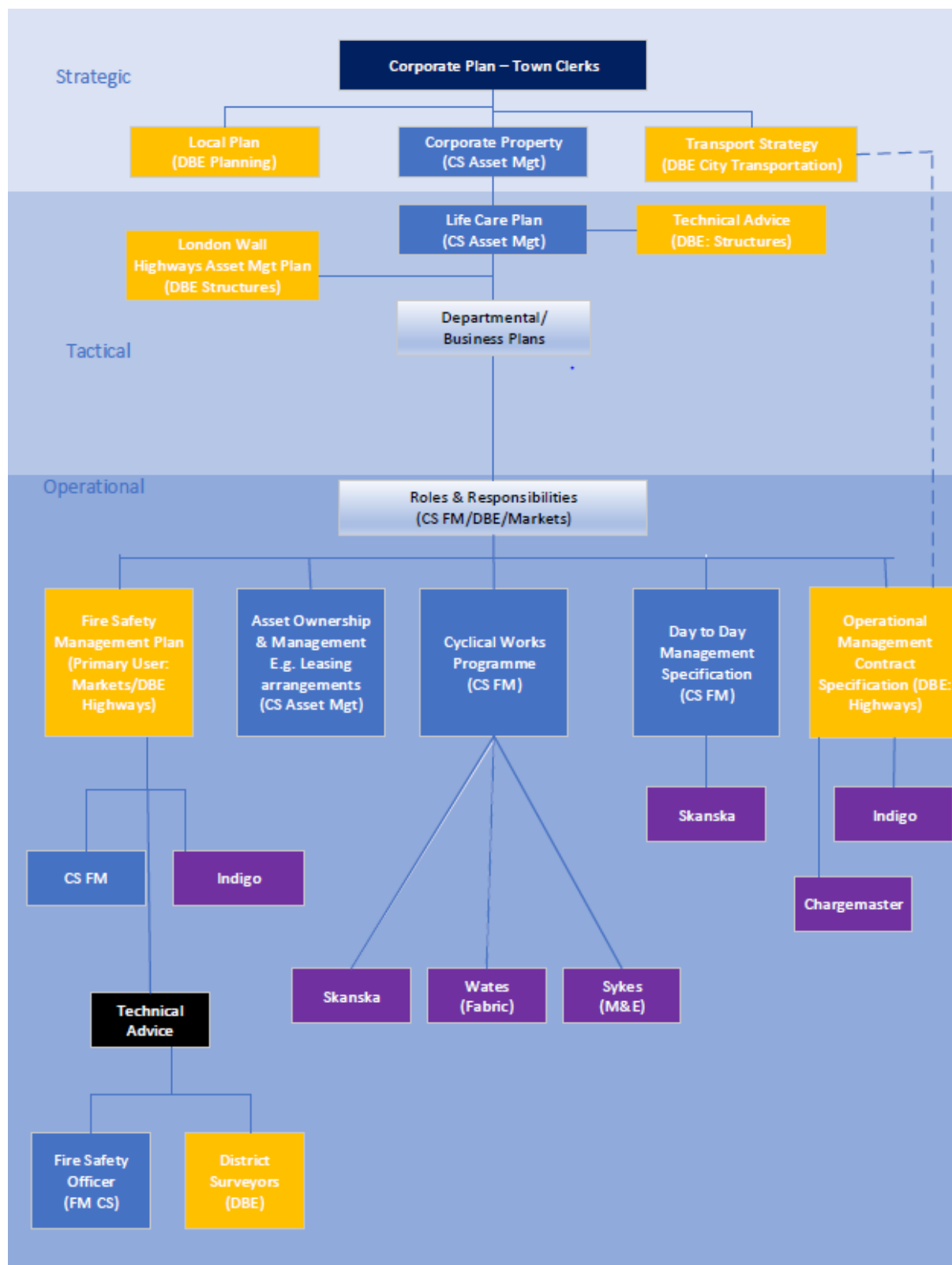
- Managing the delivery of the off-street parking service, including the contract to manage the facilities day-to-day, currently held by Indigo until 2021;
- The City's Local Plan and Transport Strategy, including the overarching policy towards parking provision;
- Reviewing & recommending any changes to the car park tariff structure for Planning & Transportation Committee approval, taking into account operational, financial and policy considerations;
- Fire safety management in DBE's car parks;
- Technical structural inspections & advice on all the car parks;
- The overall Asset Management Plan for London Wall underground car park which is managed as a highway structure.

As Client for DBE at Smithfield car park, the Director of Markets & Consumer Protection is responsible for:

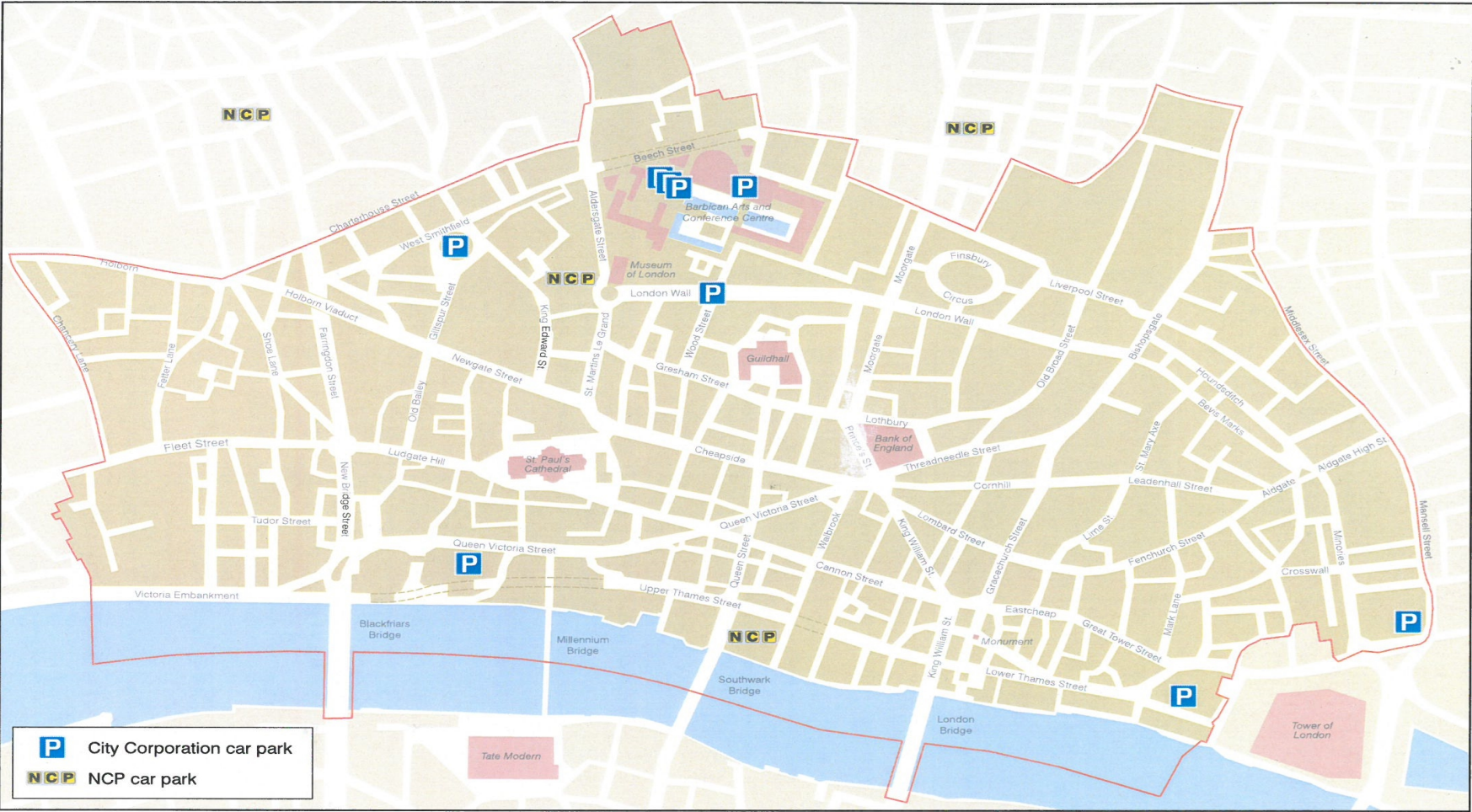
- Reviewing & recommending any changes to the tariff structure for that car park for Markets Committee approval;
- Fire safety management in Smithfield car park;
- Various minor improvement initiatives such as signage;
- Those aspects of the car park's building services that are combined with the market above (eg mechanical & electrical systems).

In turn, the City Surveyor is responsible for:

- Facility Management services, including general repairs & maintenance and the cyclical works programme;
- The long-term Life Care Plan for maintaining the car parks (with the exception of London Wall car park as noted above);
- Corporate property asset management, including non-parking related commercial leases within the facilities and ultimate redevelopment potential for these buildings.



**Appendix 5: Car Park Location Plan**



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