



Planning and Transportation Committee

Date: TUESDAY, 5 NOVEMBER 2024

Time: 10.30 am

Venue: LIVERY HALL - GUILDHALL

Members:

Deputy Shравan Joshi MBE (Chairman)	Antony Manchester
Graham Packham (Deputy Chairman)	Deputy Brian Mooney BEM
Deputy Randall Anderson	Deputy Alastair Moss
Ian Bishop-Laggett	Eamonn Mullally
Michael Cassidy	Alderswoman Jennette Newman
Mary Durcan	Deborah Oliver
Deputy John Edwards	Judith Pleasance
Anthony David Fitzpatrick	Deputy Henry Pollard
Deputy John Fletcher	Alderman Simon Pryke
Deputy Marianne Fredericks	Ian Seaton
Jaspreet Hodgson	Hugh Selka
Amy Horscroft	Tom Sleigh
Alderman Robert Hughes-Penney	Luis Felipe Tilleria
Alderswoman Elizabeth Anne King, BEM JP	Shailendra Kumar Kantilal Umrada
Deputy Natasha Maria Cabrera Lloyd- Owen	William Upton KC
Deputy Charles Edward Lord	Jacqui Webster

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**Ian Thomas CBE
Town Clerk and Chief Executive**

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**

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

3. **MINUTES**

To agree the public minutes and summary of the meeting held on 4 October 2024.

For Decision
(Pages 7 - 12)

4. **TFL LOCAL IMPLEMENTATION PLAN FUNDING APPLICATION 2025/26 - 2027/28**

Report of the Executive Director Environment.

For Decision
(Pages 13 - 22)

5. **DOMINANT HOUSE FOOTBRIDGE FUTURE OPTIONS - GATEWAY 6 OUTCOME REPORT**

Report of the Executive Director Environment.

For Decision
(Pages 23 - 30)

6. **BUSINESS AND PLANNING ACT 2020, AS AMENDED BY LEVELLING UP AND REGENERATION ACT 2023 - ALFRESCO DINING POLICY 2024**

Report of the Port Health and Public Protection Director.

For Decision
(Pages 31 - 118)

7. **PUDDLE DOCK PLANNING BRIEF**

Report of the Executive Director, Environment.

For Decision
(Pages 119 - 124)

8. **INFRASTRUCTURE FUNDING STATEMENT CIL/S106 2023-24**

Report of the Planning and Development Director – Environment Department.

For Decision
(Pages 125 - 166)

9. **CITY FUND HIGHWAY DECLARATION: 65 GRESHAM ST, LONDON, EC2V 7NQ'**

Report of the City Surveyor.

For Decision
(Pages 167 - 174)

10. *** RISK MANAGEMENT UPDATE REPORT**

Report of the Executive Director, Environment.

For Information

11. *** ANNUAL ON-STREET PARKING ACCOUNTS 2023/24 AND RELATED FUNDING OF HIGHWAY IMPROVEMENTS AND SCHEMES**

Report of the Chamberlain.

For Information

12. *** FINANCE PROGRESS REPORT (Q2 JULY - SEPTEMBER) 2024/25**

Report of the Executive Director, Environment.

For Information

13. *** TO NOTE THE DRAFT MINUTES OF THE STREETS AND WALKWAYS SUB-COMMITTEE MEETING HELD ON 01 OCTOBER 2024**

For Information

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

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

16. **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

17. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 4 October 2024.

For Decision
(Pages 175 - 176)

18. *** ANNUAL ON-STREET PARKING ACCOUNTS 2023/24 AND RELATED FUNDING OF HIGHWAY IMPROVEMENTS AND SCHEMES - APPENDIX**

For Information

19. *** CITIGEN AND HEAT NETWORK ZONING - INITIAL DECISIONS**

Report of the City Surveyor.

For Information

20. *** DEBT ARREARS - ENVIRONMENT DEPARTMENT**

Report of the Executive Director, Environment.

For Information

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

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

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PLANNING AND TRANSPORTATION COMMITTEE

Friday, 4 October 2024

Minutes of the meeting of the Planning and Transportation Committee held at the Guildhall EC2 at 1.45 pm

Present

Members:

Deputy Shравan Joshi MBE (Chairman)	Aldерwoman Elizabeth Anne King, BEM JP
Deputy Randall Anderson	Deputy Natasha Maria Cabrera Lloyd-Owen
Ian Bishop-Laggett	Owen
Mary Durcan	Eamonn Mullally
Deputy John Edwards	Deborah Oliver
Deputy John Fletcher	Judith Pleasance
Deputy Marianne Fredericks	Ian Seaton
Jaspreet Hodgson	Hugh Selka
	Jacqui Webster

Officers:

Baljit Bhandal	- Comptroller & City Solicitor
Ian Hughes	- Environment Division
Rob McNicol	- Environment Division
Gwyn Richards	- Environment Division
Gemma Stokley	- Town Clerk's Department
Blair Stringman	- Town Clerk's Department
Isobel Tucker	- City Surveyors

1. **APOLOGIES**

Apologies for absence were received from the Deputy Chairman Graham Packham, Deputy Edward Lord OBE, Deputy Brian Mooney, Deputy Henry Pollard, Alderman Simon Pryke and Tom Sleight.

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

There were no declarations.

3. **MINUTES**

MATTERS ARISING:

In relation to page 7, paragraph 3, A Member requested that it be reflected that the concern raised was out the lighting charter not addressing boundary issues between officers and residents in Farringdon. Members agreed that the wording be amended to "address boundary issues between officers and residents in Farringdon" instead of "address issues in Farringdon" to accurately reflect the discussion.

RESOLVED – That, the public minutes and non-public summary of the meeting held on 23rd July 2024 be agreed as a correct record subject to requested corrections.

4. *** OUTSTANDING ACTIONS**

The Committee received a report of the Town Clerk concerning outstanding actions.

5. **CITY FUND HIGHWAY DECLARATION: ONE BISHOPSGATE PLAZA, 80 HOUNDSDITCH, LONDON, EC3A 7AB**

The Committee considered a joint report of the City Surveyor and Executive Director Property concerning approval to declare a volume of City Fund owned airspace measuring 775 sq ft/ 72 sq m, situated at One Bishopsgate Plaza, 80 Houndsditch, London, EC3A 7AB, to be surplus to highway requirements and allow its disposal in conjunction with the permitted development.

Members noted that the affected airspace is occupied by a canopy benefiting the building owned by Success Venture Investments. Planning permission for the canopy was approved in 2019, and construction has been completed. City engineers have been consulted and are satisfied with the canopy's design and height.

A Member raised concerns about why the issue was not identified earlier in the process. It was explained that the canopy was flagged during planning, and the owner approached city engineers for approval, leading to the current request to regularise the encroachment.

In response to a question about whether the regularising of canopies is common, officers noted that canopies are quite common, and the process of regularising encroachments into city ownership is standard. Members were informed that the City Surveyors review all planning applications to ensure any encroachments are addressed.

When asked why the decision was brought to the Committee, officers informed Members that the authority to declare airspace surplus is not delegated to officers, so it requires Committee approval.

In response to a question about responsibility for the cleanliness of the pavement under the canopy, officers noted that the City remains responsible for maintaining the public highway, including the pavement under the canopy.

RESOLVED – That Members, resolve to declare a volume of City Fund owned airspace totalling 775 sq ft (held for highway purposes), situated around 80 Houndsditch, London, EC3A 7AB, be surplus to highway requirements to enable its disposal upon terms to be approved under the delegated authority of the City Surveyor.

6. **CITY FUND HIGHWAY DECLARATION: 160 QUEEN VICTORIA STREET, LONDON, EC4V 4BF**

The Committee considered a joint report of the City Surveyor and Executive Director Property concerning approval to declare a volume of City Fund owned airspace measuring 116.25 sq ft / 10.8 sq m, situated at 160 Queen Victoria St, London EC4V 4BF, to be surplus to highway requirements and allow its disposal in conjunction with the permitted development.

Members were informed that the affected airspace is occupied by a canopy that benefits the building owned by Lanwand. Planning permission for the canopy was approved in 2020, and construction was completed in 2020-2021. City engineers have been consulted and are comfortable with the canopy's design and height.

RESOLVED – That Members, resolve to declare a volume of City Fund owned airspace totalling 116.25 sq ft (held for highway purposes), situated around 160 Queen Victoria St, London EC4V 4BF, be surplus to highway requirements to enable its disposal upon terms to be approved under the delegated authority of the City Surveyor.

7. *** TO NOTE THE DRAFT MINUTES OF THE STREETS AND WALKWAYS SUB-COMMITTEE MEETING HELD ON 9 JULY 2024**

The Committee received a the draft minutes of the Streets and Walkways Sub-Committee held on 9th July 2024.

8. *** REPORT OF ACTION TAKEN**

The Committee received a report of the Town Clerk concerning a report of action taken under urgency powers.

The committee discussed the unintended consequences around the lift and escalator report and requested a quarterly report in future for PASC meetings.

The committee reviewed the consultation submission to the government on the National Planning Policy Framework (NPPF). Members expressed concerns about the inclusion of certain policy matters, particularly question 61, which addresses the setting of listed buildings.

The committee was informed that the City Plan had been submitted to the Secretary of State for examination in public on August 29th. The timing of the examination hearings is dependent on the planning inspectors, and it is possible that the hearings may take place next year.

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

There was one question from a Member regarding an update on the City Plan.

The Committee was informed that the City Plan had been submitted to the Secretary of State for examination in public on August 29th. The team is working with stakeholders to produce statements of common ground and potential changes to the plan. The timing of the examination hearings is dependent on the planning inspectors, and it is possible that the hearings may take place next year.

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

There was one item of urgent business.

The Chairman highlighted the following:

The 8 Bishopsgate tower was awarded the best tall building in the world for its height category at the Council for Tall Buildings and Urban Habitat awards last week. The tower was an exemplary collaboration between City planning officers and the applicant and was directly informed by the need to respect heritage views of St Paul's.

In the same awards, 21 Moorfields was awarded the international award for structural ingenuity. Members will have been sent an invitation to visit this completed scheme in the coming weeks, the City HQ of Deutsche Bank

8 Bishopsgate was also awarded the City Building of the Year award by the Architects Company.

More evidence of the world class architecture being delivered through the City's Planning team and both buildings almost entirely let showing the vigour of occupier demand in the City.

Members will also note the invitation to visit the completed Fredericks Place scheme with a new pedestrian arcade linking Fredericks Place with Ironmongers Lane and a new colonnade walkway along Ironmonger Lane with a new archive centre for the Mercers Company, an exceptional sensitive and contextual scheme.

The City of London Building Control team have been nominated for the LABC Building Excellence Awards as the national, "Best Local Authority Building Control Team".

The City also has two other finalists, as they have won the London region awards.

8 Bishopsgate for the "Best Non-residential New Build", and James Binstead as the "LABC Newcomer of the Year". James is on his final year of a 4 year apprenticeship program.

11. **EXCLUSION OF THE PUBLIC**

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

12. **REVIEW OF PUBLIC CAR PARK PROVISION IN THE CITY**

The Committee considered a joint report of the Executive Director Environment, City Surveyor and Executive Director Property.

13. **NON-PUBLIC MINUTES**
RESOLVED – That, the non-public minutes of the meeting held on 23rd July 2024 be agreed as a correct record.
14. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was no urgent business.

The meeting closed at time not specified

Chairman

Contact Officer: Zoe Lewis
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Committee(s)	Dated:
Resources Allocation Sub Committee Planning & Transportation	30 October 2024 5 November 2024
Subject: TfL Local Implementation Plan funding application 2025/26 – 2027/28	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	Leading Sustainable Environment, Flourishing Public Spaces
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	£
What is the source of Funding?	
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of: Katie Stewart, Executive Director Environment	For Decision
Report author: Ellie Gooch	

Summary

This report covers the City of London Corporation’s application for Transport for London (TfL) Local Implementation Plan (LIP) funding for the financial years 2025/26, 2026/27 and 2027/28.

Details of the projects and programmes to be included in the application are provided in Table 1 and Appendix 1.

This report seeks approval to submit an application for £5.4m to TfL for LIP funding over the three-year LIP programme. This includes £1.575m for the 2025/26 financial year. £480,000 of this is formula or base funding and a further £1,095,000 is within TfL ‘discretionary’ funds which require a business case to be submitted to TfL. This report also seeks approval to spend the 2025/26 allocation if approved by TfL in March 2025.

Recommendations

Members are asked to:

- Approve the contents of the LIP funding application covering the years 2025/26 – 2027/28, as set out in Table 1.
- Approve the spend total up to a maximum of £1,575,000 for 2025/26, as set out in Table 1, subject to final allocation decision from TfL in March 2025.
- Authorise the Executive Director Environment to approve minor changes to the submission following informal feedback from TfL in January 2025.
- Authorise the Executive Director Environment to reallocate the TfL grant between the approved LIP schemes, should that be necessary during 2025/26, up to a maximum of £250,000.

Main Report

Background

1. This report covers the City of London Corporation's application for Transport for London (TfL) Local Implementation Plan (LIP) funding for the years 2025/26, 2026/27 and 2027/2028.
2. Under Section 159 of the Greater London Authority Act 1999, TfL is empowered to provide grants to London boroughs and the City Corporation for the provision of safe, efficient and economically viable transportation facilities and (or) services to, from or within Greater London. LIP funding is provided by TfL to London boroughs and the City Corporation to improve local transport networks in line with the Mayor's Transport Strategy.
3. LIP programmes are submitted in three-year outline and reviewed annually. A detailed one-year programme is submitted for funding approval by TfL each year. The next three-year programme covers the financial years 2025/26, 2026/27 and 2027/2028 and is due for submission in November 2024.
4. In July 2024, TfL published updated guidance on developing and submitting delivery plans. Boroughs do not need to submit a detailed delivery plan report as in previous years, but instead will submit an Excel form detailing proposed schemes, their strategic importance and their alignment with TfL priorities.
5. There are multiple funding streams included within the LIP programme. Some are allocated according to formulas or base funding (fixed allocation) and some are discretionary or needs based. Discretionary funds require a bid and are judged on TfL criteria. Much of the City Corporation's LIP funding comes from the 'Safer Corridors and Neighbourhoods' fund, which is allocated using a formula of need-based indicators for public transport, road safety, congestion and environment, and accessibility. Two new discretionary funds have been introduced this year: 'Safer Streets' (£50m) and 'Better Bus Partnerships' (£30m). The LIP funding streams available include:
 - Safer Corridors and Neighbourhoods (formula)
 - Safer Streets (discretionary)
 - Bus Priority (discretionary)
 - Better Bus Partnerships (discretionary)
 - Safer Cycleway Network Development (discretionary)
 - Cycle Parking (base funding)
 - Cycle Training (base funding)
 - Micromobility Parking (needs based)
6. This application supports the outcomes of the City of London Transport Strategy and will provide funding for programmes listed in the Transport Strategy Delivery Plan 2024/25 – 2029/30 (both reviewed by this Committee in July 2024). The proposed LIP programme will reduce road danger, improve accessibility, and enhance the walking, wheeling and cycling experience.

Current position

7. Before final submission, TfL will provide informal feedback on our application and this may recommend some changes to the application. We do not anticipate significant changes as we have had early stage feedback from TfL and our submission will be in line with the criteria set out by TfL. The timeline for submission of the City Corporation's three-year LIP programme is as follows:

15 November: Draft LIP delivery plan submission

10 January: Informal feedback from TfL

13 February: Final delivery plan submission

14 March: Confirmed funding allocation for 2025/26 from TfL

8. TfL have indicated that the amount of funding available for the formula and ring-fenced funding pots will be a similar amount as the 2024/25 financial year, which was allocated as follows:

Safer Corridors and Neighbourhoods: £400,000

Cycle Training: £30,000

Cycle Parking: £54,000

9. Details of the specific projects and programmes that funding will be sought for are set out in Table 1. We do not plan to apply for funding from the Bus Priority fund or Better Bus Partnerships fund as we do not have any suitable schemes that meet TfL criteria.

Table 1. Local Implementation Plan – proposed programme for 2025/26 – 2027/28

Project	Summary information	2025/26 £	2026/27 £	2027/28 £
Safer Corridors and Neighbourhoods Programme				
Healthy Streets minor schemes programme	Programme of smaller scale projects to improve the walking and wheeling experience, enhance accessibility and reduce road danger.	325,000	325,000	325,000
Strategic Transport programme	Data collection, research and monitoring.	50,000	50,000	50,000
Vision Zero behaviour change	Behaviour change activities including in partnership with the City of London Police.	25,000	25,000	25,000
Safer Streets Programme				
Ludgate Hill/ Old Bailey	Increasing road safety on Ludgate Hill and at junction with Old Bailey.	290,000	360,000	0
Aldgate High Street	Increasing road safety on Aldgate High Street and at junction with Minories.	300,000	600,000	0
Safer Cycleway Network Development Programme				
Aldgate to Blackfriars cycleway (Queen Victoria Street)	Delivery of Queen Victoria Street section of Aldgate to Blackfriars cycleway. This includes protected cycle lanes and junction improvements.	348,000	1,042,000	797,500

Aldgate to Blackfriars cycleway (Aldgate)	Delivery of improvements Aldgate section via St Botolph Street and Duke's Place. This includes protected cycle lanes and junction improvements.	57,000	3,000	80,000
Moorgate	Installation of protected, northbound cycle lane between junction with Lothbury/Gresham Street and Moorgate.	20,000	0	0
Cycle Parking Programme				
Cycle parking	Rolling programme to provide new and improved parking for private cycles.	50,000	50,000	50,000
Cycle Training Programme				
Cycle training	To deliver cycle training in line with TfL programme to people who work, study or live in the City of London.	30,000	30,000	30,000
Micromobility Parking Programme				
Micromobility parking	Rolling programme to provide dedicated parking bays for dockless cycles and e-scooters in suitable locations.	80,000	TBC	TBC
Total		1,575,000	2,485,000	1,357,500

Corporate & Strategic Implications

Strategic Implications

10. The LIP funded projects and activities detailed above support delivery of:

- Corporate Plan outcomes
 - Leading Sustainable Environment
 - Flourishing Public Spaces
- Transport Strategy outcomes
 - The Square Mile's streets are great places to walk, wheel and spend time
 - Street space is used more efficiently and effectively
 - The Square Mile is accessible to all
 - People using our streets and public spaces are safe and feel safe
 - Improved experience of riding cycles and scooters in the City
- Vision Zero Plan
 - To reduce personal injuries from collisions, by reducing danger from motor vehicles on our streets.
- Climate Action Strategy actions
 - Reduce air pollution through implementing our ambitious air quality and transport strategies

Financial implications

11. Once approved by TfL, funds are ringfenced to spend only on the specific schemes set out in the submission.
12. For schemes over £50,000, City project management reporting and funding procedures will be followed.
13. We are likely to need to seek additional funding from CIL or OSPR funds for the Aldgate to Blackfriars cycleway.
14. £2.4m of OSPR funding has been secured for the Aldgate High Street and Ludgate Hill/Old Bailey schemes. If this LIP funding application is successful or partially successful, the amount of internal funding required will be reduced accordingly.
15. Given the need at times to vary the programme of minor schemes, if there are external factors affecting programme or deliverability, we are requesting authorisation for the Executive Director Environment to reallocate the TfL grant between the approved LIP schemes, up to a maximum of £250,000, should that be necessary during 2025/26.

Resource implications

16. Delivery of schemes is covered by existing staff.

Legal implications

17. None.

Risk implications

18. Mitigation of Environment Department risk ENV-CO-TR 001 – Road Safety. The two schemes submitted for the Safer Streets fund and the three schemes submitted for the Safer Cycleway Network Development fund will make significant road safety improvements at priority locations in the City. The Healthy Streets Minor Schemes submitted for the Safer Corridors and Neighbourhoods fund will make improvements to road safety for pedestrians at minor junctions.

Equalities implications

19. The Healthy Streets Minor Schemes programme includes accessibility improvements across the City, including continuous footways, raised tables, drop kerbs and tactile paving. Inclusive design and principles are also prioritised across all our transport schemes. An EqIA will be completed where necessary for schemes.

Climate implications

20. The schemes in this application, alongside our overall Transport Strategy, support carbon reduction through a reduction in motor vehicle use, where possible materials used provide a more climate resilient public realm as well as schemes including more trees and greening.

Security implications

21. None.

Conclusion

22. This LIP funding will support the delivery of the schemes and objectives within our Transport Strategy and Corporate Plan.

23. Members are asked to approve the application to TfL for the 2025/26 – 2027/28 LIP programme and to spend the allocation for 2025/26 financial year up to a maximum of £1,575,000. The final allocation will be confirmed by TfL in March 2025.

24. The recommendations in the report also seek authorisation for the Executive Director Environment to reallocate funding between schemes, should that be necessary, for the 2025/26 programme.

Appendices

Appendix 1: Details of proposed LIP projects and programmes

Background papers

City of London Transport Strategy –

<https://www.cityoflondon.gov.uk/assets/Services-Environment/city-of-london-transport-strategy.pdf>

Transport Strategy Delivery Plan [Committee report 23 July 2024](#)

Report author

Ellie Gooch, Strategic Transportation Officer, Environment Department

Ellie.Gooch@cityoflondon.gov.uk

Appendix 1: Details of proposed LIP projects and programmes

Safer Corridors and Neighbourhoods Fund (funded via formula)

Strategic Transport programme (£50,000 pa)

Data collection and research to monitor the impact of Transport Strategy delivery.

Vision Zero behaviour change (£25,000 pa)

Behaviour change activities to support Vision Zero and reduce road danger including City Corporation campaigns and events; support for City of London Police campaigns and engagement.

Healthy Streets minor schemes (£325,000 pa)

Proposed Healthy Streets minor schemes programme for 2025/26 – 2027/28. A series of small-scale improvement measures to improve the quality of the walking environment, promote accessibility and reduce road danger at targeted points.

2025/26 proposed locations:

- Moorgate/Telegraph Street – Raised junction
- Moorgate/Great Swan Alley – Raised junction
- Coleman Street by Mason's Avenue – Raised carriageway
- Coleman Street by Basinghall Avenue – Raised junction and pavement widening if possible
- Fetter Lane/Norwich Street – Raised junction (accelerate to co-ordinate with development)
- George Yard by Lombard Street – Raised carriageway and new tactile paving
- Middle Street by Cloth Street – Raised carriageway and new tactile paving
- Laurence Pountney Hill by Laurence Pountney Lane – Raised carriageway and drop kerbs
- Newbury St by Cloth Street – Raised carriageway
- Design & consult on proposed road closure on Gutter Lane

2026/27 proposed locations:

- Abchurch Lane by Lombard Street – Raised carriageway and new tactile paving
- Fann Street by Aldersgate Street – Raised carriageway, kerb build-out and new tactile paving
- New Fetter Lane by Bartlett Court – Raised carriageway and new tactile paving
- Gutter Lane (north) – Road closure and raise to footway level
- Gutter Lane (south) – Road closure and raise to footway level
- Foster Lane by Gresham Street – Raised carriageway and new tactile paving
- Carey Lane by Foster Lane – Raised carriageway and new tactile paving
- Carey Lane by Gutter Lane – Raised carriageway and new tactile paving
- Goldsmith Street by Gutter Lane – Raised carriageway and new tactile paving
- Botolph Lane by Eastcheap – Raised carriageway and new tactile paving

2027/28 proposed locations:

- Carter Lane/Godilman Street – Raised carriageway and new tactile paving
- St Dunstan’s Hill by St Mary at Hill (by Premier Inn Hotel) – Raised carriageway
- Garlick Hill, Great Trinity Lane & Great St Thomas Apostle – Raised junction
- India Street by Jewry Street – Raised carriageway
- Norwich Street by Furnival Street – Raised carriageway
- Furnival Street/Cursitor Street – Raised junction
- Copthall Avenue/Great Swan Alley – Raised junction
- St Dunstan’s Hill by Eastcheap – Raised carriageway
- Carthusian Street by Aldersgate Street – Raised carriageway
- Cloak Lane/College Hill – Raised junction

Safer Streets (discretionary fund)

TfL have advised that they are unlikely to provide funding for multiple schemes but have encouraged multiple submissions. Ludgate Hill scheme will be indicated as the higher priority scheme for funding.

Ludgate Hill/Old Bailey (£650,000 total)

Increasing road safety by signalling junction with Old Bailey with pedestrian crossings on all approaches, converting Old Bailey to one-way northbound with southbound cycle contra-flow, and reducing carriageway width.

Aldgate High Street (£900,000 total)

Increasing road safety on Aldgate High Street and at junction with Minories by removing conflicting movements. This includes changing how street is signal controlled, new signalised crossings, new cycle lanes and raising part of the carriageway around junction with Minories.

Cycle network development (discretionary fund)

Aldgate to Blackfriars Cycleway: Queen Victoria Street (£2.2m total)

Delivery of Queen Victoria Street section of Aldgate to Blackfriars cycleway. This includes protected cycle lanes, cycle only signal stages, early release cycle signals and advanced stop lines with feeder cycle lanes.

Aldgate to Blackfriars Cycleway: Aldgate (£140,000 total)

Delivery of improvements Aldgate section via St Botolph Street and Duke’s Place. This includes protected cycle lanes, a bus stop bypass and junction improvements.

Moorgate (£20,000 total)

Installation of protected, northbound cycle lane between junction with Lothbury/Gresham Street and Moorgate.

Cycle parking (ring fenced base funding)

£50,000

Rolling programme to provide new and improved parking for private cycles.

Cycle training (ring fenced base funding)

£30,000

To deliver cycle skills training with expert instructors, in line with TfL programme to people who work, study or live in the City of London.

Micromobility Parking (needs based funding)

£80,000

Rolling programme to provide dedicated parking bays for dockless cycles and e-scooters in suitable locations. Applications for funding open for 2025/26 only at this stage.

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Agenda Item 5

Committees: Planning and Transportation Committee <i>[for decision]</i> Projects and Procurement Sub-Committee <i>[for information]</i>	Dates: 5 November 2024 9 December 2024
Subject: Dominant House Footbridge Future Options Unique Project Identifier: 11788	Gateway 6: Outcome Report Regular
Report of: Executive Director Environment Report Author: Trina deSilva	For Decision
PUBLIC	

Summary

1. Status update	Project Description: Repair fault on City Walkway footbridge over highway which has led to spalling on footbridge support. RAG Status: Green (Red at last report to Committee) Risk Status: Low (Medium at last report to committee) Costed Risk Provision Utilised: £0 Final Outturn Cost: £433,291
2. Next steps and requested decisions	Requested Decisions: that the project is closed
3. Key conclusions	<i>Repairs were made to the southern pier of the bridge, and a new joint provided. The waterproofing to the structure was renewed and all joints were cleaned out and resealed. This work will: allow the bridge to expand and contract more freely, provide better protection to the structure from water, reduce the likelihood of chloride contamination and reduce the likelihood of the concrete spalling in the future.</i> <i>FM Conway, our term contractor, were the main contractor. The works were carried out to a good standard, but the project</i>

	<i>suffered a two month delay as a result of poor management of sub-contractors.</i>
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Main Report

Design & Delivery Review

4. Design into delivery	<i>The work was completed almost exactly as designed. The design should have anticipated that the depth of chlorinated concrete and depth of cover to reinforcing bars were similar. To reduce the likelihood of the concrete repair failing, additional concrete had to be broken out so the repair could start behind the reinforcement. This should have been anticipated at the design stage. The designer should also have anticipated the need to repair high level cracks on the pier, so this could have been included in the works from the start.</i>
5. Options appraisal	<i>The option chosen was best value. There are two crossings of Upper Thames St very nearby, one of which is indoors, through a hotel, with level access also provided. These served as diversion routes during the project.</i>
6. Procurement route	<i>The term contractor was used to deliver this project, to allow a faster start on site. Permissions were obtained quickly, and FM Conway made good use of the closures to complete repainting work. However, their management of their subcontractors wasn't good, and the site was then left empty for two months (and unable to be reopened to the public as the stair nosings had been damaged) before they were able to get the sub-contractors on site. As FMC have a presence in the city and delivered other projects from the same site offices, their overheads for the two extra unproductive months on site wasn't punitive as it would be if this had been an independent project.</i>
7. Skills base	<i>The project was managed without the need for external resources. The designers visited site occasionally.</i>
8. Stakeholders	<i>Letters were sent out to neighbouring properties to warn of the works. There were a few complaints about the length of the delay and some letters had to be reissued as the originals were not received.</i>

Variation Review

9. Assessment of project against key milestones	<i>Despite the two month delay on site, the works were completed within the G5 programme and budget.</i>
--	--

10. Assessment of project against Scope	<i>All the work specified was completed. There are two cracks in the pier which will be repaired as separate work. These repairs will require a small scaffold tower and should take a week or less to complete. They weren't included in the original scope of works, and FM Conway were not able to add them into this project without delaying completion.</i>
11. Risks and issues	<i>None of the anticipated risks occurred. No unidentified risks occurred. A costed risk provision of £66,200 was requested at G5. None of this was used.</i>
12. Transition to BAU	<i>N/A</i>

Value Review

13. Budget	<table border="1"> <tr> <td><i>Estimated Outturn Cost (G2)</i></td> <td>Estimated cost: £1,078,000 (risk not identified at that stage)</td> </tr> </table>		<i>Estimated Outturn Cost (G2)</i>	Estimated cost: £1,078,000 (risk not identified at that stage)																					
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14. Investment	<i>N/A</i>																								
15. Assessment of project against SMART objectives	<p><i>The G2 SMART objectives were:</i></p> <ul style="list-style-type: none"> • Fully repair the movement joint. • Repairs completed on time (by January 2019) and to budget. <p><i>This was achieved, although there was a delay in completion against the Gateway 2 timescales, as a result of:</i></p> <ul style="list-style-type: none"> • Project on hold because of the fundamental review. • Pricing delayed until the highways term contract commenced in July 2022. 																								

	<ul style="list-style-type: none"> G5 committee approval needed because of increase in works cost. <p>Work was completed in November 2023.</p>
16. Key benefits realised	<i>No key benefits were listed in the G2 report. The project has achieved its objectives.</i>

Lessons Learned and Recommendations

17. Positive reflections	<i>The quality of the finished work was high.</i>
18. Improvement reflections	<p><i>The delay to the works had a greater impact on the City and local residents than it did on FM Conway. The cost of the two months with no-one on site was not punitive for FM Conway, given that they are operating several sites throughout the City at the same time.</i></p> <p><i>TfL funding was agreed for this project. An offer to fund £269k was made in September 2022, dependent on the works being completed by March 2023. However, FM Conway's quotation for the works came in at £410k. Committee approval for these increased costs was required and would have increased the programme – preventing completion by 31 March 2023. We therefore missed out on TfL funding. We were able in the end to bring FM Conway's works costs down, e.g. by working from mobile platforms rather than a full scaffold of the structure, but we did miss out in the TfL funding as the timescales were quite short and our procedures too lengthy to comply.</i></p>
19. Sharing best practice	<i>The engineering team discusses progress on projects, sharing what has worked or failed and what we would do differently for future projects. These discussions are held with other teams where required.</i>
20. AOB	<i>None.</i>

Appendices

Appendix 1	Project Coversheet
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Contact

Report Author	Trina deSilva
Email Address	trina.desilva@cityoflondon.gov.uk
Telephone Number	020 7332 3049

Appendix 1 – Project Coversheet

[1] Ownership & Status

UPI: 11788

Core Project Name: Dominant House Footbridge Future Options

Programme Affiliation (if applicable): none

Project Manager: Trina deSilva

Definition of need: Repair fault which has led to spalling on footbridge support

Key measures of success: No further spalling of concrete

Expected timeframe for the project delivery: Project put on hold with the fundamental review. Pricing delayed until term contract commenced in July 2022. G5 approval needed with increase in works cost. Work completed in November 2023.

Key Milestones:

Gateway 5 *October/November 2022*

Completion *November 2023*

Are we on track for completing the project against the expected timeframe for project delivery? N

Has this project generated public or media impact and response which the City of London has needed to manage or is managing? Yes, we were in contact with neighbouring properties, particularly with the delay to the works.

[2] Finance and Costed Risk

Headline Financial, Scope and Design Changes:

'Project Proposal' G1/2 report (approved by Projects Sub Committee 31/01/2017):

- Total Estimated Cost (excluding risk): £1,078,000
- Resources to reach next Gateway (excluding risk): £33,000
- Spend to date: none
- Costed Risk Against the Project: none
- CRP Requested: none
- CRP Drawn Down: none
- Estimated Programme Dates: completion January 2019

'Issues Report' (as approved by Projects Sub Committee 16/05/2018)

- Total Estimated Cost (excluding risk): no change reported
- Resources to reach next Gateway (excluding risk): £54,257
- Spend to date: £24,410
- Costed Risk Against the Project: none
- CRP Requested: none
- CRP Drawn Down: none
- Estimated Programme Dates: no change reported

High chloride levels were discovered in the bridge. Further concrete tests were required to determine the extent of the high chloride levels.

Project put on hold due to Fundamental review

‘Options Appraisal and Design’ G3-4 report (as approved by PSC 23/07/2021):

- Total Estimated Cost (excluding risk): £340,864
- Resources to reach next Gateway (excluding risk): £18,000
- Spend to date: £60,011
- Costed Risk Against the Project: none
- CRP Requested: none
- CRP Drawn Down: none
- Estimated Programme Dates: completion expected December 2022

Scope/Design Change and Impact: none

‘Authority to start Work’ G5 report (as approved by OPPSC 06/03/2023):

- Total Estimated Cost (excluding risk): £508,437
- Resources to reach next Gateway (excluding risk): £436,183
- Spend to date: £58,471
- CRP Requested: £66,200
- CRP Drawn Down: £0
- Estimated Programme Dates: works on site August – November 2023

Scope/Design Change and Impact: none

Total anticipated on-going commitment post-delivery [£]: no additional impact. The structure will continue to be maintained within the usual highway structure inspection and maintenance programmes.

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City of London Corporation Committee Report

<p>Committee(s): Planning & Transportation (For Decision)</p> <p>Licensing (For Information)</p>	<p>Dated: 05 November 2024</p> <p>31 October 2024</p>
<p>Subject: Business and Planning Act 2020, as amended by Levelling Up and Regeneration Act 2023. Alfresco Dining Policy 2024</p>	<p>Public report: For Decision</p>
<p>This proposal:</p> <ul style="list-style-type: none"> • delivers Corporate Plan 2024-29 outcomes • provides statutory duties • provides business enabling functions 	<ul style="list-style-type: none"> • Corporate Plan Outcomes: <ol style="list-style-type: none"> 1. Diverse Engaged Communities 2. Dynamic Economic Growth 3. Vibrant Thriving Destinations 4. Providing Excellent Services • Statutory duties under Business and Planning Act 2020 • Providing the hospitality industry to option to extend floorspace externally.
<p>Does this proposal require extra revenue and/or capital spending?</p>	<p>No</p>
<p>If so, how much?</p>	<p>£ N/a</p>
<p>What is the source of Funding?</p>	<p>N/a</p>
<p>Has this Funding Source been agreed with the Chamberlain's Department?</p>	<p>No</p>
<p>Report of:</p>	<p>Gavin Stedman Port Health and Public Protection Director</p>
<p>Report author:</p>	<p>Aggie Minas Licensing Manager</p> <p>Joe Mannix Licensing Policy Officer</p>

Summary

Following the enactment of the Levelling Up and Regeneration Act 2023, the Business and Planning Act 2020 was amended to make Pavement Licensing a permanent licensing regime. As such, the Alfresco Dining and Drinking Policy 2020 was reviewed and refreshed by officers, amended and brought to this Committee on 23 July 2024.

It was resolved by members that the Policy should go out to consultation for a period of 4 weeks to be considered and commented on, by responsible authorities and the public. The consultation ran from 16th September to 13th October 2024. A Public Consultation Analysis is attached as Appendix 3 and details the proposed outcomes to be approved by this Committee, and to be noted by the Licensing Committee.

Recommendation(s)

Members are asked to:

- Note the report, and the changes made to the Alfresco Eating and Drinking Policy (Appendix 2) having considered the comments of Responsible Authorities.
- Agree the proposed changes, contained in the Consultation Analysis (Appendix 3).
- Approve the Alfresco Eating and Drinking Policy (Appendix 1).

Main Report

Background

1. The Business and Planning Act 2020 (“the Act”), was amended by the Levelling-up and Regeneration Act 2023 on the 31 March 2024. The Act made a number of amendments to the process, duration, fees, application consultation period, determination period, officer decisions and enforcement powers.
2. The Alfresco Eating and Drinking Policy 2024 (“the Policy”) was reviewed against the Government Pavement Licensing Guidance and Legislation. The Transport for London Pedestrian Comfort Guidance was also considered, to ensure the Square Mile is both inclusive and accessible to all.
3. At the last Planning & Transportation Committee meeting, on 23 July 2024, it was resolved that the Policy Documents should be consulted on with the public and responsible authorities for a period of 4 weeks, with the result of that consultation brought back to this meeting. It was further resolved that the Licensing Service explores the option of establishing a new Sub-committee consisting of Members drawn from this Committee and the Licensing Committee, with the purpose of hearing any appeals made by applicants against officer decisions to partly grant or reject pavement licence applications, and to bring a proposal to the next meeting of this Committee.

4. The public consultation was carried out from 16 September 2024 to 13 October 2024. Responsible authorities were invited by email to review the Policy and make comment, or recommendations. The public consultation was held on the Commonplace platform and the results are set out in this report.
5. Officers have commenced work on exploring the options of establishing a new sub-committee to hear appeals against officer decisions. This work is still ongoing, and a report will be brought back to this Committee at a later date. In the meantime, appeals will continue to be heard by the Director of Port Health and Public Protection.

Current Position

6. The proposed Alfresco Eating and Drinking Policy (“the Policy”) is attached at Appendix 1 and contains the proposed changes that resulted from the public consultation. Appendix 2 details all changes made, with reasoning, to the Policy since the Committee last reviewed the document.
7. A Consultation Analysis was carried out and is attached at Appendix 3. This document details the responses received from the public consultation, and the proposed outcomes from the consultation based on those responses.
8. An Equality Impact Analysis was completed to ensure that the City Corporation’s Public Sector Equality Duties are fulfilled with regards to this Policy, and this document is attached at Appendix 4.
9. The Committee may review the public consultation analysis and agree the changes that the document concludes. The proposed outcomes are evidenced by the responses received, and reasoning for them is included.

Proposals

10. It is recommended that the proposed Policy be approved in its current format, to promote the objectives of the City Corporation’s Corporate Plan 2024-2029 and be presented to the Licensing Committee for information.

Corporate & Strategic Implications –

Strategic implications – There are a number of Corporate Plan objectives that are achieved through the adoption of the Policy, namely:

- **Diverse Engaged Communities:** Pavement licensing can increase community engagement, by providing local businesses opportunities to create spaces that encourage social and economic diversity by attracting people from different backgrounds, to foster a sense of belonging and inclusivity to residents, visitors and workers in the Square Mile.
- **Dynamic Economic Growth:** Pavement licensing supports local business by encouraging them to thrive by expanding their operations and reaching new

customers; creating vibrant and inviting outdoor spaces that attract investors and businesses to the area stimulating economic growth.

- **Vibrant Thriving Destination:** Pavement licensing enhances public spaces and contributes to the creation of vibrant and welcoming cultural scenes, attracting visitors, residents and workers within the Square Mile seven days per week.
- **Providing Excellent Services:** The Policy provides a positive framework that supports local business in generating revenue but also provides clear boundaries to encourage good practice and support to businesses to achieve compliance and prevent enforcement action. Support can be provided from the initial point of interest, before an application has been submitted to provide excellent services to the businesses, residents and visitors of the Square Mile.

Financial implications – None.

Resource implications – None.

Legal implications – None.

Risk implications – None.

Equalities implications – An Equality Impact Assessment has been carried out, and a positive impact on protected groups has been indicated.

Climate implications – None.

Security implications – None.

Conclusion

11. The Alfresco Eating and Drinking Policy is a crucial tool for the City Corporation to manage and regulate the use of outdoor spaces by businesses for the consumption of food and drink. Our policy helps to balance the needs of businesses, residents, and visitors, ensuring that the public realm is safe, accessible, and enjoyable for all.
12. The policy allows us to promote economic growth by allowing businesses to expand their operations and attract customers, whilst enhancing public spaces ensuring these activities are carried out in a way that complements the character and appearance of the area.
13. Furthermore, the Policy allows the City Corporation to manage public safety through the issuance of pavement licences by setting standards for the design, layout, and operation of licensed outdoor areas to minimize risks to the public.
14. The Policy also allows us to address our communities' concerns, by considering the impact of the activities on residents and visitors, including noise levels, waste management and accessibility, ensuring inclusive and thriving outdoor spaces in the Square Mile to support the delivery of the City's Corporate Plan 2024-2029.

Appendices

- Appendix 1 – Alfresco Eating & Drinking Policy 2024
- Appendix 2 – Consultation Analysis

- Appendix 3 – Summary of Changes
- Appendix 4 – Equality Impact Assessment

Background Papers

- [Business and Planning Act 2020 as amended by Levelling Up and Regeneration Act 2023: Permanent pavement licence regime.](#) – 23 July 2024
- [Ministry of Housing, Communities and Local Government and Department for Levelling Up, Housing and Communities Pavement Licensing Guidance](#) – 02 April 2024
- [Transport for London's Pedestrian Comfort Guidance for London, Version 2](#) – 2019

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City of London

Alfresco Eating and Drinking Policy

Pavement Licensing

Business and Planning Act 2020

November 2024



Contents

Paragraph	Title	Page
	Foreword	3
1	Introduction	4
2	Legal Background	5
3	Scope for pavement licensing in the City of London	5
4	Definitions	8
5	Other regulatory consents	9
6	Application process	10
7	Application fee	12
8	Consultation	13
9	Determination	13
10	Duration of licence	15
11	Conditions	15
12	Enforcement/Revocation	15
13	Counter Terrorism Advice	16
14	Managing Outside Eating and Drinking	17
	Appendices	
Appendix A	City of London Standard Conditions	19
Appendix B	Default No Obstruction Conditions	20
Appendix C	Site Notice Template	22
Appendix D	Counter Terrorism Advice for Risk Assessment	23

Foreword

“As the City becomes a 7-day destination, I am delighted that we are able to develop this policy to create new, inclusive al-fresco dining spaces that work well for everyone. The vibrancy of outdoor dining on City streets is welcome, balanced with social spaces that continue to be safe and accessible for all workers, residents and visitors to the City. We offer continued support for a thriving City, that is a world-class centre for business”

Shravan Joshi, Chairman of Planning and Transportation Committee

“A world-class hospitality offering is a fundamental element of the Square Mile. It is why people enjoy working and visiting the Square Mile and underpins it as a place to be. Outdoor dining is playing a leading role in the City’s vibrant offer, the City Corporation has been supportive wherever we can to facilitate hospitality spaces to meet and connect”

James Tumbridge, Chairman of Licensing Committee

1. Introduction

- 1.1. The City of London Corporation (the City Corporation) is the governing body of the Square Mile, which has a global status as a financial powerhouse and is home to a world-leading business district. It also has a vibrant and thriving hospitality offer, with a range of outstanding restaurants, cafes, hotels, pubs, and bars, and an unrivalled history and heritage with a plethora of national cultural landmarks and icons.
- 1.2. Through its Corporate Plan 2024-2029, the City Corporation is dedicated to delivering its licensing service within the context of the '*Vibrant Thriving Destination*' and '*Flourishing Public Spaces*' outcomes, attracting businesses and people to safe, secure, and dynamic locations. It has committed to using its planning and licensing powers to create new, inclusive public spaces that are welcoming for all, and provide a leisure offer where everyone prospers.
- 1.3. The City Corporation's Destination City Programme sets out a vision for the Square Mile to become a world-leading leisure destination for UK and global visitors, workers, and residents to enjoy. The programme proposes radical changes to the Square Mile's streets, with wider pavements, al-fresco dining, and first-class infrastructure for pedestrians and cyclists.
- 1.4. The City Corporation's Transport Strategy sets out how the City's streets will be designed and managed to prioritise the needs of people walking and deliver a public realm that inspires and delights, ensuring streets are accessible to all and provide an attractive space for the City's diverse community to come together.
- 1.5. Outdoor dining is a key feature to the economic growth of the hospitality sector and the City of London has seen an increased demand for outside space by businesses wanting to place tables, chairs, and other furniture associated with the sale and consumption of food and drink, on the highway to attract customers and boost trade. The City Corporation recognises the positive contribution and vibrancy that outdoor hospitality brings to its streets, creating attractive and successful places for people to socialise in.
- 1.6. This policy statement sets out the framework within which the City Corporation will consider the grant of pavement licences under the provisions of the Business and Planning Act 2020.
- 1.7. Through this policy, which has regard to the Public Sector Equality Duty under the Equality Act 2010, the City Corporation seeks to balance the need to support businesses in optimising the use of external space with that of:
 - a) providing safe, accessible, inclusive, and comfortable spaces for pedestrians
 - b) addressing the needs of those with disabilities, or those, for example, with children in pushchairs
 - c) ensuring that no noise from use of external areas causes a public nuisance to persons living or working in the area.

2. Legal Background

- 2.1. Part 1 of the Business and Planning Act 2020 (the Act), sets out the provisions that enable businesses to obtain permission, in the form of a pavement licence, to place removable furniture such as tables and chairs on the pavement adjacent to their premises, for the purposes of selling, serving, and permitting the consumption of food or drink, supplied from, or in connection with the use of the premises.
- 2.2. In exercising its functions under Part 1 of the Act, the City Corporation must have regard to guidance issued by the Secretary of State, and this policy aligns with the Government's published guidance on pavement licences.

3. Scope for pavement licensing in the City of London

- 3.1. **City Streets:** With a unique street layout, often comprising of narrow lanes following their original medieval design, surrounded by large high-rise buildings and with high volumes of pedestrians, the Square Mile faces many challenges which are not present in other areas of London.
- 3.2. **Footfall:** The City of London has a high footfall level of circa 500,000 workers daily, so it is important to maintain an accessible and safe pedestrian comfort level for the public.
- 3.3. When considering whether to issue a pavement licence, the City Corporation will have regard to the following principles:
 - a) **Accessibility:**
 - the width of the highway and the needs of disabled people
 - suitable access to all members of the public using the highway, e.g. the visually impaired, or those using wheelchairs, mobility scooters, and pushchairs.
 - any need for barriers to separate furniture from the rest of the footway so that the visually impaired can navigate around furniture.
 - any conflict of street furniture with the principal lines of pedestrian movement particularly for disabled people, older people, and those with mobility needs.
 - the volume of pedestrian footfall especially at peak times
 - the presence of existing street furniture
 - b) **Public safety:**
 - the proximity and nature of any road junctions and pedestrian crossings
 - any counter terrorism mitigations
 - the potential for localised overcrowding of the highway
 - the risk of people stepping into the carriageway

- the number of other permissions issued for areas in or near the proposed permitted area.
- c) **Public amenity:**
- protecting the character of historic areas and buildings
 - the location of schools
 - the location of any new or existing public seating or spaces nearby.
- d) **Public nuisance**
- the potential to create nuisance to neighbouring occupiers through noise, anti-social behaviour, or litter.
- e) **Public Highway**
- any temporary or permanent changes to the existing street layout as a result of public realm / highways works.

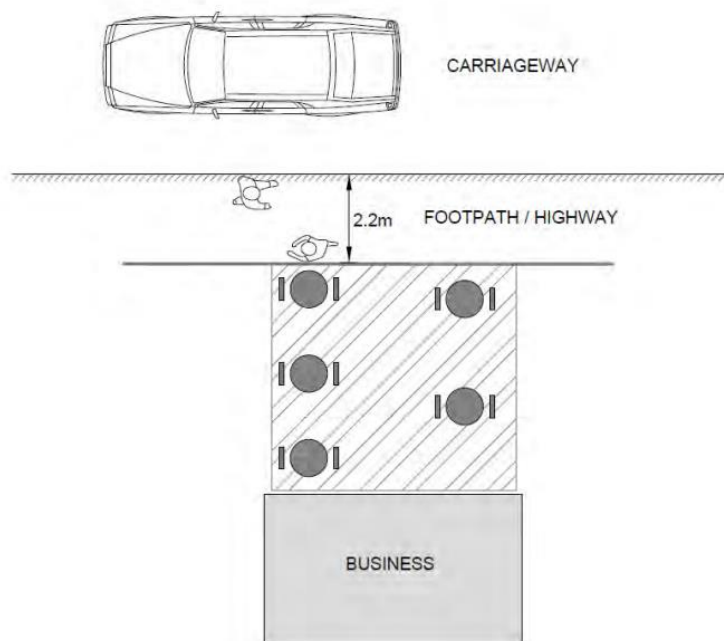
3.4. **Pedestrian comfort level and unobstructed footway width:**

- a) As a guide, the City Corporation recommends that a minimum width of 2.2 metres should be maintained on all footways for pedestrian use. This means that where a business occupies pavement space with furniture, there must be a minimum of 2.2 metres of unobstructed space between the edge of the furniture and the edge of the pavement or to the edge of another obstruction (e.g. bike rack).
- b) In exceptional circumstances, a pavement licence may be considered where there is less than 2.2m of unobstructed highway but it will be for the applicant to justify why the City Corporation should depart from its policy, considering the standards set out in subparagraphs (c) and (d) below, to ensure sufficient space for the safe, accessible, and comfortable movement of people. Each application will be determined on its own merits.
- c) In determining accessibility, the City Corporation will apply the standards recommended in the [Department for Transport Inclusive Mobility guide](#).
- d) In determining comfort levels, the City Corporation will apply the minimum level of B+ as recommended in [Transport for London's Pedestrian Comfort Guidance](#) and incorporated in the City of London Transport Strategy. This provides enough space for people to feel comfortable when walking at a typical pace and for them to be able to choose where to walk. Below this level, conflicts between people walking become frequent, walking is increasingly uncomfortable and frustrating and can lead to people stepping into the carriageway.
- e) In some areas where footfall is generally higher, for example around London Underground and National Railway station entry/exit points, an unobstructed footway of more than 2.2 metres may be required, or licences might be time-limited to avoid busy times. This is to prevent

footways from becoming congested. Each application will be considered on its own merits.

- f) Where a pavement licence has been granted with a minimum 2.2 metre of unobstructed footway and there is evidence of congestion on that footway to the detriment of pedestrian safety or comfort, the City Corporation may require that some or all the furniture is removed from the pavement to facilitate the safe and comfortable flow of pedestrians.

3.5. Many City streets are too narrow to accommodate pavement licences whilst meeting the minimum restrictions set out in paragraph 3.4 above. Unless exceptional circumstances apply, applications should only be made in respect of City streets which are wide enough to accommodate furniture and maintain a minimum of 2.2 metre width for pedestrians passing in either direction. This illustration sets out the City Corporation's requirements:



- 3.6. **Licensing Hours:** The City Corporation will generally only consider applications for pavement licences between the hours of 07:00 and 23:00. This is to minimise the potential for crime and disorder and public nuisance.
- 3.7. Where the proposed site is in close proximity to residential or other sensitive receptors, a later start or earlier end hour may be specified by the licensing authority.
- 3.8. If a request is made for a pavement licence outside the hours of 07:00 and 23:00, the applicant must provide a statement with their application setting out reasons why the City Corporation should deviate from this policy.

4. Definitions

4.1. **Pavement licence:**

A pavement licence is a licence granted by the City Corporation, or deemed to have been granted, which allows the licence-holder to place removable furniture on part of a relevant highway adjacent to the premises in relation to which the application was made. A licence permits the holder to use furniture placed on the highway to sell or serve food or drink and/or allow it to be used by persons for consumption of food or drink supplied from, or in connection with the use of the premises.

4.2. **Eligible persons / businesses:**

- a) A person (includes a body corporate) who uses or proposes to use any premises (a) as a public house, wine bar or other drinking establishment, or (b) for the sale of food or drink for consumption on or off the premises can apply for a licence. Eligible businesses include public houses, cafes, bars, restaurants, snack bars, coffee shops, and ice cream parlours.
- b) Businesses that do not use their premises for the sale of food or drink, e.g. hair salons or opticians, are not eligible for a pavement licence.

4.3. **Eligible locations:**

- a) Licences can only be granted in respect of highways listed in Part 7A of the Highways Act 1980. Generally, these are footpaths restricted to pedestrians or are roads and places to which vehicle access is restricted or prohibited. In the City of London this includes the footpaths, certain carriageways, and city walkways¹.

¹ City Walkway can sometimes refer to private land maintained by the City Corporation through legal agreement. In such cases the applicant will need to provide written consent from the landowner and/or occupier before a licence can be granted.

- b) Highways maintained by Network Rail or over the Crown land are exempt so a licence cannot be granted.
- c) A pavement licence will not be considered on a live road or carriageway to which vehicles have access. There may be potential to time restrict vehicular access and/or fully pedestrianise roads through a Traffic Management Order under the Road Traffic Regulations Act 1984, and such order would need to be sought and issued in advance of a pavement licence application.

4.4. **Furniture:** Furniture that may be used includes:

- a) counters or stalls for selling or serving food or drink;
- b) tables, counters or shelves on which food or drink can be placed;
- c) chairs, benches¹ or other forms of seating that meet accessibility standards;

- d) umbrellas, planters, barriers², heaters³ and other articles used in connection with the outdoor consumption of food or drink;

¹ **Benches** generally do not meet accessibility standards and permission for these will likely not be granted by the City Corporation.

² **Barriers** - it is the City Corporation's policy not to permit poles and barriers as they provide additional obstructions in our narrow streets. However, in exceptional circumstances, some barriers may be considered where they assist in containing customers within the authorised area or they provide visual or fully rated mitigation from vehicle attack.

Barriers must not contain any advertising material.

³ **Heaters** - in order to support the hospitality sector during the winter months, the City Corporation will allow patio heaters. For environmental reasons, it is preferable to use zero / low carbon emitting electric heaters although gas heaters will be permitted if there is no easy electric supply to the pavement licensed area. Where it is proposed to use patio heaters, a risk assessment must be submitted with the application.

- 4.5. The furniture must be removable, which in principle means it is not a permanent fixed structure, is able to be moved easily and stored away at night.
- 4.6. Businesses that wish to place non-removable/fixed furniture on the highway must apply for permission under the Highways Act 1980.
- 4.7. Advertising boards or (A Boards) are not included in the definition of furniture within the pavement licence regime.

5. Other regulatory consents

- a) **Sale of alcohol:** Where a business has a premises licence to sell alcohol under the Licensing Act 2003, the sale of alcohol does not automatically extend to the external area covered by a pavement licence. If a business wants to sell alcohol in the pavement licence area, they must apply to vary their premises licence to permit this.
- b) **Food registration:** food businesses must have a food premises registration with the City Corporation.
- c) **Planning Permission:** A pavement licence when granted, or deemed to be granted, benefits the licence holder with deemed planning permission to use the land for anything done pursuant to the licence whilst the licence is valid.
- d) **Street Trading:** Anything done by the licence holder under the terms of a pavement licence will not be street trading for the purpose of the City of London (Various Powers) Act 1987 as amended by the City of London (Various Powers) Act 2013.
- e) **Public Sector Equality Duty:** Any business that applies for a pavement licence will also need to have regard to their duties under the Equality Act

2010, such as their duty under section 29 of the Act not to discriminate in providing their service and the duty to make reasonable adjustments.

6. Application process

First time licence grants and all applications made by existing licence holders (with the exception of renewals¹)

6.1. An application is considered to be a first-time licence grant if it is made by:

- a) a person or company who does not already hold a licence, or
- b) the application is in respect of premises for which the applicant does not hold an existing licence².

6.2. An application is considered to be made by a person or company who already holds a pavement licence if:

- a) it is in respect of premises to which an existing licence relates, and
- b) the licence holder is seeking a separate/second licence for an area not already covered by the existing licence, or
- c) the licence holder is seeking to amend the terms and conditions³ of the licence either at the point of renewal or at any time during the duration of the licence.

¹ there is a separate, streamlined renewals process for existing licence holders seeking to renew their pavement licence on the same terms and conditions as before (paragraphs 6.4 – 6.6 below)

² there is no power within the Act to transfer a pavement licence. If the business is sold, the new owner must apply for a new licence grant.

³ there is no power within the Act to vary a pavement licence. If an existing licence holder wishes to amend the terms and conditions of their licence, this must be made as an application for a new licence but will be subject to the fee applicable to an existing licence holder.

6.3. The following information must be provided as part of the application:

- a) Applicant details including name and address. The date of the application is auto generated by City Corporation's pavement licensing portal.
- b) Business premises details including trading name, address, and purpose for which the furniture will be used.
- c) Details of the relevant highway area to be used by the business.
- d) Where the land is City Walkway, evidence that the applicant has permission of the owner. Where evidence is unclear the applicants may be required to provide further evidence including, but not limited to, the land registry title.
- e) A location plan of the premises with the proposed area of highway to be used shown by a red line, so the application site can be clearly identified,

together with:

- The positions and number of proposed tables and chairs, together with any other furniture to be placed on the highway.
 - The plan does not have to be to scale but it must include clear measurements of, for example, furniture, pathway width/length, building width and any other fixed item in the proposed area. **See illustration in paragraph 3.5 above.**
 - Fire exits of premises as well as those of neighbouring properties if affected by the area of highway to be used.
- f) Description of and photos or brochure images showing the proposed type of furniture and information on potential siting of it within the area applied. **All furniture should be non-reflective and of reasonable substance such that it cannot easily be pushed or blown over by the wind, and thereby cause obstruction.**
- g) Proposed days and hours of highway use for the placing of furniture
- h) Evidence that the applicant has met the requirement to give notice of the application (for example photographs of the notice outside the premises and of the notice itself);
- i) A declaration that the applicant has a current certificate of public liability insurance against the insured's legal liability for death of or bodily injury to or disease contracted by a third party and/or loss of or damage to a third party properly arising out of or in the course of or in connection with the carrying out of the insured's business at the application premises and pavement licence site:
- Inclusion of an indemnity to Principals Clause operative at the request of the insured.
 - A minimum limited of indemnity for any one occurrence of £5,000,000.00

Renewal applications

6.4. An application is considered to be a renewal application if:

- a) it is made by the existing licence holder, and
- b) it is in respect of premises to which the existing licence relates, and
- c) it is made before the expiration of the existing licence, and
- d) it is for the licence to begin on the expiry of the existing licence and on the same terms.

6.5. The following information must be provided as part of the application:

- a) applicant details including name and address.
- b) business premises details including trading name and address.

- c) the licence number of their existing licence
 - d) a declaration that they are applying to renew the licence on the terms as existing.
 - e) a declaration that their certificate of public liability insurance is still valid and provide the certification number.
- 6.6. There is no deemed continuation of a pavement licence beyond its expiry date. Licence holders should therefore apply to renew their licences at least 28 days in advance of the expiry of their existing licence to ensure there is no unlicensed period when furniture can't be placed on the highway.
- 6.7. If a licence holder fails to apply to renew their licence before the expiry date of the existing licence, they must apply for a new licence.

All applications

- 6.8. All applications must be made to the City Corporation using our online platform at www.cityoflondon.gov.uk.
- 6.9. An application will only be deemed valid when submitted in the correct manner as set out above, with all sections of the form completed and it is submitted with all required documents and the statutory fee. If the supporting material is incomplete, the statutory timelines will not commence until the application is deemed valid by the licensing authority.

Change of circumstances

- 6.10. If a licence holder's name or address changes, e.g. company change of registered office address, this does not require an application to be submitted, but it should be notified to the City Corporation by way of email at licensing@cityoflondon.gov.uk so that the licence document can be updated.

7. Application Fees

- 7.1. **First time licence grants** (as defined in paragraph 6.1 above):

The application fee is £500.

- 7.2. **Applications made by existing licence holders in respect of premises to which that licence relates** (as defined in paragraph 6.2 above):

The application fee is £350.

- 7.3. **Renewal applications** (as defined in paragraph 6.4 above):

The application fee is £350.

8. Consultation

- 8.1. The applicant is encouraged to talk to neighboring businesses and occupiers prior to applying to the local authority, and to take any issues around noise, and nuisance into consideration as part of the proposal.
- 8.2. A public consultation period of 14 days will commence the day after a **valid application** is made to the City Corporation. Bank holidays, Christmas day and Good Friday will not be counted as part of the 14 days.
- 8.3. The City Corporation will publish the application on its website during the 14-day consultation period. The last date for representations will be made clear and representations will not be accepted after this date.
- 8.4. The applicant must fix a notice of the application to the premises so that it is readily visible and can be read easily by members of the public for the duration of the 14-day consultation period. A template is attached as Appendix C. **The applicant must email the City Corporation evidence that the notice has been fixed.**
- 8.5. In addition to the statutory consultation with the Highways Authority (where the authority is not the City Corporation), the following will also be consulted:

City of London Police
City of London Counter Terrorism Security Advisors
Pollution Control Team
Commercial Environmental Health Team
Access Team
City Surveyors
Street Environment Team
Planning & Transportation Team
Other agencies as required by the individual merits of an application.
- 8.6. Applications will also be added to the licensing application bulletin email for wider distribution.
- 8.7. During the consultation period, representations relating to the application may be made by any person or interested party. The City Corporation must consider any representations received during the public consultation period when determining the application.

9. Determining the application

- 9.1. A site assessment may be carried out by an authorised officer to ensure that no obstruction to the highway would be caused by licensing the proposed site. The site assessment will take into consideration some or all of the principles and criteria set out in paragraph 3, and the conditions set out in paragraph 11.

- 9.2. Any representations made during the consultation period will be taken into consideration. Representations that do not relate directly to the granting of a pavement licence may be given less or no weight when determining an application. Representations received outside the consultation period will be disregarded.
- 9.3. The City Corporation may
- a) grant the licence in respect of any or all of the purposes specified in the application,
 - b) grant the licence for some or all of the part of the highway specified in the application, or
 - c) reject the application.

Any licence granted will be subject to the City Corporation's published standard conditions.

- 9.4. The City Corporation must determine an application within a 14-day determination period. Decisions will be communicated to the applicant by way of email before the determination period ends. Where an application is partly granted or rejected, reasons will be set out in the decision letter.
- 9.5. If the City Corporation does not determine an application by the end of the 14-day determination period, the licence is deemed to be granted by the City Corporation.
- 9.6. A person may apply for further pavement licences in respect of the same premises, provided that the determination period for any previous application made has ended.
- 9.7. A licence holder may surrender a pavement licence at any time by email notification to the City Corporation at licensing@cityoflondon.gov.uk . If a fee has been paid for the licence, there will be no refund of the fee where a licence is surrendered.
- 9.8. The City Corporation will reject a pavement licence where the site is deemed unsuitable or unsafe having applied the criteria set out in paragraph 3, the conditions in paragraph 11 cannot be met, or if representations are made which raise issues that cannot be mitigated by way of conditions. If a fee has been paid, it will not be refunded where an application is rejected.
- 9.9. There is no statutory right of appeal against a decision to partly grant or reject an application. If an applicant is aggrieved by the Licensing Service determination of their pavement licence application, or they consider there to be exceptional circumstances to justify a departure from this Policy, they can request an internal review of the decision. Such requests should be sent to the Licensing Service at licensing@cityoflondon.gov.uk setting out clear reasons for the review. The Licensing Service will arrange for the review to be

considered within 20 working days of the request. The applicant may be requested to provide additional information to assist their case.

10. Duration of licence

- 10.1. New pavement licences will usually be granted for a period of 12 months, commencing the day after the last date for determination, unless a shorter period is specified on the application.
- 10.2. Where there are plans for future changes in the use of road space, or other good reasons are identified during the consultation process, a licence may be granted for a shorter period of time. In such circumstances, the duration of licence will be determined on the individual merits of the application.
- 10.3. If the City Corporation fails to determine an application for a new licence before the last date for determination, the licence will be deemed granted for a period of 24 months, commencing the day after the last date for determination.
- 10.4. Renewal licences will be issued for a period of 12 months commencing the day after the expiry of their existing licence.

11. Conditions

- 11.1. All conditions set out in this section will apply to any pavement licence granted or deemed to have been granted by the City Corporation.
- 11.2. **City of London Standard Conditions:** The City Corporation's standard conditions applicable to all pavement licences granted or deemed granted are attached as Appendix A.
- 11.3. **Default Conditions as set out Section 5(4) and 5(6) of the Act:** The default 'no obstruction' and 'smoke-free seating' condition is set out in Appendix B.
- 11.4. **National Conditions as provided by the Secretary of State:** The Secretary of State, in exercise of his powers under [clause 5(8)] of the Act, may make provisions for national conditions by way of regulation.
- 11.5. The City Corporation may impose additional conditions to a pavement licence as it considers reasonable and appropriate to a particular case, with the exception of licences deemed to be granted which are subject only to conditions published before the application was made.

12. Enforcement/Revocation of licence

- 12.1. If the licence-holder breaches any condition of a pavement licence the City Corporation may serve a notice on the licence holder requiring measures to be taken to remedy the breach as specified within the notice and within a

specified time scale. If the licence holder fails to comply with the notice, the City Corporation may:

- a) amend the licence with the consent of the licence holder.
- b) take the steps itself to remedy the breach and recover the costs of doing so from the licence holder.
- c) revoke the licence (whether or not a remediation notice has been issued)

12.2. The City Corporation may revoke the licence, or amend it with the licence holder's consent where:

- a) some or all of the part of the relevant highway has become unsuitable for any purpose in relation to which the licence was granted or deemed to be granted;
- b) there are risks to public health and safety or accessibility – for example, a significant security risk has come to light or where increased footfall in an area gives rise to congestion on the highway and the furniture is considered to be an obstruction to the safe, comfortable and accessible movement of pedestrians;
- c) there is anti-social behaviour or public nuisance – for example, the use is increasing the amount of noise generated and litter is not being cleaned up;

12.3. The City Corporation may also revoke the licence if:

- a) the highway is being obstructed (other than by anything permitted by the licence);
- b) it comes to light that the applicant provided false or misleading statements in their application; or
- c) the licence holder did not comply with the requirement to affix the notice to notify the public for the relevant period.

12.4. If furniture is placed on the highway without the authorisation of a pavement licence, the City Corporation will give notice to the business requiring it to remove the furniture before a date specified and to refrain from putting furniture on the highway unless they gain a licence. If furniture continues to be placed on the highway, in violation of the notice, the City Corporation may remove and store the furniture, recover the costs from the business for the removal and storage of the furniture and refuse to return the furniture until those costs have been paid. If within 3 months of the notice, the costs are not paid, the authority can dispose of the furniture by sale or other means and retain the proceeds.

13. Counter Terrorism Advice

13.1 Greater use of open spaces through alfresco eating and drinking may increase the public's vulnerability to a terrorist attack. The threat to the UK from terrorism is assessed by The Joint Terrorism Analysis Centre (JTAC), the UK's independent authority for all-source terrorism assessment. The current threat level should be taken into account when assessing pavement licence applications.

- 13.2 Each pavement licence application should follow the advice set out by the City of London Police (CoLP) Counter Terrorism Security Advisors (CTSA's). Failure to comply with this advice could result in a remediation notice being served on the licence holder, or the licence being revoked (if in the public interest to do so).
- 13.3 Where a licence is granted the licence holder will need to carefully consider the potential for any increase in the threat and vulnerability from terrorism, which could impact on the safety and security of staff, customers and members of the public. The safety and security of staff, customers and members of the public should be covered in the licence holder's counter terrorism risk assessment (sometimes referred to as a Threat and Vulnerability Risk Assessment), details of which are available via the advice set out by the CoLP CTSA. Licensees will be expected to comply with requirements 5 and 6 of Appendix D (CCTV systems and Action Counters Terrorism (ACT) training), as set out in the national guidance 'Counter Terrorism Protective Security Pavement Licence Conditions'. In addition to the national guidance, See, Check and Notify (SCaN) training is also advised. Failure to comply may result in a remedial notice being served on a licence holder or ultimately, revocation of the pavement licence.

14. Managing outside eating and drinking

- 14.1. Under the pavement licensing regime, more pubs, bars, restaurants and cafes in the City of London will take advantage of being able to serve customers outdoors. As a result, there is the potential for an increase in noise and anti-social behaviour. It is essential that licence holders have provisions in place to manage their outside drinking and eating areas to lessen the impact on neighbouring residents and other businesses.
- 14.2. Licence holders are responsible for managing their customers consuming food, alcohol or other beverages outside their premises. It is good practice to have a documented policy on managing outside eating and drinking to include but not limited to:
- a) **Noise from patrons:** Customers smoking, eating and drinking in outdoor areas including the public highway should be monitored by staff to prevent public nuisance. Licence holders should display prominent signs asking customer to be respectful of neighbouring property owners and to keep noise to a minimum.
 - b) **Obstruction:** Customers must not be allowed to obstruct the highway or the doorways of neighbouring residential, commercial or office premises. Customers queueing to enter premises must be managed to prevent any such obstruction. Customers must not be permitted to congregate on the carriageway causing obstruction to vehicular traffic. Pedestrians must have unobstructed access to the highway and should not be forced to step into the road to pass by.

- c) **Customer safety:** Licence holders may wish to use toughened or polycarbonate glass in outside areas. Staff should monitor outside areas and collect empty glassware regularly. Spillages and or broken glass must be swept away immediately.
- d) **Litter:** Outside areas should be monitored regularly by staff and any litter generated by customers including food wrappers and cigarette butts should be cleaned up regularly and at the end of each evening.
- e) **Theft of personal belongings:** With more customers using external areas, there is more potential for opportunist theft of personal belongings. Licence holders may wish to use chelsea hooks on external furniture, display external signage warning customers of the risk of bag thefts and pick-pocketing. Staff monitoring outside areas should be vigilant at all times and remind customers to look after their personal belongings.

Appendix A

City of London Pavement Licence Standard Conditions

These standard conditions are made pursuant to Section 5(2) of the Act. To the extent that these conditions do not prevent the obstructions specified in section 3(6) of the Act, a pavement licence is granted or deemed to be granted subject to the statutory no-obstruction and smoke-free seating condition.

The term 'furniture' used hereinafter means counters or stalls for selling or serving food or drink; tables, counters or shelves on which food or drink can be placed; chairs or other forms of seating; umbrellas, heaters and other articles such as parasols or planters used in connection with the outdoor consumption of food or drink.

1. This licence must be displayed in a prominent position during any period that furniture is placed on the highway.
2. This licence only permits the area of the highway (the authorised area) and the items of furniture specified on the licence to be used. All furniture is to remain within the authorised area whilst it is in use on the highway.
3. This licence does not imply an exclusive right to the designated area of public highway. The licence may be suspended where necessary to allow highway maintenance, any other necessary remedial work, and special events to take place. When given notice by an officer of the City Corporation or City of London Police, the licensee must remove all furniture from the authorised area during the dates/times specified in the notice. In addition, the licence holder must comply with any request to remove the furniture due to an emergency situation.
4. The furniture must be removed from the authorised area by the licence holder by 23:00 unless an earlier time is specified on the licence. The furniture must be stored off the highway every evening.
5. Furniture must not be placed in any position where it will obstruct a designated fire escape route from any building.
6. The authorised area must be supervised at all times whilst the licence is in use. The licence holder must ensure there are sufficient staff to supervise and control the authorised area to:
 - a. deter and prevent noise nuisance and/or antisocial behaviour
 - b. ensure that the area is kept clean, tidy and free of litter
 - c. ensure that the area is swept and/or gritted in order to prevent slipping in adverse weather conditions
 - d. ensure that food and drink is cleared from unoccupied tables as soon as possible

7. The licence holder must clean the authorised area regularly to prevent staining by anything done pursuant to the licence.
8. The licence holder shall be liable for any damage to the authorised area which the City Corporation considers reasonably attributable to anything done pursuant to the licence and shall reimburse the costs of the City Corporation or its Agents in repairing the same.
9. The licence holder shall be liable for and shall indemnify the City Corporation, their Servants and Agents against:-
 - a) any expense, liability, loss, claim or proceedings whatsoever arising under statute or at common law in respect of personal injury to or the death of any person whomsoever, and
 - b) any expense, liability, loss, claim or proceedings in respect of any injury, loss or damage whatsoever to any person whomsoever or to any property real or personal, arising from the use of the Public Footway for the permitted purpose.

Without limiting the obligation hereunder, the licensee will effect insurance against the matters referred to in this condition to the satisfaction of the Chamberlain of London and will produce to the Chamberlain the policies of insurance so effected and the current premium renewal receipts relative thereto at such times as the Chamberlain shall reasonably require.

10. No advertising material may be attached to, or form part of, any of the furniture.
11. No supplemental lighting may be used in connection with the furniture.

Appendix B

Pavement Licence: Default No Obstruction Condition

Anything done by the licence-holder pursuant to the licence, or any activity of other persons which is enabled by the licence, must not have one of the specified statutory effects debarring grant of the licence, namely the effect of:

- (a) preventing traffic, other than vehicular traffic, from
 - (i) entering the relevant highway at a place where such traffic could otherwise enter it (ignoring any pedestrian planning order or traffic order made in relation to the highway),
 - (ii) passing along the relevant highway, or
 - (iii) having normal access to premises adjoining the relevant highway,
- (b) preventing any use of vehicles which is permitted by a pedestrian planning order or which is not prohibited by a traffic order,
- (c) preventing statutory undertakers having access to any apparatus of theirs under, in, on or over the highway, or
- (d) preventing the operator of an electronic communications code network having access to any electronic communications apparatus kept installed for the purposes of that network under, in, on or over the highway.

Pavement Licence: Default Smoke-free Seating condition

Where the furniture on the relevant highway consists of seating for use by persons for the purpose of consuming food or drink, the licence-holder must make reasonable provision for seating where smoking is not permitted. This might include, but is not limited to:

- (a) Clear 'smoking' and 'non-smoking' areas, with 'no smoking' signage displayed in designated 'smoke-free' zones in accordance with Smoke-free (Signs) Regulations 2012
- (b) No ash trays or similar receptacles to be provided or permitted to be left on furniture where smoke-free seating is identified.
- (c) Providing a minimum of 2m distance between non-smoking and smoking areas.

Appendix C

PUBLIC NOTICE

**Business and Planning Act 2020
Application for a Pavement Licence**

I/We (*name of applicant*), _____

do hereby give notice that on (*date of application*) _____

have applied to the City Corporation for a 'Pavement Licence' at:

(*postal address of premises*)

known as (*trading name of premises*)

The application is for: (*brief description of application eg. outdoor seating to the front of the premises for serving food and drink*)

A copy of my application and associated documents including plan and details of furniture can be viewed on the City Corporation's website at www.cityoflondon.gov.uk. Any person wishing to make representations to this application may do so by email at: licensing@cityoflondon.gov.uk

by: (*date*) _____

(*this must be 14 days from the date of the application not including bank holidays*)

Signed

Dated

Appendix D

Counter Terrorism Advice for Risk Assessment

As part of a counter terrorism risk assessment (in relation to use of outdoor public space for eating and drinking) the licence holder should consider the following:

1. The safe access/egress of staff and customers, and those within nearby premises. Allowances should be made for the rapid dispersal of people in the event of an emergency/incident. Tables, chairs and other furniture should NOT impede this.
2. If the premises becomes busy, creating a queue outside, this must not conflict with customers using the tables and chairs or the adjoining pedestrian footpath. There should be clear guidance provided by the staff to direct patrons away from the roadway(s) accordingly. All staff should be prepared for such an event.
3. Adequate street lighting should illuminate the deployment of tables and chairs.
4. The license holder should liaise with neighbouring properties so they can consider their evacuation procedures, helping to avoid any conflict, and to capitalise on any shared benefits.
5. The pavement license holder will need to ensure that existing CCTV systems are working correctly, are compliant with the Data Protection Act 1998, Information Commissioners requirements and any other local CCTV Code of Conduct produced by the Police or Local Authority. Imagery must be retained for at least 28 days and images produced to a Police Officer or Local Authority Enforcement Officer upon reasonable request. Faults which render the CCTV system or parts of it inoperable should normally be rectified within 24 hours.
6. The pavement licence holder will need to ensure that the management team of the business to which the pavement licence is attached register and successfully complete the nationally recognised counter terrorism training products (referred to as ACT and SCan e-Learning) within 10 days of the notification of the granting of the pavement license, OR can demonstrate that these e-Learning products have been successfully completed within the preceding 12 months, and that all staff employed by, OR at the premises complete these e-Learning products within a reasonable period, not exceeding 3 months from the notification of the granting of the pavement license. E-Learning certificates are provided on successful on-line completion. ACT E-learning can be accessed at the following:
<https://ct.highfieldelearning.com/> and scan.highfieldelearning.com. Further information on free training and awareness can be obtained via the CoLP CTSA on request (CTSA@city-of-london.pnn.police.uk).

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CONSULTATION ANALYSIS

City of London Corporation
Al Fresco Dining and Drinking Policy Review 2024

1. Consultation Background

The City of London Corporation carried out a public consultation on its draft AI Fresco Dining and Drinking Policy using the Commonplace platform. The Consultation ran from the 16th August 2024 to the 13th September 2024.

The Corporation directly invited by email the Elected Members of the City, resident groups and Responsible Authorities to make comment on the proposed policy by email.

2. Executive Summary

The consultation for the AI Fresco Dining and Drinking Policy Consultation provided clarification and confirmation of a number of policy points. Where possible, the proposed amendments to the policy have been made in line with the responses that were received; whilst being cognisant of the requisite requirements of the legislation, guidance and the unique ever developing landscapes that make up of the Square Mile.

As a result of the consultation, it is suggested that the policy document title remain the same but include a reference to Pavement Licensing as a sub-title. Due to how close the results to this question were, this suggestion would serve to placate both points of view.

Overwhelmingly, respondents indicated that they wished for the Corporation to provide pre-application advice. It is suggested that the Corporation provide this function to support businesses, but also to reduce costs to the Corporation in the mid-term and increase the efficiency of applications. At the point of an application's consultation, a substantial number of Officers will be consulted, consider and respond to the application. Where an application requires a response, the requirement in officer time is increased, and duplicated across multiple teams.

It is suggested that 2.2 meters clear pavement width remain the policy presumption. Responses to this indicated that respondents believed it to be an absolute minimum, although the policy is clear that this can be lowered where appropriate.

It is also suggested that the policy hours remain the same, as similarly, there is scope for an application to be granted outside of it where those hours would be a net positive to the locality and applicant.

It is further suggested that licence's continue to be granted for 12 months, owing to the ever changing landscape of the city. As areas develop, the licence may need to change; it is more cost efficient to both the applicant and the corporation to capture this at the point of renewal.

It is suggested that the Policy be amended to include the position on the provision of music, set out in legislation and our Statement of Licensing Policy; and to include the site-specific special consideration procedure used in the application consultation procedure.

It is also suggested that our enforcement procedure be outline within the Policy document, as the theme of enforcement was mentioned multiple times throughout the consultation responses.

3. Consultation Responses

Not every respondent answered every question. The questions asked in the consultation are listed and summarised below, with the respondent conclusion to the question listed and a rounded percentage figure to illustrate the bias for this conclusion.

The consultation portal page was visited 771 times; and received 219 contributions from 209 individual respondents.

Demographic of Respondents

As above, not every respondent answered every question. Some respondents also picked multiple categories. The full respondent demographic data is illustrated below the summary by charts.

Link to the area

Predominantly respondents to the consultation live in the area (37%) or work in the area (32%).

Gender

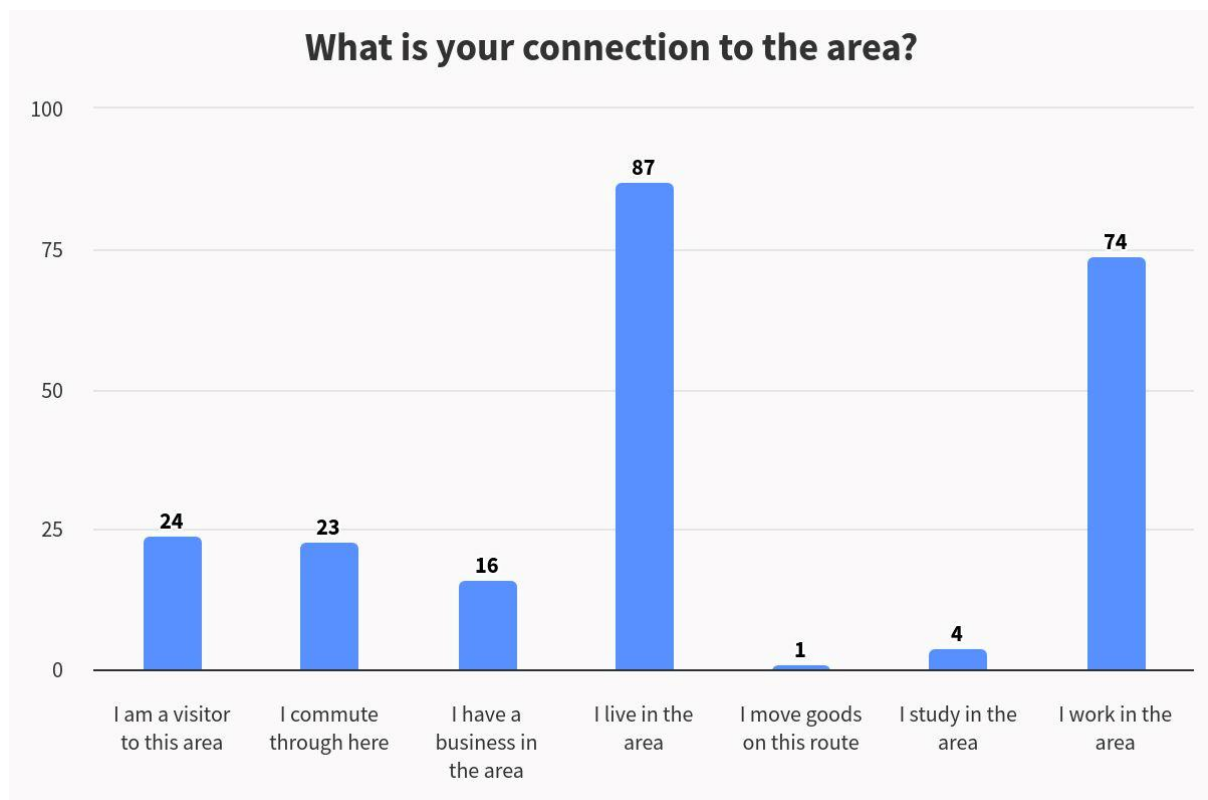
Predominantly respondents to the consultation self-identify as male (67%).

Employment Status

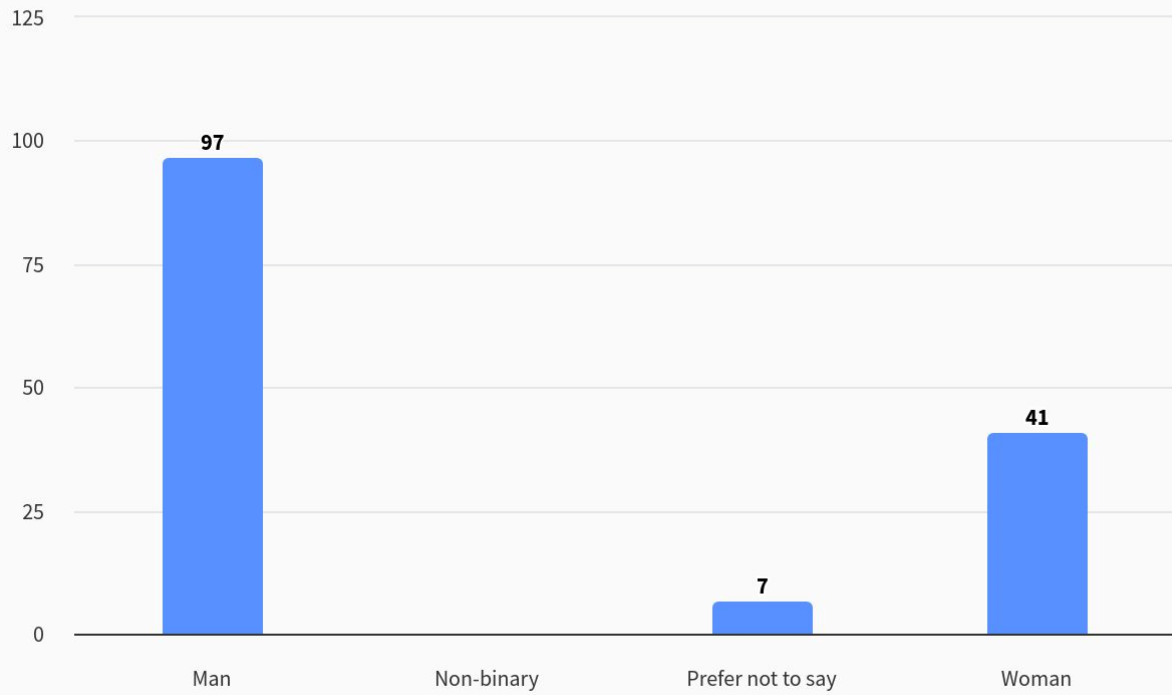
Predominantly respondents to the consultation work full time (53%).

Travel in the Area

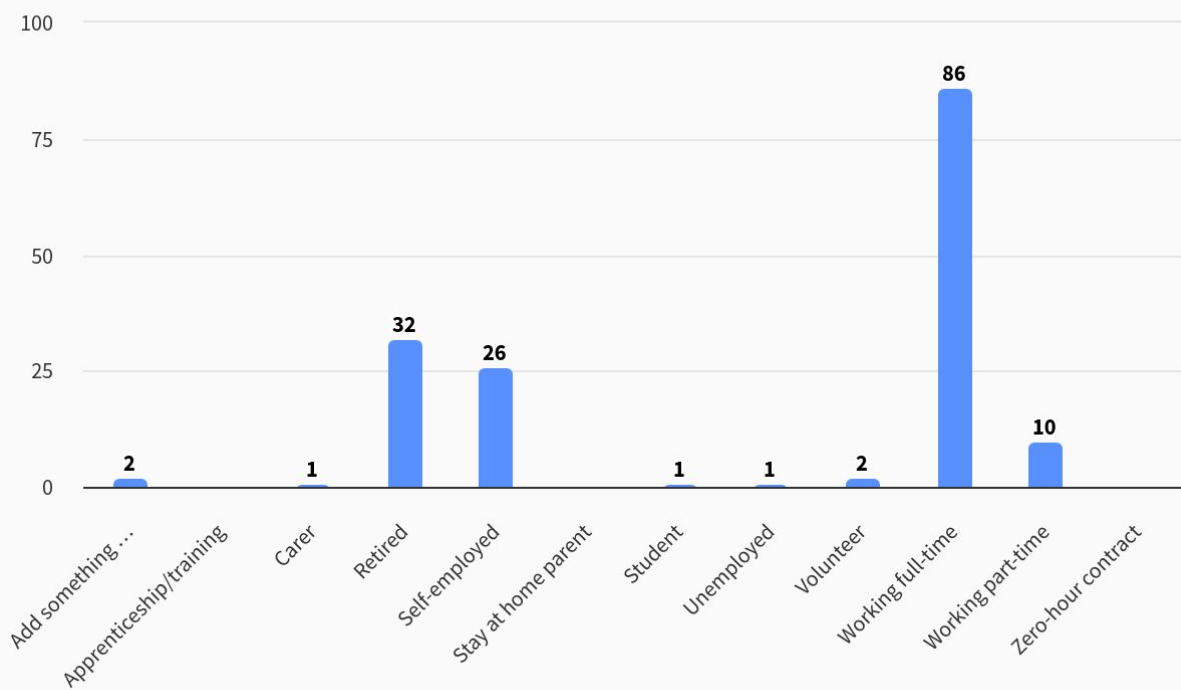
Predominantly respondents to the consultation walk through the area (38%).



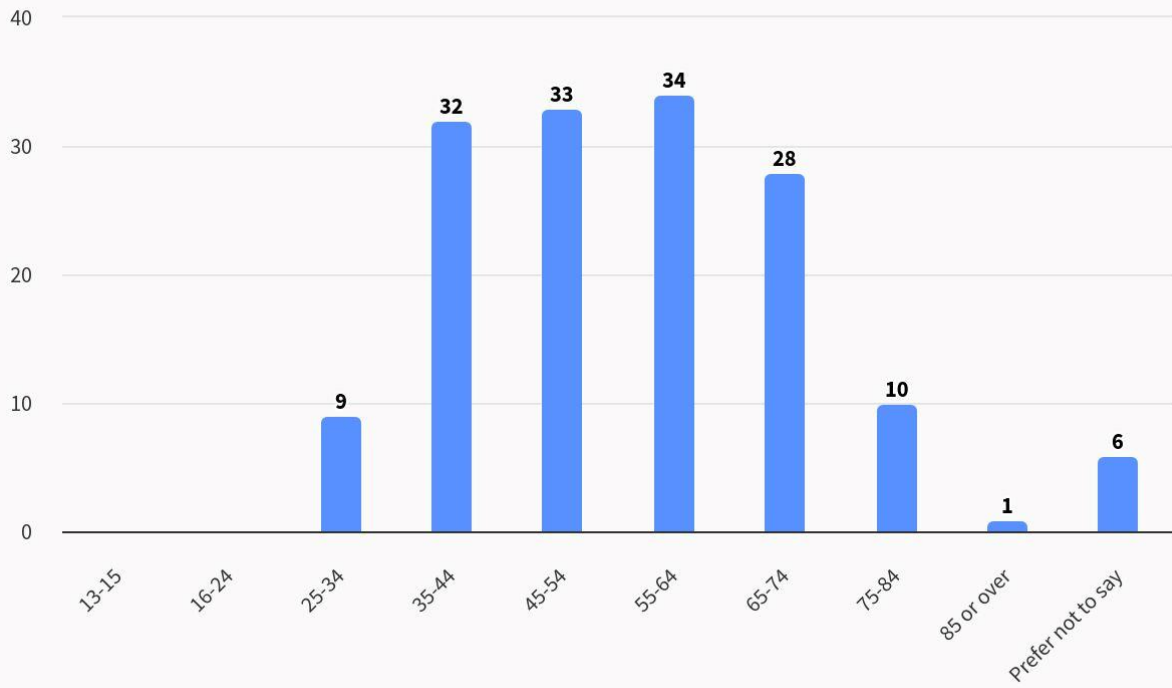
What is your gender?



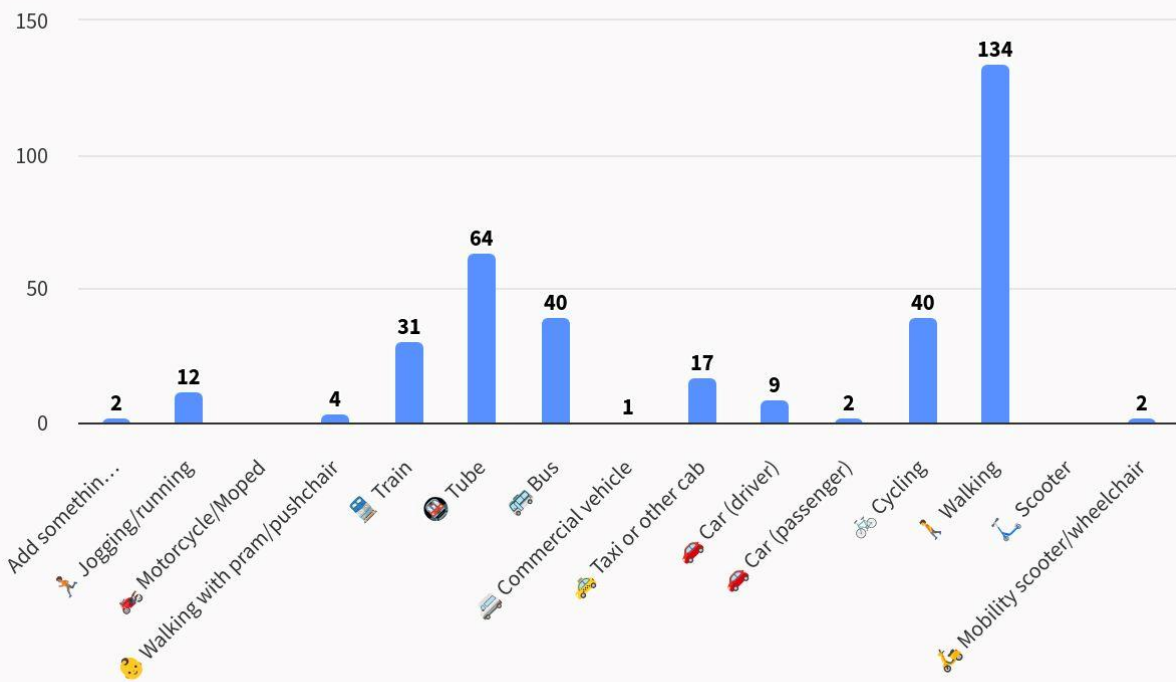
What is your employment status?



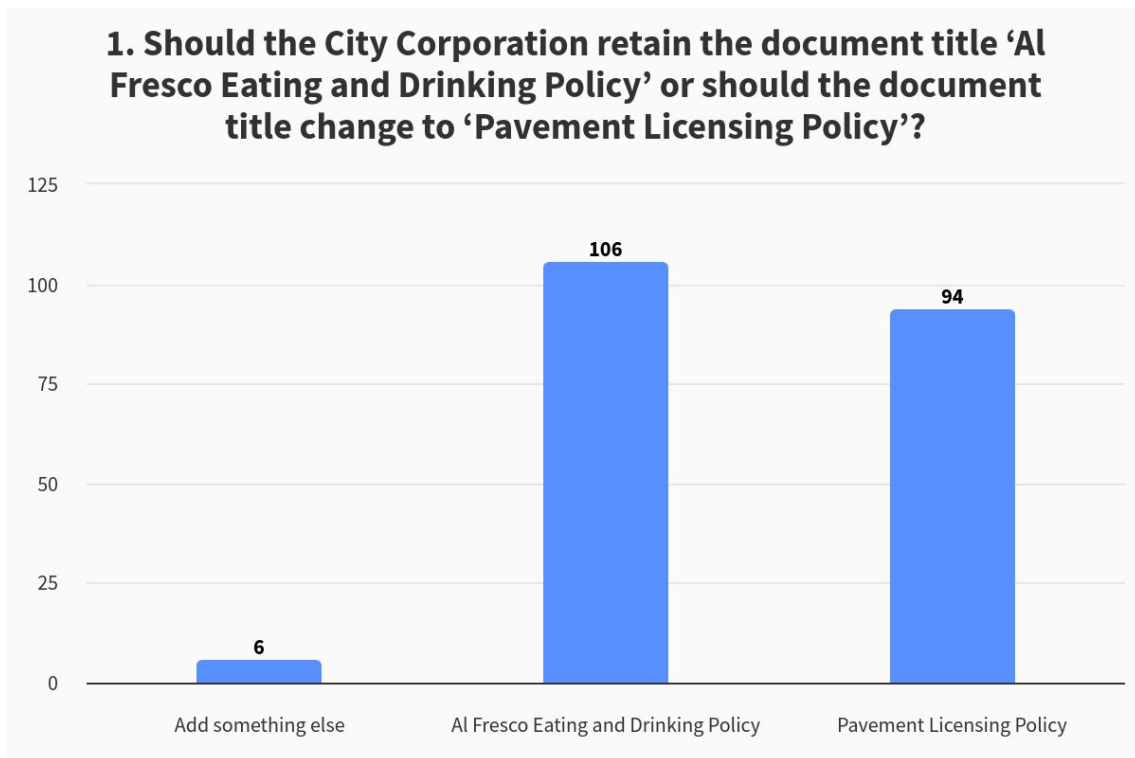
What is your age group?



How do you usually travel in or around the area?



Question 1. Policy Document Title



52% of respondents want to keep the policy name the same, whilst 46% of respondents want to change the policy name to Pavement Licensing Policy. 3% of respondents want to change the policy name to something else.

It is suggested that the document title should remain as the “Al Fresco Eating and Drinking Policy”; but that the front page of the document should also contain a subtitled reference to “Pavement Licensing”, as there were a significant number of responses that wanted the title to change.

Proposal

It is suggested that the document title remain “Al Fresco Eating and Drinking Policy” with a subtitled reference “Pavement Licensing”.

In general, those that wanted a free pre-application advice service indicated that they thought that:

- a. It would be positive for businesses from a cost and administrative perspective.
- b. It would be positive for businesses from a footfall and trade perspective.
- c. It would be positive for businesses by helping them understand and attain compliance prior to issuance.
- d. It would be positive for businesses by streamlining the application process, by ensuring issues are resolved before application.
- e. It would be positive for the City to ensure applications support policy objectives.

In general, those that did not want a free pre-application advice service indicated that they thought that:

- a. The advice service should not be run at the cost of the Corporation.
- b. Businesses are using the licence to earn revenue, and as such a fee would be appropriate.
- c. Some indicated that the advice service should only be free for small businesses.
- d. The cost should be net-neutral and cost applicants the equivalent FTE cost of the staff assisting.
- e. The advice service was unnecessary.
- f. The rules were simple, and no advice service was necessary.

Proposal

It is suggested that the Corporation should offer free pre-application advice to any prospective applicants.

In general, those that wanted the 2.2m minimum pavement width to remain thought that:

- a. The 2.2m width is sufficient and adequate in most cases.
- b. The 2.2m width is a good compromise between passage and making use of space.
- c. This 2.2m width is sufficient, providing that it is being enforced.
- d. The 2.2m should be measured whilst the chairs are in use.

In general, those that wanted to increase the minimum pavement width thought that:

- a. The 2.2m width is unsuitable for safe access by disabled persons when accounting for other pavement users (including wheelchairs, scooters, bikes, buggies and pedestrians).
- b. The 2.2m width is unsuitable as in practice vulnerable pedestrians are forced to use the roadway when the pavement is busy.
- c. The width should be 2.5m or 3m unless the 2.2m is rigidly enforced.
- d. The width should be 3m to allow for obstructions, such as e-scooters or e-bikes that are left on the pavement.
- e. The width should be 3m.

In general, those that wanted to decrease the minimum pavement width thought that:

- a. The minimum width should be 1.5m.
- b. The minimum width should be 2m.
- c. The minimum width should be 1.8m like other local authorities.
- d. The minimum width should be 2m like other local authorities.

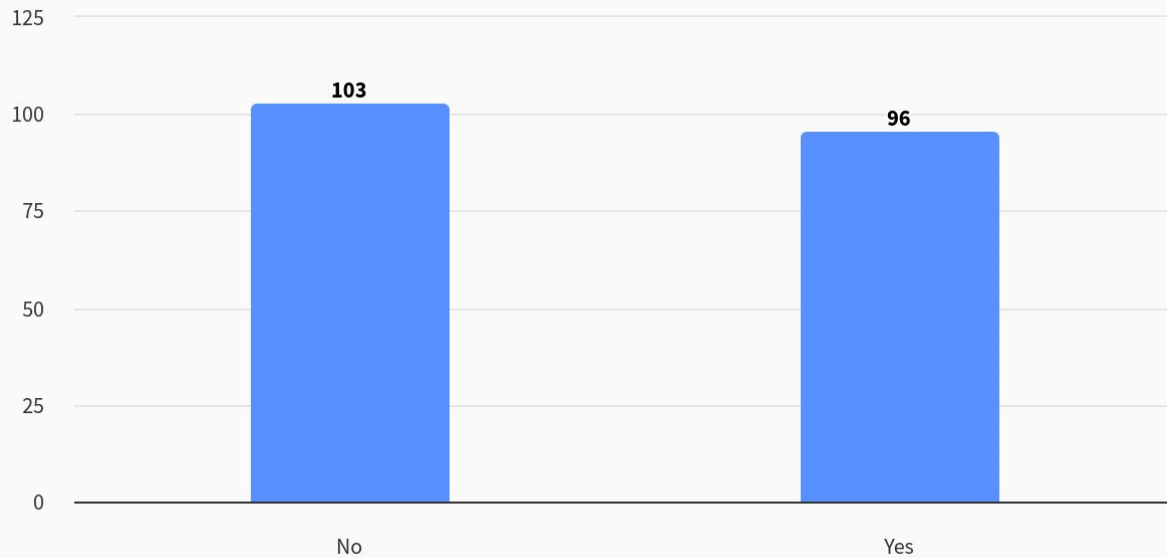
It was evident that a large number of respondents, who agreed and disagreed, thought that compliance with the 2.2m minimum was an issue.

Proposal

It is suggested that the minimum pavement width should remain 2.2m.

Question 4. Policy Hours

4a. The City Corporation will generally only consider applications for pavement licences between the hours of 07:00 and 23:00. Should the City Corporation set different hours during which applications may be considered?



4b Please share your thoughts on the permitted hours for pavement licences



52% of respondents want the policy hours to remain the same, whilst 48% of respondents want the policy hours to change.

In general, those that was the policy hours to remain the same thought that:

- a. The current hours are extensive.
- b. The current hours are sufficient.
- c. The current hours are reasonable.
- d. The current hours prevent unreasonable disturbance.

In general, those that wanted the policy hours to change and be increased thought that:

- a. Hours should be commensurate with a businesses opening hours.
- b. The City of London should be a 24 hour city.
- c. Hours should be extended to 6am to support breakfast offerings.

In general, those that wanted the policy hours to change and be decreased thought that:

- a. The current policy hour start time of 7am is too early.
- b. The current hours mean that there is noise disturbance before and after due to the moving of furniture.
- c. The policy terminal hour should be 9pm or 10pm.
- d. The policy hours should be 8am to 10pm.
- e. There should be shorter hours for residential areas.
- f. Policy hours should be in line with construction timings.

Proposal

It is suggested that policy hours should remain the same.

In general, those that wanted the licence duration to remain 12 months, thought that:

- a. The duration seems sensible and should allow for the addressing of any issues.
- b. Businesses will always have to consider the renewal of their licence, reducing the need for enforcement action.
- c. A 12 month duration is suitable as areas are likely to change.
- d. A 12 month duration reduces the risk of disturbance happening in the long term.

In general, those that wanted the licence duration to increase to 24 months, thought that:

- a. A 24 month period would allow businesses to plan, invest in furniture and heating.
- b. A 24 month period would reduce administrative costs and increase resources for compliance and enforcement.
- c. A 24 month period.

There were relatively few respondents that wanted to reduce the duration to 6 months. Those few that did consistently wanted 6 month licence durations subject to review.

Proposal

It is suggested that the 12 month licence duration is to remain the same.

51% of respondents think that the City Corporation can do more through this policy to provide accessible and inclusive public spaces. 49% of respondents think the City Corporation's policy has sufficient measures to provide accessible and inclusive public spaces.

In general, those that thought we could do more through this policy thought that:

- a. For Hire e-Bikes / Bicycles should be cleared to specified zones and off of pavements.
- b. Increased provision of waste receptacles.
- c. Requirement for wheelchair accessible tables.
- d. Provision of level paving and curbs.
- e. Allow group licences for non-alcohol premises that are grouped together.
- f. Increased consideration of resident's privacy.
- g. Exclude all narrow thoroughfares and busy pedestrian areas from being licensed, such as pedestrian routes to main bus stops and underground stations.
- h. Monitor and review the use of pavements outside drinking establishments in the summer.
- i. Exclude pavement licences in residential areas.
- j. Restriction on the use of A-boards, and enforcement to ensure compliance with this restriction.

Proposal

It is suggested that a presumption on applicants to make consideration for inclusive access be placed in Policy. This would ensure the onus for these considerations is reiterated and clear to applicants.

In general, those that thought the City Corporation could do more thought that:

- a. Noise Mitigation measures should be conditioned to the licence.
- b. Decisions should consider the number of other nearby licensed areas.
- c. Exclude pavement licences from residential areas.
- d. There should be a limited capacity for licensed areas to reduce overcrowding and subsequent noise pollution.
- e. There should be no provision of music in pavement licensed areas.
- f. Separate daytime licences should be issued.
- g. Premises should designate a responsible person with a public contact number and email for complaints.
- h. The policy should adopt a presumption against outside drinking near residential addresses.

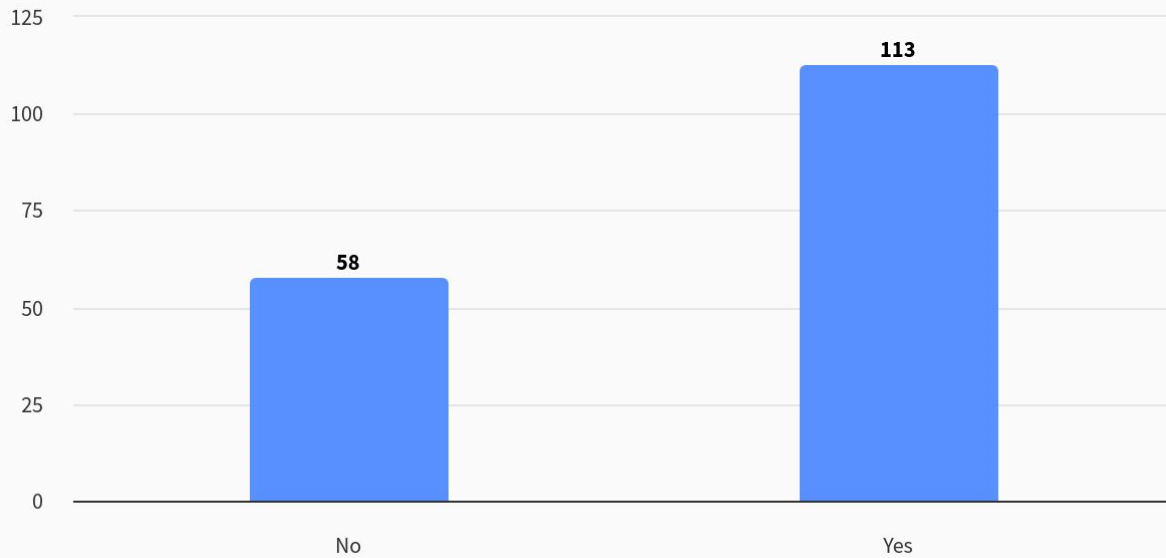
It should be noted that the predominant theme was the prohibition of the provision of music.

Proposal

It is suggested that the Corporation clarifies the legislative position on the provision of music, as set out in the Live Music Act 2012 and Deregulation Act 2015 and the Statement of Licensing Policy.

Question 8. Areas for Special Consideration

8a. Are there any areas in the square mile that should be given special consideration for pavement licensing (e.g. any areas where pavement licensing may be more suitable or less suitable) ?



8b. Please advise the areas that should be given special consideration



66% of respondents think that there are areas in the square mile that should be given special consideration; whilst 44% think there are not.

In general, those that thought that there are areas in the square mile that should be given special consideration thought that:

- a. Golden Lane.
- b. Barbican.
- c. Carter Lane.
- d. Narrow streets.
- e. Residential Areas.
- f. Near to St. Bartholomew's Hospital.
- g. Near to Schools.
- h. Near to Religious Premises.

Proposal

It is suggested that the Corporation include reference to the site-specific special consideration procedure. This will be incorporated into the application consultation procedure.

Question 9. Additional Comments



There were a number of themes, but primarily the concerns focussed around:

- Balancing the needs of business with the needs of residents better.
- Outside policy issues (such as banning dockless bikes).
- A-Boards being banned.
- Default smoke-free conditions on pavement licences.
- Increased enforcement action against non-compliant premises.

These points have been noted for consideration, but largely fall outside the bounds of the provisions that may be included in this Policy.

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Summary of Changes

Alfresco Eating and Drinking Policy 2024

Pavement Licensing

Business and Planning Act 2020

Paragraph	Proposed Change
Subtitle	Inserted as per the recommendation of the Consultation Analysis.
6.3 (a)	Amendment to include auto-population of application date requirement.
6.3 (d)	Inclusion of wording to clarify possible requirement on applicants.
6.3 (f)	Amendment to wording to include stronger wording.
9.2	Inclusion of wording to clarify weighting of representations.
9.9	Clarification of appeals process.
13.1	Amendment to wording by City of London Police Counter Terrorism Adviser.
13.2	Amendment to wording by City of London Police Counter Terrorism Adviser.
13.3	Amendment to wording by City of London Police Counter Terrorism Adviser.
Appendix D	Amendment to wording by City of London Police Counter Terrorism Adviser.

City of London

Alfresco Eating and Drinking Policy

Pavement Licensing

Business and Planning Act 2020

November 2024



Contents

Paragraph	Title	Page
	Foreword	3
1	Introduction	4
2	Legal Background	5
3	Scope for pavement licensing in the City of London	5
4	Definitions	8
5	Other regulatory consents	9
6	Application process	10
7	Application fee	12
8	Consultation	13
9	Determination	13
10	Duration of licence	15
11	Conditions	15
12	Enforcement/Revocation	15
13	Counter Terrorism Advice	16
14	Managing Outside Eating and Drinking	17
	Appendices	
Appendix A	City of London Standard Conditions	19
Appendix B	Default No Obstruction Conditions	20
Appendix C	Site Notice Template	22
Appendix D	Counter Terrorism Advice for Risk Assessment	23

Foreword

“As the City becomes a 7-day destination, I am delighted that we are able to develop this policy to create new, inclusive al-fresco dining spaces that work well for everyone. The vibrancy of outdoor dining on City streets is welcome, balanced with social spaces that continue to be safe and accessible for all workers, residents and visitors to the City. We offer continued support for a thriving City, that is a world-class centre for business”

Shravan Joshi, Chairman of Planning and Transportation Committee

“A world-class hospitality offering is a fundamental element of the Square Mile. It is why people enjoy working and visiting the Square Mile and underpins it as a place to be. Outdoor dining is playing a leading role in the City’s vibrant offer, the City Corporation has been supportive wherever we can to facilitate hospitality spaces to meet and connect”

James Tumbridge, Chairman of Licensing Committee

1. Introduction

- 1.1. The City of London Corporation (the City Corporation) is the governing body of the Square Mile, which has a global status as a financial powerhouse and is home to a world-leading business district. It also has a vibrant and thriving hospitality offer, with a range of outstanding restaurants, cafes, hotels, pubs, and bars, and an unrivalled history and heritage with a plethora of national cultural landmarks and icons.
- 1.2. Through its Corporate Plan 2024-2029, the City Corporation is dedicated to delivering its licensing service within the context of the '*Vibrant Thriving Destination*' and '*Flourishing Public Spaces*' outcomes, attracting businesses and people to safe, secure, and dynamic locations. It has committed to using its planning and licensing powers to create new, inclusive public spaces that are welcoming for all, and provide a leisure offer where everyone prospers.
- 1.3. The City Corporation's Destination City Programme sets out a vision for the Square Mile to become a world-leading leisure destination for UK and global visitors, workers, and residents to enjoy. The programme proposes radical changes to the Square Mile's streets, with wider pavements, al-fresco dining, and first-class infrastructure for pedestrians and cyclists.
- 1.4. The City Corporation's Transport Strategy sets out how the City's streets will be designed and managed to prioritise the needs of people walking and deliver a public realm that inspires and delights, ensuring streets are accessible to all and provide an attractive space for the City's diverse community to come together.
- 1.5. Outdoor dining is a key feature to the economic growth of the hospitality sector and the City of London has seen an increased demand for outside space by businesses wanting to place tables, chairs, and other furniture associated with the sale and consumption of food and drink, on the highway to attract customers and boost trade. The City Corporation recognises the positive contribution and vibrancy that outdoor hospitality brings to its streets, creating attractive and successful places for people to socialise in.
- 1.6. This policy statement sets out the framework within which the City Corporation will consider the grant of pavement licences under the provisions of the Business and Planning Act 2020.
- 1.7. Through this policy, which has regard to the Public Sector Equality Duty under the Equality Act 2010, the City Corporation seeks to balance the need to support businesses in optimising the use of external space with that of:
 - a) providing safe, accessible, inclusive, and comfortable spaces for pedestrians
 - b) addressing the needs of those with disabilities, or those, for example, with children in pushchairs
 - c) ensuring that no noise from use of external areas causes a public nuisance to persons living or working in the area.

2. Legal Background

- 2.1. Part 1 of the Business and Planning Act 2020 (the Act), sets out the provisions that enable businesses to obtain permission, in the form of a pavement licence, to place removable furniture such as tables and chairs on the pavement adjacent to their premises, for the purposes of selling, serving, and permitting the consumption of food or drink, supplied from, or in connection with the use of the premises.
- 2.2. In exercising its functions under Part 1 of the Act, the City Corporation must have regard to guidance issued by the Secretary of State, and this policy aligns with the Government's published guidance on pavement licences.

3. Scope for pavement licensing in the City of London

- 3.1. **City Streets:** With a unique street layout, often comprising of narrow lanes following their original medieval design, surrounded by large high-rise buildings and with high volumes of pedestrians, the Square Mile faces many challenges which are not present in other areas of London.
- 3.2. **Footfall:** The City of London has a high footfall level of circa 500,000 workers daily, so it is important to maintain an accessible and safe pedestrian comfort level for the public.
- 3.3. When considering whether to issue a pavement licence, the City Corporation will have regard to the following principles:
 - a) **Accessibility:**
 - the width of the highway and the needs of disabled people
 - suitable access to all members of the public using the highway, e.g. the visually impaired, or those using wheelchairs, mobility scooters, and pushchairs.
 - any need for barriers to separate furniture from the rest of the footway so that the visually impaired can navigate around furniture.
 - any conflict of street furniture with the principal lines of pedestrian movement particularly for disabled people, older people, and those with mobility needs.
 - the volume of pedestrian footfall especially at peak times
 - the presence of existing street furniture
 - b) **Public safety:**
 - the proximity and nature of any road junctions and pedestrian crossings
 - any counter terrorism mitigations
 - the potential for localised overcrowding of the highway
 - the risk of people stepping into the carriageway

- the number of other permissions issued for areas in or near the proposed permitted area.
- c) **Public amenity:**
- protecting the character of historic areas and buildings
 - the location of schools
 - the location of any new or existing public seating or spaces nearby.
- d) **Public nuisance**
- the potential to create nuisance to neighbouring occupiers through noise, anti-social behaviour, or litter.
- e) **Public Highway**
- any temporary or permanent changes to the existing street layout as a result of public realm / highways works.

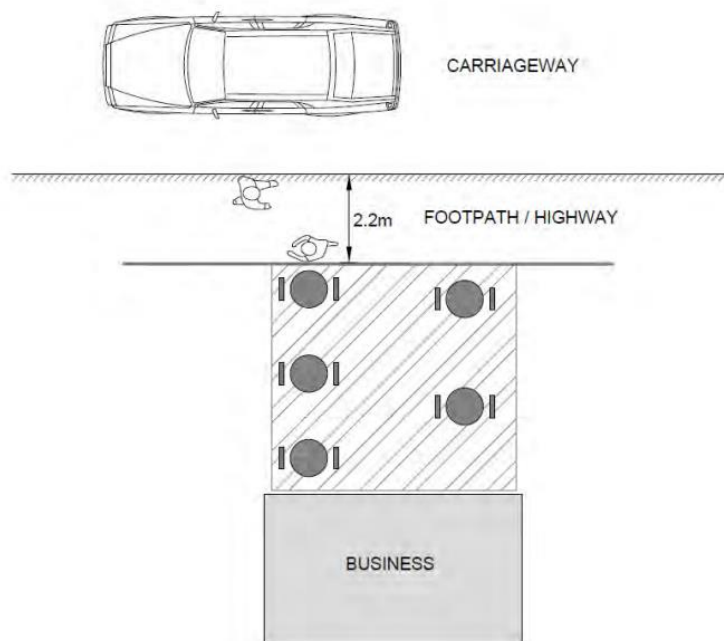
3.4. **Pedestrian comfort level and unobstructed footway width:**

- a) As a guide, the City Corporation recommends that a minimum width of 2.2 metres should be maintained on all footways for pedestrian use. This means that where a business occupies pavement space with furniture, there must be a minimum of 2.2 metres of unobstructed space between the edge of the furniture and the edge of the pavement or to the edge of another obstruction (e.g. bike rack).
- b) In exceptional circumstances, a pavement licence may be considered where there is less than 2.2m of unobstructed highway but it will be for the applicant to justify why the City Corporation should depart from its policy, considering the standards set out in subparagraphs (c) and (d) below, to ensure sufficient space for the safe, accessible, and comfortable movement of people. Each application will be determined on its own merits.
- c) In determining accessibility, the City Corporation will apply the standards recommended in the [Department for Transport Inclusive Mobility guide](#).
- d) In determining comfort levels, the City Corporation will apply the minimum level of B+ as recommended in [Transport for London's Pedestrian Comfort Guidance](#) and incorporated in the City of London Transport Strategy. This provides enough space for people to feel comfortable when walking at a typical pace and for them to be able to choose where to walk. Below this level, conflicts between people walking become frequent, walking is increasingly uncomfortable and frustrating and can lead to people stepping into the carriageway.
- e) In some areas where footfall is generally higher, for example around London Underground and National Railway station entry/exit points, an unobstructed footway of more than 2.2 metres may be required, or licences might be time-limited to avoid busy times. This is to prevent

footways from becoming congested. Each application will be considered on it's own merits.

- f) Where a pavement licence has been granted with a minimum 2.2 metre of unobstructed footway and there is evidence of congestion on that footway to the detriment of pedestrian safety or comfort, the City Corporation may require that some or all the furniture is removed from the pavement to facilitate the safe and comfortable flow of pedestrians.

3.5. Many City streets are too narrow to accommodate pavement licences whilst meeting the minimum restrictions set out in paragraph 3.4 above. Unless exceptional circumstances apply, applications should only be made in respect of City streets which are wide enough to accommodate furniture and maintain a minimum of 2.2 metre width for pedestrians passing in either direction. This illustration sets out the City Corporation's requirements:



- 3.6. **Licensing Hours:** The City Corporation will generally only consider applications for pavement licences between the hours of 07:00 and 23:00. This is to minimise the potential for crime and disorder and public nuisance.
- 3.7. Where the proposed site is in close proximity to residential or other sensitive receptors, a later start or earlier end hour may be specified by the licensing authority.
- 3.8. If a request is made for a pavement licence outside the hours of 07:00 and 23:00, the applicant must provide a statement with their application setting out reasons why the City Corporation should deviate from this policy.

4. Definitions

4.1. Pavement licence:

A pavement licence is a licence granted by the City Corporation, or deemed to have been granted, which allows the licence-holder to place removable furniture on part of a relevant highway adjacent to the premises in relation to which the application was made. A licence permits the holder to use furniture placed on the highway to sell or serve food or drink and/or allow it to be used by persons for consumption of food or drink supplied from, or in connection with the use of the premises.

4.2. Eligible persons / businesses:

- a) A person (includes a body corporate) who uses or proposes to use any premises (a) as a public house, wine bar or other drinking establishment, or (b) for the sale of food or drink for consumption on or off the premises can apply for a licence. Eligible businesses include public houses, cafes, bars, restaurants, snack bars, coffee shops, and ice cream parlours.
- b) Businesses that do not use their premises for the sale of food or drink, e.g. hair salons or opticians, are not eligible for a pavement licence.

4.3. Eligible locations:

- a) Licences can only be granted in respect of highways listed in Part 7A of the Highways Act 1980. Generally, these are footpaths restricted to pedestrians or are roads and places to which vehicle access is restricted or prohibited. In the City of London this includes the footpaths, certain carriageways, and city walkways¹.

¹ City Walkway can sometimes refer to private land maintained by the City Corporation through legal agreement. In such cases the applicant will need to provide written consent from the landowner and/or occupier before a licence can be granted.

- b) Highways maintained by Network Rail or over the Crown land are exempt so a licence cannot be granted.
- c) A pavement licence will not be considered on a live road or carriageway to which vehicles have access. There may be potential to time restrict vehicular access and/or fully pedestrianise roads through a Traffic Management Order under the Road Traffic Regulations Act 1984, and such order would need to be sought and issued in advance of a pavement licence application.

4.4. Furniture: Furniture that may be used includes:

- a) counters or stalls for selling or serving food or drink;
- b) tables, counters or shelves on which food or drink can be placed;
- c) chairs, benches¹ or other forms of seating that meet accessibility standards;

- d) umbrellas, planters, barriers², heaters³ and other articles used in connection with the outdoor consumption of food or drink;

¹ **Benches** generally do not meet accessibility standards and permission for these will likely not be granted by the City Corporation.

² **Barriers** - it is the City Corporation's policy not to permit poles and barriers as they provide additional obstructions in our narrow streets. However, in exceptional circumstances, some barriers may be considered where they assist in containing customers within the authorised area or they provide visual or fully rated mitigation from vehicle attack.

Barriers must not contain any advertising material.

³ **Heaters** - in order to support the hospitality sector during the winter months, the City Corporation will allow patio heaters. For environmental reasons, it is preferable to use zero / low carbon emitting electric heaters although gas heaters will be permitted if there is no easy electric supply to the pavement licensed area. Where it is proposed to use patio heaters, a risk assessment must be submitted with the application.

- 4.5. The furniture must be removable, which in principle means it is not a permanent fixed structure, is able to be moved easily and stored away at night.
- 4.6. Businesses that wish to place non-removable/fixed furniture on the highway must apply for permission under the Highways Act 1980.
- 4.7. Advertising boards or (A Boards) are not included in the definition of furniture within the pavement licence regime.

5. Other regulatory consents

- a) **Sale of alcohol:** Where a business has a premises licence to sell alcohol under the Licensing Act 2003, the sale of alcohol does not automatically extend to the external area covered by a pavement licence. If a business wants to sell alcohol in the pavement licence area, they must apply to vary their premises licence to permit this.
- b) **Food registration:** food businesses must have a food premises registration with the City Corporation.
- c) **Planning Permission:** A pavement licence when granted, or deemed to be granted, benefits the licence holder with deemed planning permission to use the land for anything done pursuant to the licence whilst the licence is valid.
- d) **Street Trading:** Anything done by the licence holder under the terms of a pavement licence will not be street trading for the purpose of the City of London (Various Powers) Act 1987 as amended by the City of London (Various Powers) Act 2013.
- e) **Public Sector Equality Duty:** Any business that applies for a pavement licence will also need to have regard to their duties under the Equality Act

2010, such as their duty under section 29 of the Act not to discriminate in providing their service and the duty to make reasonable adjustments.

6. Application process

First time licence grants and all applications made by existing licence holders (with the exception of renewals¹)

6.1. An application is considered to be a first-time licence grant if it is made by:

- a) a person or company who does not already hold a licence, or
- b) the application is in respect of premises for which the applicant does not hold an existing licence².

6.2. An application is considered to be made by a person or company who already holds a pavement licence if:

- a) it is in respect of premises to which an existing licence relates, and
- b) the licence holder is seeking a separate/second licence for an area not already covered by the existing licence, or
- c) the licence holder is seeking to amend the terms and conditions³ of the licence either at the point of renewal or at any time during the duration of the licence.

¹ there is a separate, streamlined renewals process for existing licence holders seeking to renew their pavement licence on the same terms and conditions as before (paragraphs 6.4 – 6.6 below)

² there is no power within the Act to transfer a pavement licence. If the business is sold, the new owner must apply for a new licence grant.

³ there is no power within the Act to vary a pavement licence. If an existing licence holder wishes to amend the terms and conditions of their licence, this must be made as an application for a new licence but will be subject to the fee applicable to an existing licence holder.

6.3. The following information must be provided as part of the application:

- a) Applicant details including name and address. **The date of the application is auto generated by City Corporation's pavement licensing portal.**

Proposed Changes
Amended to include the date of the application.
Reasoning
Adopted on the advice of the City Corporation's Legal Adviser.

- b) Business premises details including trading name, address, and purpose for which the furniture will be used.
- c) Details of the relevant highway area to be used by the business.

- d) Where the land is City Walkway, evidence that the applicant has permission of the owner. **Where evidence is unclear the applicants may be required to provide further evidence including, but not limited to, the land registry title.**

Proposed Change
Clarification of further verification documents that may be required on a case by case basis.
Reasoning
Measure adopted on the advice of the City Corporation Legal Advisor.

- e) A location plan of the premises with the proposed area of highway to be used shown by a red line, so the application site can be clearly identified, together with:
- The positions and number of proposed tables and chairs, together with any other furniture to be placed on the highway.
 - The plan does not have to be to scale but it must include clear measurements of, for example, furniture, pathway width/length, building width and any other fixed item in the proposed area. **See illustration in paragraph 3.5 above.**
 - Fire exits of premises as well as those of neighbouring properties if affected by the area of highway to be used.
- f) Description of and photos or brochure images showing the proposed type of furniture and information on potential siting of it within the area applied. **Where possible All furniture should be non-reflective and of reasonable substance such that it cannot easily be pushed or blown over by the wind, and thereby cause obstruction.**

Proposed Changes
Amended to remove “Where possible” and replace with “All”.
Reasoning
Amended on the advice of the City Corporation’s Legal Adviser.

- g) Proposed days and hours of highway use for the placing of furniture
- h) Evidence that the applicant has met the requirement to give notice of the application (for example photographs of the notice outside the premises and of the notice itself);
- i) A declaration that the applicant has a current certificate of public liability insurance against the insured’s legal liability for death of or bodily injury to or disease contracted by a third party and/or loss of or damage to a third party properly arising out of or in the course of or in connection with the carrying out of the insured’s business at the application premises and pavement licence site:

- Inclusion of an indemnity to Principals Clause operative at the request of the insured.
- A minimum limited of indemnity for any one occurrence of £5,000,000.00

Renewal applications

- 6.4. An application is considered to be a renewal application if:
- a) it is made by the existing licence holder, and
 - b) it is in respect of premises to which the existing licence relates, and
 - c) it is made before the expiration of the existing licence, and
 - d) it is for the licence to begin on the expiry of the existing licence and on the same terms.
- 6.5. The following information must be provided as part of the application:
- a) applicant details including name and address.
 - b) business premises details including trading name and address.
 - c) the licence number of their existing licence
 - d) a declaration that they are applying to renew the licence on the terms as existing.
 - e) a declaration that their certificate of public liability insurance is still valid and provide the certification number.
- 6.6. There is no deemed continuation of a pavement licence beyond its expiry date. Licence holders should therefore apply to renew their licences at least 28 days in advance of the expiry of their existing licence to ensure there is no unlicensed period when furniture can't be placed on the highway.
- 6.7. If a licence holder fails to apply to renew their licence before the expiry date of the existing licence, they must apply for a new licence.

All applications

- 6.8. All applications must be made to the City Corporation using our online platform at www.cityoflondon.gov.uk.
- 6.9. An application will only be deemed valid when submitted in the correct manner as set out above, with all sections of the form completed and it is submitted with all required documents and the statutory fee. If the supporting material is incomplete, the statutory timelines will not commence until the application is deemed valid by the licensing authority.

Change of circumstances

- 6.10. If a licence holder's name or address changes, e.g. company change of registered office address, this does not require an application to be submitted, but it should be notified to the City Corporation by way of email at licensing@cityoflondon.gov.uk so that the licence document can be updated.

7. Application Fees

- 7.1. **First time licence grants** (as defined in paragraph 6.1 above):

The application fee is £500.

- 7.2. **Applications made by existing licence holders in respect of premises to which that licence relates** (as defined in paragraph 6.2 above):

The application fee is £350.

- 7.3. **Renewal applications** (as defined in paragraph 6.4 above):

The application fee is £350.

8. Consultation

- 8.1. The applicant is encouraged to talk to neighboring businesses and occupiers prior to applying to the local authority, and to take any issues around noise, and nuisance into consideration as part of the proposal.
- 8.2. A public consultation period of 14 days will commence the day after a **valid application** is made to the City Corporation. Bank holidays, Christmas day and Good Friday will not be counted as part of the 14 days.
- 8.3. The City Corporation will publish the application on its website during the 14-day consultation period. The last date for representations will be made clear and representations will not be accepted after this date.
- 8.4. The applicant must fix a notice of the application to the premises so that it is readily visible and can be read easily by members of the public for the duration of the 14-day consultation period. A template is attached as Appendix C. **The applicant must email the City Corporation evidence that the notice has been fixed.**
- 8.5. In addition to the statutory consultation with the Highways Authority (where the authority is not the City Corporation), the following will also be consulted:

City of London Police
City of London Counter Terrorism Security Advisors
Pollution Control Team
Commercial Environmental Health Team
Access Team
City Surveyors
Street Environment Team
Planning & Transportation Team
Other agencies as required by the individual merits of an application.
- 8.6. Applications will also be added to the licensing application bulletin email for wider distribution.
- 8.7. During the consultation period, representations relating to the application may be made by any person or interested party. The City Corporation must consider any representations received during the public consultation period when determining the application.

9. Determining the application

- 9.1. A site assessment may be carried out by an authorised officer to ensure that no obstruction to the highway would be caused by licensing the proposed site. The site assessment will take into consideration some or all of the principles and criteria set out in paragraph 3, and the conditions set out in paragraph 11.

- 9.2. Any representations made during the consultation period will be taken into consideration. Representations that do not relate directly to the granting of a pavement licence may be given less **or no** weight when determining an application. Representations received outside the consultation period will be disregarded.

Proposed Changes
Inclusion of “or no” reference to weighting of representations.
Reasoning
Included on the advice of City Corporation’s Legal Adviser.

- 9.3. The City Corporation may
- a) grant the licence in respect of any or all of the purposes specified in the application,
 - b) grant the licence for some or all of the part of the highway specified in the application, or
 - c) reject the application.

Any licence granted will be subject to the City Corporation’s published standard conditions.

- 9.4. The City Corporation must determine an application within a 14-day determination period. Decisions will be communicated to the applicant by way of email before the determination period ends. Where an application is partly granted or rejected, reasons will be set out in the decision letter.
- 9.5. If the City Corporation does not determine an application by the end of the 14-day determination period, the licence is deemed to be granted by the City Corporation.
- 9.6. A person may apply for further pavement licences in respect of the same premises, provided that the determination period for any previous application made has ended.
- 9.7. A licence holder may surrender a pavement licence at any time by email notification to the City Corporation at licensing@cityoflondon.gov.uk . If a fee has been paid for the licence, there will be no refund of the fee where a licence is surrendered.
- 9.8. The City Corporation will reject a pavement licence where the site is deemed unsuitable or unsafe having applied the criteria set out in paragraph 3, the conditions in paragraph 11 cannot be met, or if representations are made which raise issues that cannot be mitigated by way of conditions. If a fee has been paid, it will not be refunded where an application is rejected.
- ~~9.9. There is no statutory right of appeal against a decision to partly grant or reject an application. If an applicant is aggrieved by the Licensing Service~~

~~determination of their pavement licence application, or they consider there to be exceptional circumstances to justify a departure from this Policy, they can request an internal review before a sub-committee consisting of members drawn from the City Corporation's Planning and Transportation and Licensing Committee members. Such requests should be sent to the Licensing Service at licensing@cityoflondon.gov.uk setting out clear reasons for the review. The Licensing Service will arrange for sub-committee meeting to be convened within 20 working days of the request, which the applicant will be invited to attend and present their case.~~

- 9.9 There is no statutory right of appeal against a decision to partly grant or reject an application. If an applicant is aggrieved by the Licensing Service determination of their pavement licence application, or they consider there to be exceptional circumstances to justify a departure from this Policy, they can request an internal review of the decision. Such requests should be sent to the Licensing Service at licensing@cityoflondon.gov.uk setting out clear reasons for the review. The Licensing Service will arrange for the review to be considered within 20 working days of the request. The applicant may be requested to provide additional information to assist their case.

Proposed Change
Clarification of right to appeal and appeals process.
Reasoning
The options for who will determine appeals are still being explored.

10. Duration of licence

- 10.1. New pavement licences will usually be granted for a period of 12 months, commencing the day after the last date for determination, unless a shorter period is specified on the application.
- 10.2. Where there are plans for future changes in the use of road space, or other good reasons are identified during the consultation process, a licence may be granted for a shorter period of time. In such circumstances, the duration of licence will be determined on the individual merits of the application.
- 10.3. If the City Corporation fails to determine an application for a new licence before the last date for determination, the licence will be deemed granted for a period of 24 months, commencing the day after the last date for determination.
- 10.4. Renewal licences will be issued for a period of 12 months commencing the day after the expiry of their existing licence.

11. Conditions

- 11.1. All conditions set out in this section will apply to any pavement licence granted or deemed to have been granted by the City Corporation.

- 11.2. **City of London Standard Conditions:** The City Corporation's standard conditions applicable to all pavement licences granted or deemed granted are attached as Appendix A.
- 11.3. **Default Conditions as set out Section 5(4) and 5(6) of the Act:** The default 'no obstruction' and 'smoke-free seating' condition is set out in Appendix B.
- 11.4. **National Conditions as provided by the Secretary of State:** The Secretary of State, in exercise of his powers under [clause 5(8)] of the Act, may make provisions for national conditions by way of regulation.
- 11.5. The City Corporation may impose additional conditions to a pavement licence as it considers reasonable and appropriate to a particular case, with the exception of licences deemed to be granted which are subject only to conditions published before the application was made.

12. Enforcement/Revocation of licence

- 12.1. If the licence-holder breaches any condition of a pavement licence the City Corporation may serve a notice on the licence holder requiring measures to be taken to remedy the breach as specified within the notice and within a specified time scale. If the licence holder fails to comply with the notice, the City Corporation may:
- a) amend the licence with the consent of the licence holder.
 - b) take the steps itself to remedy the breach and recover the costs of doing so from the licence holder.
 - c) revoke the licence (whether or not a remediation notice has been issued)
- 12.2. The City Corporation may revoke the licence, or amend it with the licence holder's consent where:
- a) some or all of the part of the relevant highway has become unsuitable for any purpose in relation to which the licence was granted or deemed to be granted;
 - b) there are risks to public health and safety or accessibility – for example, a significant security risk has come to light or where increased footfall in an area gives rise to congestion on the highway and the furniture is considered to be an obstruction to the safe, comfortable and accessible movement of pedestrians;
 - c) there is anti-social behaviour or public nuisance – for example, the use is increasing the amount of noise generated and litter is not being cleaned up;
- 12.3. The City Corporation may also revoke the licence if:
- a) the highway is being obstructed (other than by anything permitted by the licence);
 - b) it comes to light that the applicant provided false or misleading statements in their application; or

- c) the licence holder did not comply with the requirement to affix the notice to notify the public for the relevant period.
- 12.4. If furniture is placed on the highway without the authorisation of a pavement licence, the City Corporation will give notice to the business requiring it to remove the furniture before a date specified and to refrain from putting furniture on the highway unless they gain a licence. If furniture continues to be placed on the highway, in violation of the notice, the City Corporation may remove and store the furniture, recover the costs from the business for the removal and storage of the furniture and refuse to return the furniture until those costs have been paid. If within 3 months of the notice, the costs are not paid, the authority can dispose of the furniture by sale or other means and retain the proceeds.

13. Counter Terrorism Advice

- ~~13.1. Greater use of open spaces through alfresco eating and drinking increases the public's vulnerability to terrorist attacks. There is no specific information or intelligence to suggest that any particular premises in the City of London are under any immediate threat from a terrorist attack. The threat to the UK from terrorism is assessed and published by the Government and is taken into account in assessing applications.~~
- 13.1 Greater use of open spaces through alfresco eating and drinking may increase the public's vulnerability to a terrorist attack. The threat to the UK from terrorism is assessed by The Joint Terrorism Analysis Centre (JTAC), the UK's independent authority for all-source terrorism assessment. The current threat level should be taken into account when assessing pavement licence applications.
- ~~13.2. Each application for a pavement licence will be referred to a City of London Police Counter Terrorism Security Advisor (CTSA). Each application will be considered on its own merits and the advice of the CTSA will be passed on to the licence holder for action. If a licence holder fails to comply with CTSA advice, a remediation notice may be served on the licence holder or the licence may be revoked if it is in the public interest to do so. Where an objection is raised by the CTSA the application will be refused.~~
- 13.2 Each pavement licence application should follow the advice set out by the City of London Police (CoLP) Counter Terrorism Security Advisors (CTSA's). Failure to comply with this advice could result in a remediation notice being served on the licence holder, or the licence being revoked (if in the public interest to do so).
- ~~13.3. Where a licence is granted, licence holders will need to carefully consider the increased vulnerabilities to their customers. The security of those customers must not be overlooked and must be covered in the licence holder's risk assessment. Details of what to include in a terrorist threat risk assessment are included in but not limited to those set out in Appendix D. In particular, licensees will be expected to comply with requirements 5 and 6 of the risk~~

~~assessment (CCTV systems and ACT (Action Counters Terrorism) training) as set out in the new national guidance 'Counter Terrorism Protective Security Pavement Licence Conditions'. Failure to comply may result in a remedial notice being served on a licence holder or ultimately, revocation of the pavement licence.~~

- 13.3 Where a licence is granted the licence holder will need to carefully consider the potential for any increase in the threat and vulnerability from terrorism, which could impact on the safety and security of staff, customers and members of the public. The safety and security of staff, customers and members of the public should be covered in the licence holder's counter terrorism risk assessment (sometimes referred to as a Threat and Vulnerability Risk Assessment), details of which are available via the advice set out by the CoLP CTSA. Licensees will be expected to comply with requirements 5 and 6 of Appendix D (CCTV systems and Action Counters Terrorism (ACT) training), as set out in the national guidance 'Counter Terrorism Protective Security Pavement Licence Conditions'. In addition to the national guidance, See, Check and Notify (SCaN) training is also advised. Failure to comply may result in a remedial notice being served on a licence holder or ultimately, revocation of the pavement licence.

Proposed Change
Section 13 has been rewritten and amended.
Reasoning
Amended by the City of London Police Counter Terrorism Security Adviser.

14. Managing outside eating and drinking

- 14.1. Under the pavement licensing regime, more pubs, bars, restaurants and cafes in the City of London will take advantage of being able to serve customers outdoors. As a result, there is the potential for an increase in noise and anti-social behaviour. It is essential that licence holders have provisions in place to manage their outside drinking and eating areas to lessen the impact on neighbouring residents and other businesses.
- 14.2. Licence holders are responsible for managing their customers consuming food, alcohol or other beverages outside their premises. It is good practice to have a documented policy on managing outside eating and drinking to include but not limited to:
- a) **Noise from patrons:** Customers smoking, eating and drinking in outdoor areas including the public highway should be monitored by staff to prevent public nuisance. Licence holders should display prominent signs asking customer to be respectful of neighbouring property owners and to keep noise to a minimum.
 - b) **Obstruction:** Customers must not be allowed to obstruct the highway or the doorways of neighbouring residential, commercial or office premises. Customers queueing to enter premises must be managed to prevent any

such obstruction. Customers must not be permitted to congregate on the carriageway causing obstruction to vehicular traffic. Pedestrians must have unobstructed access to the highway and should not be forced to step into the road to pass by.

- c) **Customer safety:** Licence holders may wish to use toughened or polycarbonate glass in outside areas. Staff should monitor outside areas and collect empty glassware regularly. Spillages and or broken glass must be swept away immediately.
- d) **Litter:** Outside areas should be monitored regularly by staff and any litter generated by customers including food wrappers and cigarette butts should be cleaned up regularly and at the end of each evening.
- e) **Theft of personal belongings:** With more customers using external areas, there is more potential for opportunist theft of personal belongings. Licence holders may wish to use chelsea hooks on external furniture, display external signage warning customers of the risk of bag thefts and pick-pocketing. Staff monitoring outside areas should be vigilant at all times and remind customers to look after their personal belongings.

Appendix A

City of London Pavement Licence Standard Conditions

These standard conditions are made pursuant to Section 5(2) of the Act. To the extent that these conditions do not prevent the obstructions specified in section 3(6) of the Act, a pavement licence is granted or deemed to be granted subject to the statutory no-obstruction and smoke-free seating condition.

The term 'furniture' used hereinafter means counters or stalls for selling or serving food or drink; tables, counters or shelves on which food or drink can be placed; chairs or other forms of seating; umbrellas, heaters and other articles such as parasols or planters used in connection with the outdoor consumption of food or drink.

1. This licence must be displayed in a prominent position during any period that furniture is placed on the highway.
2. This licence only permits the area of the highway (the authorised area) and the items of furniture specified on the licence to be used. All furniture is to remain within the authorised area whilst it is in use on the highway.
3. This licence does not imply an exclusive right to the designated area of public highway. The licence may be suspended where necessary to allow highway maintenance, any other necessary remedial work, and special events to take place. When given notice by an officer of the City Corporation or City of London Police, the licensee must remove all furniture from the authorised area during the dates/times specified in the notice. In addition, the licence holder must comply with any request to remove the furniture due to an emergency situation.
4. The furniture must be removed from the authorised area by the licence holder by 23:00 unless an earlier time is specified on the licence. The furniture must be stored off the highway every evening.
5. Furniture must not be placed in any position where it will obstruct a designated fire escape route from any building.
6. The authorised area must be supervised at all times whilst the licence is in use. The licence holder must ensure there are sufficient staff to supervise and control the authorised area to:
 - a. deter and prevent noise nuisance and/or antisocial behaviour
 - b. ensure that the area is kept clean, tidy and free of litter
 - c. ensure that the area is swept and/or gritted in order to prevent slipping in adverse weather conditions
 - d. ensure that food and drink is be cleared from unoccupied tables as soon as possible

7. The licence holder must clean the authorised area regularly to prevent staining by anything done pursuant to the licence.
8. The licence holder shall be liable for any damage to the authorised area which the City Corporation considers reasonably attributable to anything done pursuant to the licence and shall reimburse the costs of the City Corporation or its Agents in repairing the same.
9. The licence holder shall be liable for and shall indemnify the City Corporation, their Servants and Agents against:-
 - a) any expense, liability, loss, claim or proceedings whatsoever arising under statute or at common law in respect of personal injury to or the death of any person whomsoever, and
 - b) any expense, liability, loss, claim or proceedings in respect of any injury, loss or damage whatsoever to any person whomsoever or to any property real or personal, arising from the use of the Public Footway for the permitted purpose.

Without limiting the obligation hereunder, the licensee will effect insurance against the matters referred to in this condition to the satisfaction of the Chamberlain of London and will produce to the Chamberlain the policies of insurance so effected and the current premium renewal receipts relative thereto at such times as the Chamberlain shall reasonably require.

10. No advertising material may be attached to, or form part of, any of the furniture.
11. No supplemental lighting may be used in connection with the furniture.

Appendix B

Pavement Licence: Default No Obstruction Condition

Anything done by the licence-holder pursuant to the licence, or any activity of other persons which is enabled by the licence, must not have one of the specified statutory effects debarring grant of the licence, namely the effect of:

- (a) preventing traffic, other than vehicular traffic, from
 - (i) entering the relevant highway at a place where such traffic could otherwise enter it (ignoring any pedestrian planning order or traffic order made in relation to the highway),
 - (ii) passing along the relevant highway, or
 - (iii) having normal access to premises adjoining the relevant highway,
- (b) preventing any use of vehicles which is permitted by a pedestrian planning order or which is not prohibited by a traffic order,
- (c) preventing statutory undertakers having access to any apparatus of theirs under, in, on or over the highway, or
- (d) preventing the operator of an electronic communications code network having access to any electronic communications apparatus kept installed for the purposes of that network under, in, on or over the highway.

Pavement Licence: Default Smoke-free Seating condition

Where the furniture on the relevant highway consists of seating for use by persons for the purpose of consuming food or drink, the licence-holder must make reasonable provision for seating where smoking is not permitted. This might include, but is not limited to:

- (a) Clear 'smoking' and 'non-smoking' areas, with 'no smoking' signage displayed in designated 'smoke-free' zones in accordance with Smoke-free (Signs) Regulations 2012
- (b) No ash trays or similar receptacles to be provided or permitted to be left on furniture where smoke-free seating is identified.
- (c) Providing a minimum of 2m distance between non-smoking and smoking areas.

Appendix C

PUBLIC NOTICE

**Business and Planning Act 2020
Application for a Pavement Licence**

I/We (*name of applicant*), _____

do hereby give notice that on (*date of application*) _____

have applied to the City Corporation for a 'Pavement Licence' at:

(*postal address of premises*)

known as (*trading name of premises*)

The application is for: (*brief description of application eg. outdoor seating to the front of the premises for serving food and drink*)

A copy of my application and associated documents including plan and details of furniture can be viewed on the City Corporation's website at www.cityoflondon.gov.uk. Any person wishing to make representations to this application may do so by email at: licensing@cityoflondon.gov.uk

by: (*date*) _____

(*this must be 14 days from the date of the application not including bank holidays*)

Signed

Dated

Appendix D

Counter Terrorism Advice for Risk Assessment

As part of a terrorist threat risk assessment in relation to use of outdoor public space for eating and drinking a licensee should consider the following:

1. ~~The safe access/egress of your customers and of those within nearby premises. Allowances should be made for the rapid dispersal of people in the event of an emergency/incident. Tables and chairs or other furniture should NOT impede this.~~
2. ~~If the premises become busy creating a queue outside, this must not conflict with customers using the tables and chairs or the adjoining pedestrian footpath. There should be clear guidance provided by the staff to direct patrons accordingly, away from the road scene. The staff should be prepared for such an event.~~
3. ~~Adequate street lighting should illuminate the deployment of tables and chairs.~~
4. ~~The licensee should liaise with neighbouring properties so they can consider their evacuation procedures accordingly and avoid any conflict and capitalise on shared benefits.~~
5. ~~The Pavement License holder will need to ensure that existing CCTV systems are correctly working, are compliant with the Data Protection Act 1998, Information Commissioners requirements and any other local CCTV Code of Conduct produced by the Police or Local Authority. Imagery must be retained for at least 28 days and images produced to a Police Officer or Local Authority Enforcement Officer upon reasonable request. Faults which render the CCTV system or parts of it inoperable should normally be rectified within 24 hours.~~
6. ~~The pavement licence holder will need to ensure that the management team of the business to which the pavement licence is attached; register and successfully complete the nationally recognised counter terrorism training product referred to as ACT E Learning within 10 days of the notification of the grant of the Pavement License OR can demonstrate that the ACT E Learning product has successfully been completed within the preceding 12 months and that all staff employed by OR at the premises complete the ACT E Learning within a reasonable period not exceeding 3 months from the notification of the grant of the Pavement License. (Act E Learning certificates are provided on successful on-line completion.) ACT E learning can be accessed at:~~

~~<https://www.gov.uk/government/news/act-awareness-elearning>.~~

~~And also at <https://ct.highfieldelearning.com/>~~

~~Further information on free training and awareness can be obtained via contact with the local Counter Terrorism Security Advisors who can be contacted on the following email: CTSA@city-of-london.pnn.police.uk~~

As part of a counter terrorism risk assessment (in relation to use of outdoor public space for eating and drinking) the licence holder should consider the following:

1. The safe access/egress of staff and customers, and those within nearby premises. Allowances should be made for the rapid dispersal of people in the event of an emergency/incident. Tables, chairs and other furniture should NOT impede this.
2. If the premises becomes busy, creating a queue outside, this must not conflict with customers using the tables and chairs or the adjoining pedestrian footpath. There should be clear guidance provided by the staff to direct patrons away from the roadway(s) accordingly. All staff should be prepared for such an event.
3. Adequate street lighting should illuminate the deployment of tables and chairs.
4. The license holder should liaise with neighbouring properties so they can consider their evacuation procedures, helping to avoid any conflict, and to capitalise on any shared benefits.
5. The pavement license holder will need to ensure that existing CCTV systems are working correctly, are compliant with the Data Protection Act 1998, Information Commissioners requirements and any other local CCTV Code of Conduct produced by the Police or Local Authority. Imagery must be retained for at least 28 days and images produced to a Police Officer or Local Authority Enforcement Officer upon reasonable request. Faults which render the CCTV system or parts of it inoperable should normally be rectified within 24 hours.
6. The pavement licence holder will need to ensure that the management team of the business to which the pavement licence is attached register and successfully complete the nationally recognised counter terrorism training products (referred to as ACT and SCan e-Learning) within 10 days of the notification of the granting of the pavement license, OR can demonstrate that these e-Learning products have been successfully completed within the preceding 12 months, and that all staff employed by, OR at the premises complete these e-Learning products within a reasonable period, not exceeding 3 months from the notification of the granting of the pavement license. E-Learning certificates are provided on successful on-line completion. ACT E-learning can be accessed at the following:
<https://ct.highfieldelearning.com/> and scan.highfieldelearning.com. Further information on free training and awareness can be obtained via the CoLP CTSA on request (CTSA@city-of-london.pnn.police.uk).

Proposed Changes
Annex D has been rewritten and amended.
Reasoning
Amended by the City of London Police Counter Terrorism Security Adviser.

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Equality Impact Assessment Form

Before completing this form, please refer to the Equality Impact Assessment Guidance documents and training materials

- EQIA Intranet Infohub
- [EQIA Guidance](#)

The Equality Impact Assessment (EQIA) will identify how any proposed policies, practices, activities, service changes or procedures will impact or affect different groups or communities if implemented. It supports officers in assessing whether the impacts are positive, negative, or unlikely to impact each of the nine protected characteristic groups. The assessment will also demonstrate whether there are ways to proactively advance equity, equality, diversity and inclusion. An EQIA is required before you finalise your proposal, or it may not be legally compliant.

If you have any questions or need feedback on your analysis, please contact the EDI team: CSPT.EDI@cityoflondon.gov.uk

Section 1: To be completed by all

Details of the lead officer completing the Assessment	Joe Mannix Licensing Policy Officer Joe.Mannix@cityoflondon.gov.uk
Department Responsible:	Licensing
Who has been involved in creating the EQIA: (please summarise/list stakeholders you have engaged with and how)	Public consultation and responsible authorities invited to consult.
Date of Initial assessment:	21 August 2024
Dates of review (as applicable)	TBC

Please refer to the EQIA guidance when completing this form

1. PROPOSAL OVERVIEW

What does the proposal aim to achieve? Please outline your proposal below

- If no potential impacts are identified at this stage, proceed to **Section 3**
- If you believe there may be potential impacts, continue to **Section 2** to complete a full EQIA.

The Pavement Licensing Policy is undergoing review, with the aim of providing safe, secure, and dynamic locations that attract businesses and people to the City; whilst providing accessible, inclusive and comfortable spaces for pedestrians or those with disabilities, and ensuring that no noise nuisance effects people living or working in the area. Alfresco Dining is regulated through the issuance of Pavement Licences under the Business and Planning Act 2020.

A Pavement Licence allows a business, or person, to install an alfresco seating area for the consumption of food or drink directly adjacent to their business premises. Businesses eligible to apply for a Pavement Licence must be either a drinking establishment (such as a Pub, Wine bar, etc.) or a business that sells food or drink for consumption either on or off the premises (such as a coffee shop, restaurant, snack shop, etc).

Section 2: To be completed for a full EQIA

2. EVIDENCE AND IMPACT ANALYSIS

Please highlight the potential impact on these groups, actions taken to mitigate impact and advance equality, diversity and inclusion (include data/evidence upon which the analysis is based)

Protected Groups:

- Age
- Disability
- Gender Reassignment
- Marriage & Civil Partnership
- Pregnancy & Maternity
- Race
- Religion & Belief
- Sex
- Sexual Orientation

Additional Groups

- Socio-economic background
- Care leavers
- Carers & Parents
- Veterans

Where relevant note relevant intersectional impacts: where combinations of different group identities may result in unique or compounded impacts.

There are two main groups that could be directly affected by the proposal, and one group that may be indirectly affected by the proposal.

Directly: 1. Disability and 2. Maternity.

Indirectly: 3. Religion or belief.

1. Disability

A Pavement Licence allows the placing of tables and chairs on highways, which results in the reduction of available pavement for wheelchair users.

Where these licences are issued to unsuitable places, the reduction of pavement could lead to the impeding of wheelchair users, those with reduced mobility requiring walking aids, and those requiring supervision during their movement.

The Corporation has regarding and implemented the recommendations of TfL's Pedestrian Comfort Guidance for London. This guidance recommends a minimum acceptable available pathway of 2.2m, which has been established in this policy. In standard practice this would allow 2 people and 900mm space between them and any building or furniture. This space also allows for wheelchairs, walking aids or assisted movement to move unimpeded.

Furthermore, measures around ensuring applicants consider the needs of disabled persons at the point of application will be placed into Policy.

Please refer to the EQIA guidance when completing this form

In practice, the primary concern by disabled respondents indicated at policy consultation was the enforcement of licensed permissions.

2. Maternity

A Pavement Licences allows the placing of tables and chairs on highways, which results in the reduction of available pavement for Parents using prams to transport their infants and young children.

Where these licences are issued to unsuitable places, there would be a direct impact on parents/infants through the reduction of space on the pavement, potentially leading to reduction of safety and comfort of those using prams.

The Corporation has regarding and implemented the recommendations of TfL's Pedestrian Comfort Guidance for London. This guidance recommends a minimum acceptable available pathway of 2.2m, which has been established in this policy. In standard practice this would allow 2 people and 900mm space between them and any building or furniture. This space also allows for prams to manoeuvre unimpeded.

3. Religion or Belief

Due to the nature of pavement licensing, and it's ability to provide external space to licensed premises; it necessarily follows that there may be an indirect impact on the religiously conservative, as an activity that is often conducted inside a brick and mortar premises will be more visible. It is important to recognise the indirect impact that this may have.

All applications have a 14 day consultation period which should go some way to identifying areas where pavements licences would be unsuitable for the proposed activity. Should representation against the issuance of a licence be received, then a determination will be made based on the issues that are raised.

Notices must be fixed in place at the site, and the consultation is published on our website and sent out to those subscribing to the licensing bulletin.

We also consult with a wide range of responsible authority stakeholders, to ensure a well-rounded view is received to determine the application.

Please refer to the EQIA guidance when completing this form

3. STAKEHOLDER ENGAGEMENT, MITIGATIONS AND CHANGE

Outline any consultation/engagement activity and additional information gathered not outlined above (if relevant)

Include information on stakeholders involved, and methods used for engagement / consultation.

Describe any further work required on proposals as a consequence of engagement/consultation (if relevant)

A public and stakeholder consultation was held for 4 weeks, and hosted on the commonplace platform. An analysis of the public consultation was conducted, and as a result of this a number of point of clarification were implemented in the policy.

It was noted that the primary concern, from respondents that identified as disabled, was the enforcement of the 2.2m clear pavement areas. This issue has been flagged to for an enforcement plan to be created as part of the Licensing Service's work plan.

Overall, there is a positive impact on protected characteristic groups, and measures have been built into the policy to ensure that the Square Mile remains a positive environment for everyone that lives, works and visits the City.

The policy incorporates a number of best practice measures, and respondents to the consultation were overwhelmingly in favour of the majority of measures within the policy.

Please refer to the EQIA guidance when completing this form

4.MONITORING AND REVIEW

Will you monitor and review the impact of the proposal once it has been put into effect, if so how? What are the timescales for reviewing the EQIA once proposals are implemented?

This may take the form of an action plan - template available here

The proposal will be reviewed if new guidance on pavement licensing is issued by government or in any case, within three years of the policy being adopted. It may also be reviewed when information is received that there is an impact on our PSED.

Please refer to the EQIA guidance when completing this form

Section 3: To be completed by ALL

5.ERECORDING YOUR DECISION AND SIGN-OFF

Detail the decision of how your proposal will progress.

Describe any changes or mitigations needed for adverse impacts.

Include negative impacts that require justification.

The proposal will continue and be proposed for adoption. The proposal promotes positive impact to our communities by increasing community cohesion; by ensuring pavement licences are not granted near to sensitive areas.

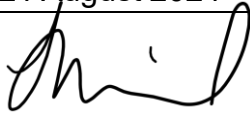
Furthermore, our policy has adopted the Transport for London's minimum pavement widths; following in depth studies by TfL into the required technical widths for access, inclusivity and best practice in London.

The policy also ensures that applications go through a consultation with a thorough consideration process to ensure that licences are appropriate for the locality they are issued to.

Please refer to the EQIA guidance when completing this form

Sign off

1. Officer completing the EQIA

Name	Joe Mannix
Job Title	Licensing Policy Officer
Date	21 August 2024
Signature	

2. Line Manager

Name	
Job Title	
Date	
Signature	

3. Senior Manager or Chief Officer

Name	
Job Title	
Date	
Signature	

Once this form has been signed off, please send a copy of the form to the EDI Team: CSPT.EDI@cityoflondon.gov.uk

City of London Corporation Committee Report

Committee(s): Planning & Transportation – For Decision	Dated: 05/11/2024
Subject: Puddle Dock – Planning Brief	Public report: For Decision
This proposal: <ul style="list-style-type: none"> • delivers Corporate Plan 2024-29 outcomes • provides statutory duties 	<ul style="list-style-type: none"> • Statutory Planning Duties • Diverse Engaged Communities • Dynamic Economic Growth • Leading Sustainable Environment • Vibrant Thriving Destination • Flourishing Public Spaces
Does this proposal require extra revenue and/or capital spending?	Yes
If so, how much?	A total allocation of £125,000
What is the source of Funding?	Project Reserve Contingency
Has this Funding Source been agreed with the Chamberlain’s Department?	Yes
Report of:	Katie Stewart – Executive Director Environment
Report author:	Peter Wilson – Assistant Director (Development Management)

Summary

This report recommends that approval is granted to commencement the drafting of a Planning Brief for the area known as Puddle Dock. On 11th July 2024 Policy and Resources Committee approved a non-public report of the City Surveyor that included a recommendation for the City as Local Planning Authority to work up a Planning Brief for Puddle Dock to provide guidelines and requirements for development - together with a budget allowance from the Project Reserve

Contingency for its delivery - regarding the area known as Puddle Dock. This report presents the intention for a Planning Brief which will set out guidelines and requirements for any development of, in whole or in part, the area known as Puddle Dock. It is considered necessary given the scale, overarching public realm and sensitive nature of this site. The Planning Brief will, upon adoption, constitute a Supplementary Planning Document (SPD) in line with the Local Plan 2015 and the forthcoming City Plan 2040.

Recommendation(s)

Members are asked to:

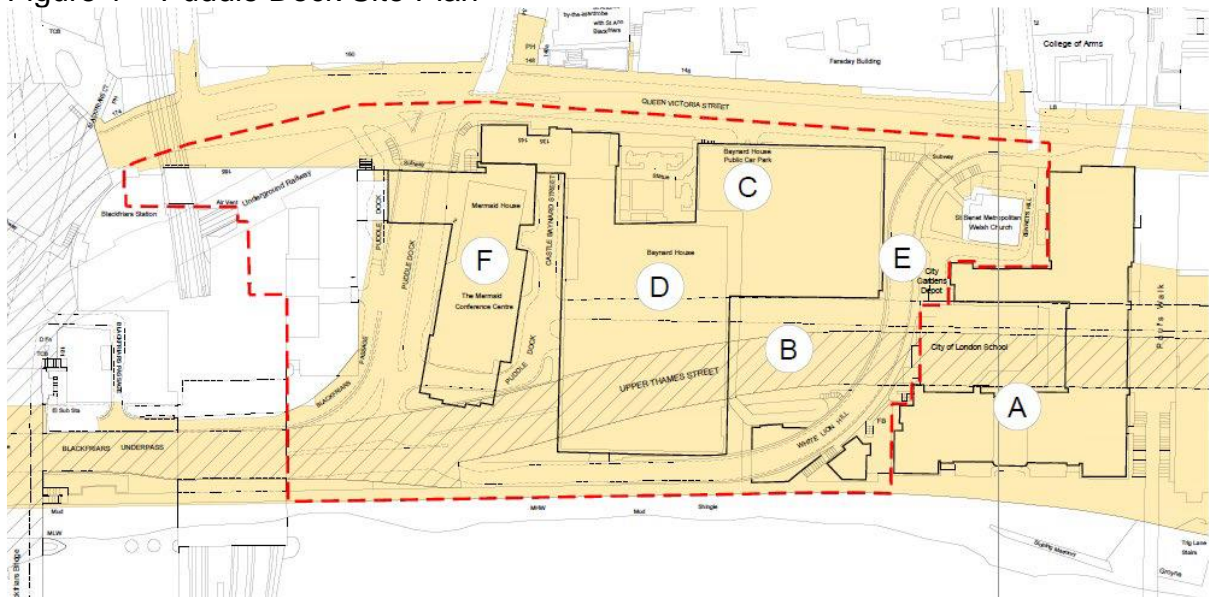
- Approve the commencement of a draft Puddle Dock Planning Brief

Main Report

Background

1. The area known as Puddle Dock (bounded by Queen Victoria Street to the north, the river Thames to the south, Blackfriars Station to the west, and Millenium Bridge/ Peter's Hill to the east) has significant development potential. See location plan and building summary below:

Figure 1 – Puddle Dock Site Plan



- | | |
|-----------------------------------|---------------------|
| A – City of London Boys School | B – CoLBS pitches |
| C – Baynard House Public Car Park | D – Baynard House |
| E – City Garden Depot | F – Mermaid Theatre |

2. The Puddle Dock area was redeveloped during the 1960s - 1980s, including the creation of the Upper Thames Street tunnel. The site is dominated by significant buildings and the highway network creating visual and physical barriers for

pedestrians. These result in a lack of permeability within the site. The public realm provision and the area is generally considered uninviting.

3. Within the draft City Plan 2040 the site falls within the Blackfriars 'Key Area of Change' which includes the promotion of comprehensive redevelopment or refurbishment of existing post-war buildings to provide new high-quality office and commercial accommodation, creation of new public realm, enhancing pedestrian permeability including widening and creating a vibrant Riverside Walk.

Current Position

4. To realise optimal outcomes for the Puddle Dock area, proposals that come forward would benefit from a shared vision, clear masterplan and alignment on specific aspects of the design, uses and infrastructure for the site. These can best be captured in a 'Design Guide', or Planning Brief, for Puddle Dock.
5. The development of the Puddle Dock Planning Brief would be led by the City's Planning division, working in partnership with key stakeholders, with governance processes agreed at an early stage. Given the resources requirements, consultancy support is required to assist the preparation of a Design Guide.
6. Planning Briefs can be developed to different levels of detail, depending on their purpose. Careful scoping would be undertaken at the start of the project to set out the appropriate level of detail for different aspects of the design guide, helping to give the right balance between certainty and flexibility, and ensuring the process of developing a design guide can happen at pace. It is currently envisaged that the Planning Brief could set parameters for:
 - i) Movement, street layout, public spaces
 - ii) Built form, heights, scale, massing, and an overall masterplan
 - iii) Character, heritage, identity, wayfinding, legibility
 - iv) Uses and activation (at different times/days)
 - v) Safety, security, lighting, resilience, flooding
 - vi) Green spaces, sustainability, energy
 - vii) Transport and servicing
 - viii) Policy compliance
7. The Planning Brief would give the City, through its planning function, additional influence through all stages of the process to delivery, and provide developers greater certainty about what may be acceptable when seeking planning permission, and can help lead to faster decisions based on whether a proposal complies with a guide. This can help to speed up the delivery of development. For larger potentially phased schemes such as Puddle Dock, design guides can help to maintain consistency in the delivery of development over a longer period of time.

8. This Planning Brief would prevail even if the scheme cannot be evolved with the other landowners. The City's ambitions for the uses within a scheme at Puddle Dock, will need to be evolved in the context of its evolving strategies for operational use, placemaking, governance, corporate objectives, City Plan, Destination City and Corporate Plan. A development at Puddle Dock provides opportunity for the City to take a leading role in shaping through this SPD a 'once in a generation' development site capable of meeting the requirements of various occupier uses, with exemplar sustainability standards and significant public, social and placemaking benefits.

Options

9. The options for the City are:
 - A. Do Nothing – to reactively respond to and anticipate and assess proposals for the area in whole or part as and when they come forward.
 - B. Proactively consider the potential for development of the site. To fully assess and determine the latent potential in the site a Planning Brief should be evolved working with stakeholders to address the primary impediments to a full comprehensive development of the whole. During this time further consideration can be given to the potential uses for the end development.
10. In order to establish a proactive vision for what this vital river opportunity and Key Area of Change can deliver it is recommended to proceed with Option B, drawing down on the funding approved by Policy and Resources Committee from the Project Reserve Contingency.
11. In the event that stakeholder(s) do not engage positively to working collaboratively, and/or there is no alignment of vision for the site, the City could revert to options A or B.

Proposals

12. To have weight in decision-making and influence development proposals through the planning process, a Planning Brief will need to go through a number of stages of development including public consultation and formal adoption by the Planning and Transportation Committee as a Supplementary Planning Document.
13. Evolving a Planning Brief will require an external appointment of a consultant through a public procurement process. A consultant is required to secure optimum capability in this area and to build capacity.
14. The process would likely include:
 - The procurement and appointment of a consultant Autumn 2024.

- A Draft Planning Brief to Planning & Transportation Committee to approve public consultation in the Spring/Summer 2025.
- A return to Planning & Transportation Committee for approval to adopt the Planning Brief as a SPD Autumn/Winter 2025 following consideration of consultation responses and finalisation of the document.

Corporate & Strategic Implications

15. **Strategic implications** – The delivery of this Planning Brief will strengthen the influence of and strengthen existing and draft City Plan policy for this Key Area of Change and delivery of the following outcomes of the Corporate Plan:
- Diverse Engaged Communities
 - Dynamic Economic Growth
 - Leading Sustainable Environment
 - Vibrant Thriving Destination
 - Flourishing Public Spaces
16. **Financial implications** - There are no financial implications arising from this report with funding already approved through Policy & Resources Committee 11th July 2024; Finance Committee 23rd July 2024; and Investment Committee 25th July 2024.
17. **Resource implications** - Delivery of the Planning Brief will be through an appointed consultant with oversight by existing Environment Department staff resources.
18. **Legal implications** - There are no legal implications arising from this report. The SPD is being developed in line with the requirements of The Town and Country Planning (Local Planning) (England) Regulations 2012. The Levelling-up and Regeneration Act 2023 received Royal Assent on the 26th of October 2023. This Act introduces changes to the plan making system but the dates for the initial commencement of the relevant sections is yet to be appointed, meaning these sections don't yet apply. If the relevant sections are commenced, local planning authorities will no longer be able to produce supplementary planning documents. However, In the event that a date is appointed before the SPD is adopted, it is likely that the SPD could still be treated as a material planning consideration and officers consider it will still provide useful guidance to inform the planning process.
19. **Risk implications** - There are no additional new risks arising from this report.
20. **Equalities implications** – Section 149 of the Equality Act 2010 requires that the City Corporation, as a public authority must, in the exercise of its functions, have due regard to the need to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
 - Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
21. The characteristics protected by the Equality Act are age, disability, gender, reassignment, pregnancy and maternity, race, religion or beliefs, sex and sexual orientation.
22. Communications and events will be designed to be accessible. An Equality Impact Assessment (EqIA) screening of the draft SPD will be undertaken to evaluate the implications for people with protected characteristics.
23. **Climate implications** - Delivery of the SPD will seek to contribute towards meeting the objectives of the Climate Action Strategy.
24. **Security implications** - There are no security implications arising from this report.

Conclusion

25. The potential for Development at Puddle Dock is a generational opportunity for the City and a Planning Brief for the site in addition to the vision and policies of the City Plan 2040 including that for the Blackfriars Key Area of Change allows for a proactive position to be taken as a material consideration in any development proposals and therefore would act as a proponent of the development of this gateway to the City, enlivening this north bank of the river. To achieve optimal improvement of the site, a development needs master planning and engagement with the key stakeholders including landowners and infrastructure.
26. This is a complex site with multiple constraints and landowners. The Planning Brief is considered to allow for the City to positively shape future development proposals in support of the City Plan and wider City Corporate Plan objectives. The Planning Brief will form a complementary material planning consideration to the Development Plan.

Peter Wilson

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Agenda Item 8

Committee(s): Planning and Transportation Committee	Dated: 5 November 2024
Subject: Infrastructure Funding Statement CIL/S106 2023-24	Public
This proposal: <ul style="list-style-type: none"> • delivers Corporate Plan 2024-29 outcomes • provides statutory duties 	Leading Sustainable Environment, Vibrant Thriving Destination, Providing Excellent Services, Flourishing Public Spaces, Diverse Engaged Communities, Dynamic Economic Growth, Statutory Reporting under CIL Regulations 2010 (as amended)
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of: Gwyn Richards, Planning and Development Director – Environment Department	
Report author: Lewis Robinson, City Development, and Investment Unit - Environment Department	For Decision

Summary

The report presents the City’s Community Infrastructure Levy (CIL) and Section 106 (S106) planning obligations infrastructure funding statement at the end of the financial year 2023/24. The report summarises the City’s CIL and S106 balances, allocations and spend at the end of the financial year and updates the list of infrastructure projects or types of infrastructure the city will be wholly or partly funding by CIL. The CIL regulations require collecting authorities to produce an annual Infrastructure Funding Statement (IFS) for publication on the City’s website.

CIL highlights for 2023/24:

- £ 33.00m receipts in Mayoral CIL
- £ 24.65m receipts for City CIL
- £ 21.38m potential City CIL (CIL-liable planning permissions granted in 2023/24)
- £ 33.70m allocated to projects
- £ 48.41m spend in the year
- £ 30.11m unspent City CIL allocations as at 31 March 2024

S106 Highlights for 2023/24:

- £ 16.20 S106 receipts
- £ 6.37m S106 spend
- £ 27.54m potential S106 contributions secured from twenty-eight agreements signed in the reporting year
- £ 105.47m remaining S106 balance as at 31 March 2024

Recommendation(s)

Members are asked to note the content of this report and approve the infrastructure list at paragraph 19, repeated at section 4 of the Infrastructure Funding Statement, for publication on the City's website.

Main Report

Background

1. All local planning authorities have a duty to publish an Infrastructure Funding Statement (IFS) at least annually in accordance with Regulation 121A of the Community Infrastructure Levy Regulations 2010 (as amended). The report must include the total CIL receipts for the reported year, CIL expenditure and receipts retained at the end of the reporting year as set out in the regulations. The IFS is to also include a section 106 report for each year providing information on contributions to be provided under any planning obligation entered into in the year, contributions received, allocated and spent on relevant infrastructure projects in the financial year 2023/24.
2. This report provides information on the Community Infrastructure Levy and developer contributions which have been secured in section 106 agreements, received, allocated and spent in the financial year 2023/24 (01 April 2023 - 31 March 2024).

Key Data - Community Infrastructure Levy

3. The compact nature of the City, intense development activity and employment place considerable demands on City services, our infrastructure and environment. The City Corporation utilises the Community Infrastructure Levy (CIL), attaches planning conditions and negotiates section 106 agreements (also known as planning obligations) with developers, to secure the best and most sustainable use of land and to mitigate the impact of these demands.
4. The London Plan, City of London Local Plan 2015, Core Strategic Policy CS4: Planning Contributions sets out the policy and background for securing contributions and setting the CIL Levy for the delivery of the infrastructure necessary to enable development in the area. The policy is set out below in Figure 1.

Figure 1: Core Strategic Policy CS4: Planning Contributions

<p>To manage the impact of development, seeking appropriate developer contributions:</p> <ol style="list-style-type: none">1. Requiring contributions through the Community Infrastructure Levy to assist in the delivery of the infrastructure necessary to support implementation of the Local Plan.2. Requiring s106 planning obligations, having regard to the impact of the obligation on the viability of development, for:<ol style="list-style-type: none">(i) site specific mitigation meeting statutory tests;(ii) affordable housing;(iii) local training, skills and job brokerage;(iv) local procurement in the City and City Fringe.3. Requiring qualifying development to make an additional contribution to meeting the costs of Crossrail construction in accordance with the provisions of the London Plan.
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5. CIL helps fund the infrastructure needed to deliver the City's Local Plan and address the cumulative impact of development across the City of London. A development is liable for CIL if it is creating one or more dwellings, or new floorspace of 100sqm or more.
6. The levy is payable either within 60 days of the commencement of a development, or within the terms of an instalment policy set by the CIL charging authority. The City Corporation has an Instalment Policy in place set out below:
 - Where the payable amount of CIL is £100,000 or less, the whole amount shall be paid in a single instalment not more than 60 days after commencement of the development.
 - Where the payable amount is more than £100,001, developers have the option to pay two instalments:
 - The greater of £100,001 or half the value of the total payable amount is due within 60 days after commencement, and
 - The remainder is due within 240 days after commencement.
7. As a result of the Instalment Policy, CIL Demand Notices issued during the year do not necessarily equate to the CIL sums likely to be received that year. In addition, developments can be altered through further applications for planning permissions, often resulting in revised Demand Notices.
8. Re-issued notices are not double counted in this report. If a demand notice is issued and re-issued in the same reporting year, only the re-issued notice is relevant. Figure 2 below sets out the CIL highlights for financial year 2023/24.

Figure 2 2023/24 CIL highlights

City CIL Highlights	2023/24
City CIL Receipts	£24,656,713
Outstanding Demand Notices (City CIL) at 31 March 2024	£13,237,439
City CIL Liability for planning permissions granted in 2023/24	£21,383,523
CIL allocated to projects	£33,741,089
CIL Spend	£48,418,363

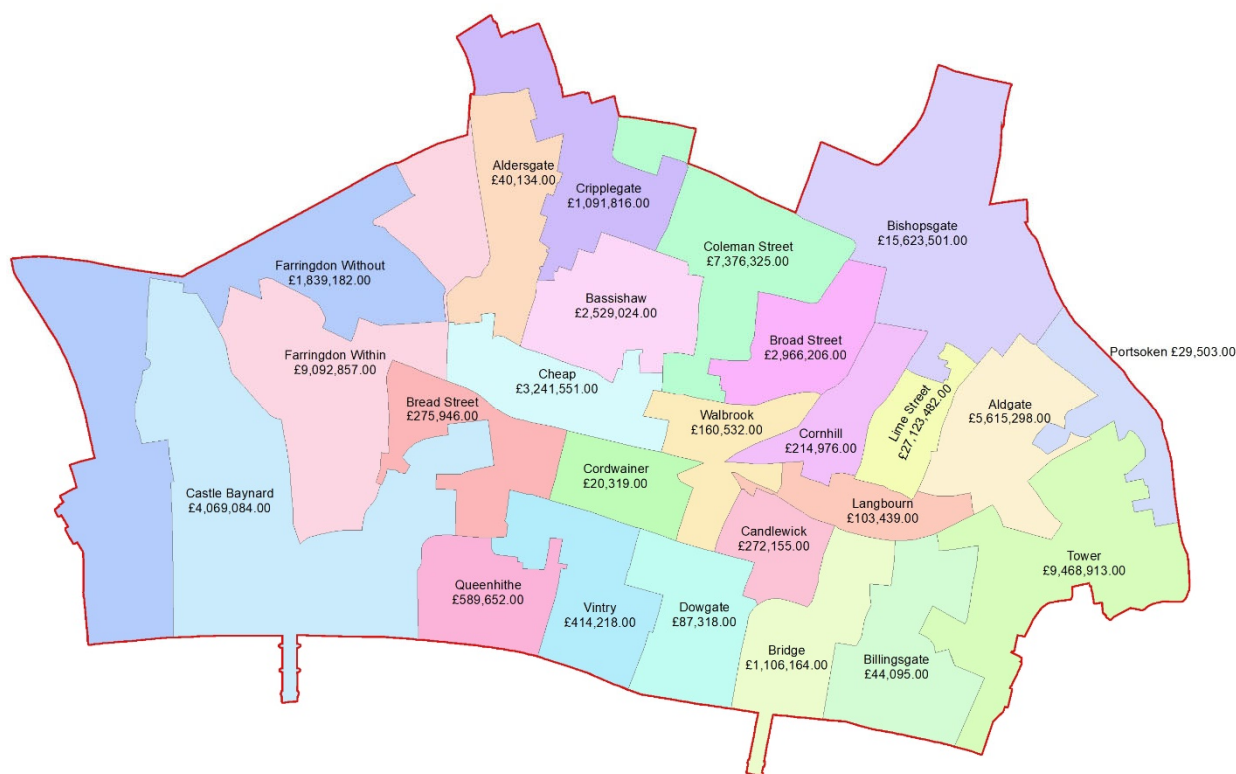
9. CIL receipts in 2023/24 for both City (£24,656,713) and Mayoral CIL (£33,004,968) were collected from thirty-seven developments.

Outstanding CIL

10. At the end of March 2024, a total £13,237,439 of City CIL was outstanding from several developments which commenced in 2023/24. These liabilities are due within 2-8 months of commencement of the development (if the instalments policy is applied) and therefore due to be received in 2024/25.

11. Figure 3 below provides details of the £24,656,713 in City CIL receipts banked cumulatively by ward as at 31/03/2024.

Figure 3 Cumulative CIL Receipts by Ward



Potential CIL

12. CIL Liability Notices with a total value of £47,205,853 were issued to twenty-eight chargeable developments in 2023/24. Of this, £21,383,523 was for City CIL and £25,822,330 for Mayoral CIL. Twelve of these developments have since commenced.

CIL Allocations

13. National Planning Practice Guidance states that CIL is required to be spent on infrastructure projects to support the delivery of the growth envisaged in the Local Plan. The City will spend the levy on infrastructure needed to support the development of the area. The priorities board consider infrastructure projects necessary to deliver growth envisioned by the policies in the City Plan and Infrastructure Delivery Plan. Recommendations for allocation of CIL is made on this basis to the relevant Committees.

14. As at 31 March 2024 a total of £95,742,504.60 was allocated to projects, Neighbourhood CIL grants, and CIL Administration as set out in Figure 4 below and Table 3 of the IFS document.

Figure 4 CIL Allocations and Expenditure up to 31 March 2023

Item of Infrastructure	Total Allocations to 31/03/2024	Total CIL Expenditure to 31/03/2024	Unspent CIL Allocations
General City CIL Projects	£87,823,009.44	£60,179,899.44	£27,643,110.00
Churchyards Enhancement Programme	£84,060.80	£84,060.80	£0.00
Bloomberg Place Highway changes	£182,323.64	£182,323.64	£0.00
HVM Security Programme	£4,431,000.00	£2,947,647.00	£1,483,353.00
Beech Street Transport & Public Realm Improvements	£2,023,000.00	£1,805,197.00	£217,803.00
Golden Lane Community Centre	£632,625.00	£632,625.00	£0.00
City Mental Health Centre	£521,000.00	£502,534.00	£18,466.00
Relocation of Adult Skills & Education Services (ASES)	£25,000.00	£25,000.00	£0.00
Expanding Citigen Energy Network	£17,000.00	£17,000.00	£0.00
Secure City Programme	£17,672,000.00	£8,913,337.00	£8,758,663.00
Public Realm Security Programme	£225,000.00	£225,000.00	£0.00
St Pauls Cathedral External Lighting	£1,160,000.00	£354,280.00	£805,720.00
Finsbury Circus Reinstatement	£2,558,000.00	£289,977.00	£2,268,023.00
Barbican and Golden Lane Healthy Streets Plan	£141,000.00	£115,000.00	£26,000.00
St Paul's Gyratory	£2,915,000.00	£0.00	£2,915,000.00
Museum of London	£44,600,000.00	£44,085,918.00	£514,082.00
Walbrook Wharf	£380,000.00	£0.00	£380,000.00
West Smithfield and Charterhouse Street Highway strengthening	£3,500,000.00	£0.00	£3,500,000.00
Barbican Library Refresh	£776,000.00	£0.00	£776,000.00
Sculpture in the City	£80,000.00	£0.00	£80,000.00
City Cluster Programme	£5,900,000.00	£0.00	£5,900,000.00
Neighbourhood CIL Projects	£7,237,990.70	£4,767,775.70	£2,470,215.00
Becket Pageant for London, acting through the Skinners' Malmesbury Foundation	£24,500.00	£24,500.00	£0.00
Maggie Keswick Jencks Cancer Caring Centres Trust	£254,827.00	£116,910.00	£137,917.00
St Vedast-alias-Foster	£25,000.00	£25,000.00	£0.00
Bevis Marks Synagogue Heritage Foundation	£240,000.00	£205,000.00	£35,000.00
Fleet Street Sundial CIC	£29,650.00	£29,650.00	£0.00
Age UK City of London	£48,171.00	£48,171.00	£0.00
Barbican Centre Trust Limited	£191,067.00	£191,067.00	£0.00
Globe Studios Limited	£134,973.70	£134,973.70	£0.00
Learning Through The Arts CIC	£49,984.00	£49,984.00	£0.00
Repowering London	£33,660.00	£33,660.00	£0.00

City Property Association Limited	£100,000.00	£100,000.00	£0.00
The Worshipful Company of Chartered Architects	£24,600.00	£24,600.00	£0.00
Golden Lane Estate Residents' Association	£50,000.00	£31,520.00	£18,480.00
Parochial Church Council of the Ecclesiastical Parish of St Mary-le-Bow, Cheapside	£18,274.00	£18,274.00	£0.00
Barbican Centre Trust Limited	£39,663.00	£39,663.00	£0.00
New Diorama	£154,640.00	£154,640.00	£0.00
The Royal Society for Blind Children	£48,646.00	£48,646.00	£0.00
TEMPLE BAR TRUST	£250,000.00	£137,500.00	£112,500.00
The World Reimagined Limited	£100,000.00	£100,000.00	£0.00
Outset Contemporary Art Fund	£110,932.00	£110,932.00	£0.00
Historical Royal Palaces	£300,000.00	£300,000.00	£0.00
Pollinating London Together	£230,000.00	£230,000.00	£0.00
CurvingRoad	£24,000.00	£24,000.00	£0.00
XLP	£46,824.00	£46,824.00	£0.00
St. Michael Cornhill	£7,855.00	£7,855.00	£0.00
Barts Heritage	£774,000.00	£288,320.00	£485,680.00
The Temple Church	£408,500.00	£187,297.00	£221,203.00
Barbican Centre Trust Limited	£273,370.00	£273,370.00	£0.00
St Botolph without Aldgate	£50,000.00	£50,000.00	£0.00
St Stephen Walbrook	£25,067.00	£25,067.00	£0.00
The Worshipful Company of Carmen St Dunstan Heritage Trust	£49,791.00	£0.00	£49,791.00
The Parochial Church Council of The Ecclesiastical Parish of St Andrew by the Wardrobe, London	£250,000.00	£250,000.00	£0.00
LIFT	£240,870.00	£119,545.00	£121,325.00
Tempo Time Credits	£24,934.00	£24,934.00	£0.00
New Diorama	£181,000.00	£181,000.00	£0.00
London Diocesan Fund	£150,000.00	£150,000.00	£0.00
Museum of London	£650,605.00	£200,222.00	£450,383.00
Ramadan Tent Project Ltd	£13,550.00	£13,550.00	£0.00
St Giles without Cripplegate	£17,336.00	£17,336.00	£0.00
Urban Learners Ltd	£49,250.00	£49,250.00	£0.00
Age UK City of London	£40,950.00	£40,950.00	£0.00
ARTBASH & be	£75,210.00	£60,410.00	£14,800.00
Barbican Centre Trust Limited	£233,707.00	£175,280.00	£58,427.00
Whizz-Kidz	£10,200.00	£10,200.00	£0.00
Barbican Association	£449,550.00	£0.00	£449,550.00
East London Dance	£49,922.00	£49,922.00	£0.00
Aveo Group Ltd	£49,975.00	£49,975.00	£0.00
St Bartholomew Gatehouse Trust	£24,000.00	£24,000.00	£0.00
Tavistock Relationships	£49,952.00	£41,627.00	£8,325.00
The Lord Mayor's Appeal	£90,000.00	£40,000.00	£50,000.00

The Running Charity	£42,652.00	£31,989.00	£10,663.00
SIMPLICIOUS (Good Living) CIC	£27,598.00	£25,161.00	£2,437.00
NLA	£65,000.00	£32,500.00	£32,500.00
Tempo Time Credits	£24,935.00	£18,701.00	£6,234.00
Ramadan Tent Project Ltd	£38,800.00	£38,800.00	£0.00
Pollinating London Together	£270,000.00	£65,000.00	£205,000.00
Administration Total	£681,504.46	£681,504.00	£0.46
NCIL Admin	£349,584.00	£349,584.00	£0.00
City CIL Admin	£331,920.46	£331,920.00	£0.46
Grand Totals	£95,742,504.60	£65,629,179.14	£30,113,325.46

CIL Expenditure

15. A total of £48,418,362 of City CIL was spent in 2023/24 comprising of £46,932,325 of general CIL funds, £1,286,027 of Neighbourhood CIL funds, and £200,010 of the City CIL administration.
16. At the end of March 2024, a total of £65,629,179 City CIL had been spent since the City introduced its charging schedule (consisting of £60,179,899 of General CIL Funds, £4,767,775 of Neighbourhood CIL Funds and £681,504 of City CIL Administration Funds).
17. Spend on infrastructure projects (General CIL Fund) usually spans more than one financial year, therefore the allocations reported in this financial year can be spent in the next financial years.

Infrastructure Projects

18. CIL Regulations require the authority to publish a statement of the infrastructure projects or types of infrastructure which the charging authority intends will be, or may be, wholly or partly funded by CIL.
19. The City of London Infrastructure List consists of the following projects to deliver the vision of the adopted City Plan, Emerging City Plan and the Infrastructure Delivery Plan (IDP) 2020. The IDP is utilised for prioritising and determining bids for allocation of Community Infrastructure Levy funds.

Public realm and streets, including:

- Eastern Cluster public realm improvements
- Transforming Fleet Street
- St Paul's Gyrotory
- Public realm security
- Secure City programme
- St Paul's Cathedral external lighting
- Barbican and Golden Lane Healthy Streets Plan
- West Smithfield and Charterhouse Street highway works

Parks, open spaces and recreation, including:

- Finsbury Circus reinstatement

Cultural and community services, including:

- Barbican Library refresh
- London Museum

Infrastructure and utilities, including:

- Walbrook Wharf

Key data - S106 Financial Obligations

20. The City's Planning Obligations Supplementary Planning Document (SPD) sets out how S106 planning obligations in the City of London will be applied and explains how planning obligations are operated, within the context of the City of London Local Plan. Some Section 106 agreements secure wider obligations that achieve site specific mitigation measures, which cannot be bound by condition, such as Wind Mitigation Surveys and Security/Counter Terrorism Measures to make the development acceptable in planning terms.

21. Financial contributions for Affordable Housing and Local Training Skills & Job Brokerage contributions are pooled to fund City-wide programmes of works and initiatives, including development on City Corporation housing estates outside of the City. Other obligations are site specific and can only be used for the measures set out in each legal agreement. Many of these relate to highways, public realm, and environmental improvements. These are listed under the title Local Community, Environment and Transport Improvements in the table below and include sums secured on the behalf of TfL for cycle hire and network improvements, and other transport infrastructure improvements. The S106 Highlights for 2023/24 are listed below in Figure 5.

Figure 5: 2023/2024 S106 Highlights

S106 Highlights	2023/24
Total Agreements Completed 2023/24	28*
Value of Contributions secured	£27.54m
Receipts in the year	£16.20m
Allocation in the year	£7.00m
Spend in the year	£5.89m

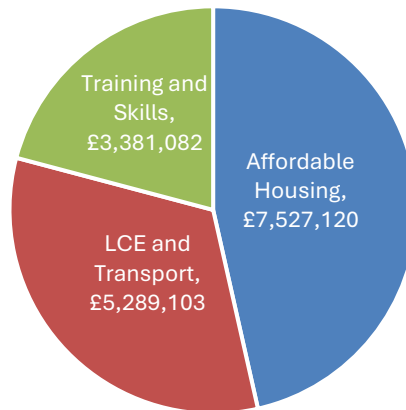
* - Includes deeds of variations to original S106 agreements

S106 Spend

22. A total of £ 5,890,675 was spent on projects in 2023/24. This is an increase over the previous financial year total spend of £2,551,407.

23. Figures 6a and 6b provide an illustration of receipts and spend for 2023/24 by covenant type and includes interest. Figure 6a provides an analysis of the contributions received in the financial year by covenant type, including interest and Figure 6b provides an illustration of S106 expenditure.

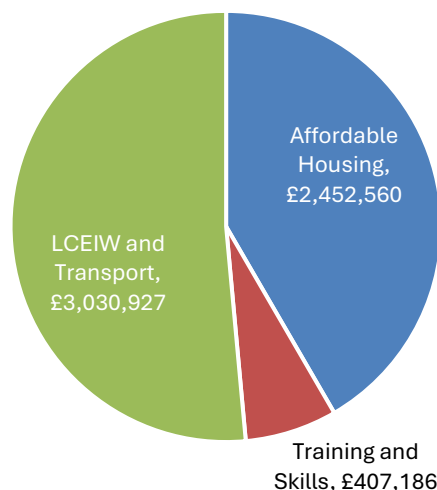
Figure 6a Contributions received 2023/24



24. Of the twenty-eight agreements signed in 2023/24, nine commenced in the reporting year resulting in contributions received totalling £6.3m. Other contributions received in this financial year were received from agreements signed in previous years. Eight of the twenty-eight agreements made this year were variations of previously made agreements.

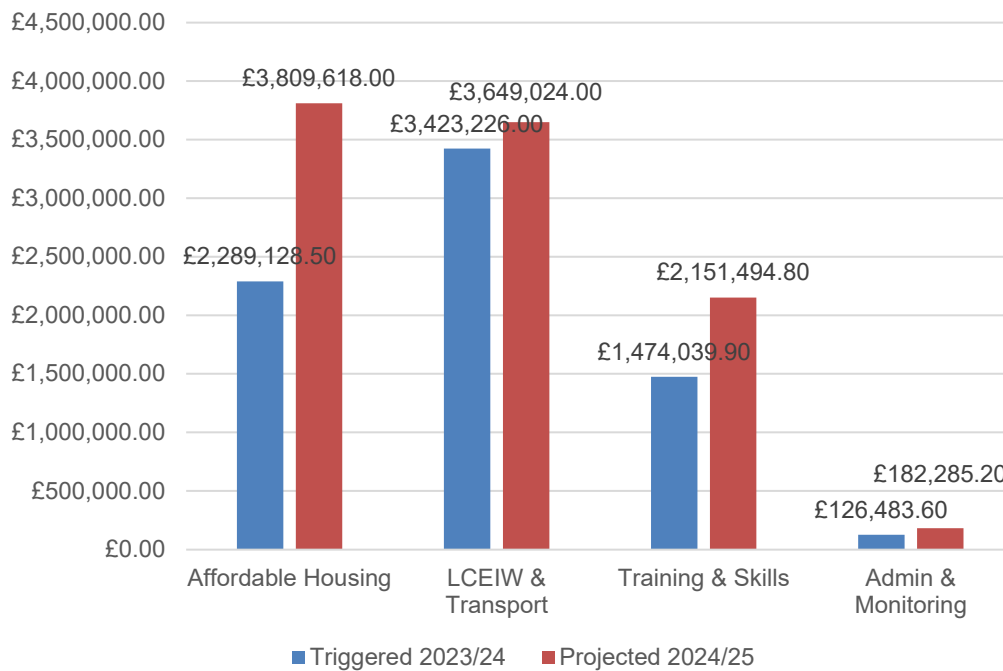
25. Spend on projects usually span more than one financial year. Therefore, allocations reported in this financial year may be spent in the next financial year. For example, the total allocations in this reporting year are £6,999,964 and total spend stands at £5,890,675. This is because of projects which may have been commenced in previous years but are ongoing in this financial year.

Figure 6b S106 Spend 2023/24



26. Potential contributions from the further nineteen agreements completed but not triggered in the year are £21.24m. However, we cannot be certain whether these developments will commence in the next financial year, and we will likely see developments commence from this and previous financial years. Figure 7 below illustrates the potential contributions secured from the nine agreements signed and triggered in the reporting year and a forecast of potential receipts in the next financial year based on agreements signed but not triggered in this reporting year.

Figure 7 Contributions from agreements signed and triggered in 2023/24, and potential receipts for 2024/25



Remaining Balance

27. The remaining balance of S106 contributions held by the City currently totals £107,735,586 at the end of 2023/24 and relates to contributions allocated but not spent in the financial year. Planning obligations are secured for site specific mitigation measures therefore, all money received under planning obligations as identified in the legal agreement can only be used for those purposes and are considered allocated for those purposes. A detailed breakdown, along with allocations to infrastructure projects in the pipeline, can be seen in IFS.

Financial Implications

28. There are no direct financial implications to the Authority from this report. However, it should be noted that references in this report to receipts relate to actual monies received between the period April 2023 and March 2024. These amounts will differ from the invoiced amounts appearing on the general ledger for this same period as a customer may be invoiced in one period and the monies received in the subsequent period.

Conclusion

29. Regulation 62 of the CIL Regulations 2010 as amended requires the charging authority to report on CIL receipts and expenditure on infrastructure projects at the end of a financial year. The detailed Infrastructure Funding Statement for the 2023-24 reporting year is appended to this report and will be published on the City's website in accordance with the regulations.

Appendices

Infrastructure Funding Statement 2023-24

Background Papers

None

Infrastructure Funding Statement 2023-24



Contents

1. Introduction	Page 3
2. Community Infrastructure Levy (CIL) Report 2023-2024	Page 5
3. Section 106 (Planning Obligations) Report 2023-2024	Page 18
4. City of London CIL Infrastructure List	Page 27
5. Contacts	Page 28
Appendix 1—Details of Section 106 Agreements Secured in 2023/24 - 3(a)	Page 29

Pictured on the cover:

York Way Estate, HVM on Fleet Street, and the Churchyard at St Paul's Cathedral.

1 Introduction

1.1 The compact nature of the City and the intensification of development and employment place demands on the City’s services, infrastructure and environment. The City Corporation utilises the Community Infrastructure Levy (CIL), attaches planning conditions and negotiates planning obligations (also known as S106 agreements) with developers, to secure the best and most sustainable use of land and to mitigate the impact of these demands.

1.2 The policy is set out in the [City of London Local Plan](#) Core Strategic Policy CS4: Planning Contributions:

Strategic Policy CS4—Planning Contributions

To manage the impact of development, seeking appropriate developer contributions:

1. Requiring contributions through the Community Infrastructure Levy to assist in the delivery of the infrastructure necessary to support implementation of the Local Plan.
2. Requiring s106 planning obligations, having regard to the impact of the obligation on the viability of development, for:
 - i) site specific mitigation meeting statutory tests;
 - ii) affordable housing;
 - iii) (iii) local training, skills and job brokerage;
 - iv) (iv) local procurement in the City and City Fringe.
3. Requiring qualifying development to make an additional contribution to meeting the costs of Crossrail construction in accordance with the provisions of the London Plan.

1.3 In accordance with amendments made to the Community Infrastructure Levy (CIL) Regulations in 2019, any authority that receives a contribution from development through CIL or Section 106 Planning Obligations must prepare an Infrastructure Funding Statement (IFS). The IFS is published annually to provide information on developer contributions that have been received, allocated and spent on infrastructure priorities from the previous financial year - the ‘reported year’.

1.4 This report provides information on developer contributions from the Community Infrastructure Levy and Section 106 Agreements that have been secured, received, allocated and spent for financial year 2023/24 (01 April 2023 - 31 March 2024).

1.5 This Infrastructure Funding Statement Includes:

- **Section 2** - The CIL Report for financial year 2023/24 as set out in CIL Regulation (2019 Amendment) 121A Schedule 2 Paragraph 1.
- **Section 3** - The S106 Report for financial year 2023/24 as set out in CIL Regulation (2019 Amendment) 121A Schedule 2 Paragraph 3;

- **Section 4** - A list of infrastructure projects or types of infrastructure that the authority intends to fund wholly or partly by City CIL, in accordance with CIL Regulation 121A(1)(a).

1.6 CIL Regulation (2019 Amendment) 121A Schedule 2 Paragraph 4 provides the option for a local authority to provide summary details of any funding or provision of infrastructure which was secured and/or provided through a highway agreement under section 278 of the Highways Act 1990 during the reported year.

1.7 Section 278 Agreements (S278) are legally binding agreements made under the Highways Act 1990 between the City of London and developers. S278 agreements are required for remedial and/or improvements to the highways and footways as a result of the new development.

1.8 The City of London Corporation will look into including information for S278 agreements within future versions of the IFS.

2 Community Infrastructure Levy (CIL) Report 2023-2024

2.1 The Community Infrastructure Levy (CIL) is a set charge, based on the gross internal area floorspace of buildings, on most new development to help fund the infrastructure needed to address the cumulative impact of development across the City of London. The City's [CIL Charging Schedule](#) was approved by the Court of Common Council on 1st May 2014 and was implemented from 1st July 2014.

2.2 A development is liable for a CIL charge if it is creating one or more dwellings, or new floorspace of 100sqm or more. When a CIL liable development is granted planning permission, the amount of CIL required is calculated and sent to the planning applicant and/or landowner of the development on a CIL Liability Notice.

2.3 Some developments are able to claim exemption or relief from their CIL liability. This relates to development that is self-build housing, residential annexes and extensions, social housing and charitable development. Where a developer successfully claims one of these reliefs/exemptions, the development is not required to pay any CIL.

2.4 A CIL charge is payable either within 60 days of the commencement of a development, or within the terms of an

instalment policy set by the CIL charging authority. The City Corporation has the following Instalment Policy in place:

- Where the payable amount of CIL is £100,000 or less, the whole amount shall be paid in a single instalment not more than 60 days after commencement of the development.
- Where the payable amount is more than £100,001, developers have the option to pay two instalments: The greater of £100,000 or half the value of the total payable amount is due within 60 days after commencement, and
- The remainder is due within 240 days after commencement.

2.5 As a result of having an Instalment Policy, the CIL Demand Notices issued during a particular year do not necessarily equate to the CIL sums likely to be received during that year. In addition, developments can be altered through further planning permissions over time, often resulting in revised Demand Notices needing to be issued. Any such re-issued Notices are not double counted in this report; if a Demand Notice is issued and then re-issued in the same reporting year, only the re-issued Notice would

be included within the figure for CIL invoiced during the year. Tables 1 to 3 provide a range of information for the financial year 2023/24 as set out in CIL Regulation (2019 Amendment) 121A Schedule 2 Paragraph 1:

- Table 1: Sets out the CIL Reporting Requirements - 1a to 1l.
- Table 2: Details of City CIL Expenditure in 2023/24 - 1g(i).
- Table 3: Details City CIL Allocated but not Spent as of 31 March 2024 - 1f and 1h.
- Table 4: Details of Neighbourhood CIL Allocated and Spent in 2023/2024 - 1j(ii).

Table 1—CIL Reporting Requirements for Financial Year 2023-2024

Reporting Requirement—CIL Regulation (2019 Amendment) 121A Schedule 2, Paragraph 1	Amount	Comments/Details
1(a). The total value of CIL set out in all demand notices issued in the reported year	£29,596,000	
1(b). The total amount of CIL receipts for the reported year	£24,656,713	
1(c). The total amount of CIL receipts, collected by the authority, or by another person on its behalf, before the reported year but which have not been allocated in the reported year	£0	
1(d). The total amount of CIL receipts, collected by the authority, or by another person on its behalf, before the reported year and which have been allocated in the reported year	£35,052,548	
1(e). The total amount of CIL expenditure for the reported year	£48,418,363	
1(f). The total amount of CIL receipts, whenever collected, which were allocated but not spent during the reported year	£30,113,325	
1(g). in relation to CIL expenditure for the reported year, summary details of— (i) the items of infrastructure on which CIL (including land payments) has been spent, and the amount of CIL spent on each item;	(i) See Table 2 for further details.	

Reporting Requirement—CIL Regulation (2019 Amendment) 121A Schedule 2, Paragraph 1	Amount	Comments/Details
1(g) continued. (ii) the amount of CIL spent on repaying money borrowed, including any interest, with details of the items of infrastructure which that money was used to provide (wholly or in part); (iii) the amount of CIL spent on administrative expenses pursuant to regulation 61, and that amount expressed as a percentage of CIL collected in that year in accordance with that regulation;	(ii) N/A (iii) £200,010	(iii) 0.41% of CIL collected in 2023-2024.
1(h). in relation to CIL receipts, whenever collected, which were allocated but not spent during the reported year, summary details of the items of infrastructure on which CIL (including land payments) has been allocated, and the amount of CIL allocated to each item;	See Table 3 for further details.	
1(i). The amount of CIL passed to: (i) any parish council under Regulation 59A or 59B; (ii) any person under Regulation 59(4);	(i) N/A (ii) N/A	
1(j). summary details of the receipt and expenditure of CIL to which regulation 59E or 59F applied during the reported year including—		

Reporting Requirement—CIL Regulation (2019 Amendment) 121A Schedule 2, Paragraph 1	Amount	Comments/Details
<p>1(j) continued.</p> <p>(i) the total CIL receipts that regulations 59E and 59F applied to;</p> <p>(ii) the items of infrastructure to which the CIL receipts to which regulations 59E and 59F applied have been allocated or spent, and the amount of expenditure allocated or spent on each item;</p>	<p>(i) £6,164,178</p> <p>(ii) See Tables 2 and 3 below for further details.</p>	<p>(i) 25% of City CIL receipts (2023-2024) allocated to Neighbourhood CIL Fund.</p>
<p>1(k). summary details of any notices served in accordance with regulation 59E, including—</p> <p>(i) the total value of CIL receipts requested from each parish council;</p> <p>(ii) any funds not yet recovered from each parish council at the end of the reported year;</p>	<p>(i) N/A</p> <p>(ii) N/A</p>	
<p>1.(l) The total amount of:</p> <p>(i) CIL receipts for the reported year retained at the end of the reported year</p> <p>(ii) other than those to which regs 59E and 59F applied;</p> <p>(iii) CIL receipts from previous years retained at the end of the reported year other than those to which regs 59E and 59F applied;</p>	<p>(i) £24,456,703</p> <p>(ii) £23,370,685</p> <p>(iii) £0</p>	

Reporting Requirement—CIL Regulation (2019 Amendment) 121A Schedule 2, Paragraph 1	Amount	Comments/Details
<p>1(l) continued.</p> <p>(iv) CIL receipts for the reported year to which regs 59E and 59F applied retained at the end of the reported year;</p> <p>(v) CIL receipts from previous years to which regs 59E and 59F applied retained at the end of the reported year.</p>	<p>(iv) £2,412,479</p> <p>(v) £7,812,110</p>	

Table 2—Details of City CIL Expenditure in 2023-2024 - 1(g)(i)

Project Name	Expenditure
General City CIL Projects	£46,932,325.12
Museum of London Relocation	£42,287,234.86
Museum Relocation - Charterhouse St CIL funding	£1,798,683.61
HVM Security Programme	£707,096.47
Beech St Transport Imps.	£62,197.30
Finsbury Circus Reinstatement	£289,977.47
L5-Barbican and Golden Lane Healthy Streets Plan	£20,602.69
L5-Enhancing Cheapside Programme	£7,088.90
L5-Enhancing Cheapside Programme	£9,180.08
L5-HVM Security Programme	£25,646.69
L5-St Pauls Cathedral External Lighting	£354,279.60
L5-Secure City Programme	£1,009,544.38
L5-Secure City Programme - Video Management System	£377,813.09
L5-Secure City Programme - Vulnerable People	£5,000.00
L5-Secure City Programme - CCTV & Telecommunications	(£22,020.02)
Neighbourhood CIL Projects	£1,286,027.70
Age UK City of London	£40,950.00
ARTBASH & be	£41,010.00
Urban Learners Ltd	£49,250.00
Whizz-Kidz	£10,200.00

Table 2 (cont.) —Details of City CIL Expenditure in 2023-2024 - 1(g)(i)

Project Name	Expenditure
Aveo Group Ltd	£49,975.00
East London Dance	£49,922.00
The Lord Mayors Appeal	£90,000.00
Tavistock Relationships	£49,952.00
The Running Charity	£42,652.00
SIMPLICIOUS (Good Living) CIC	£27,598.00
Barbican Centre Trust Limited	£233,707.00
NLA	£65,000.00
Tempo Time Credits	£24,935.00
Ramadan Tent Project Limited	£38,800.00
Pollinating London Together	£270,000.00
St Andrew by the Wardrobe	£250,000.00
St Giles Cripplegate	£17,336.00
Globe Studios Limited	(£63,659.30)
Fleet Street Sundial CIC	(£1,600.00)
CIL Administration	£200,010.10
Management Fees	£118,315.27
Admin	£81,694.83
Total Expenditure	£48,418,362.92

Table 3 (cont.) —Details of City CIL allocated but not spent as at 31 March 2024 - 1(f) and 1(h)

Item of infrastructure	Total allocations to 31/03/2024	Total CIL expenditure to 31/03/2024	Unspent CIL allocations
General City CIL Projects	£87,823,009.44	£60,179,899.44	£27,643,110.00
Churchyards Enhancement Programme	£84,060.80	£84,060.80	£0.00
Bloomberg Place Highway changes	£182,323.64	£182,323.64	£0.00
HVM Security Programme	£4,431,000.00	£2,947,647.00	£1,483,353.00
Beech Street Transport & Public Realm Improvements	£2,023,000.00	£1,805,197.00	£217,803.00
Golden Lane Community Centre	£632,625.00	£632,625.00	£0.00
City Mental Health Centre	£521,000.00	£502,534.00	£18,466.00
Relocation of Adult Skills & Education Services (ASES)	£25,000.00	£25,000.00	£0.00
Expanding Citigen Energy Network	£17,000.00	£17,000.00	£0.00
Secure City Programme	£17,672,000.00	£8,913,337.00	£8,758,663.00
Public Realm Security Programme	£225,000.00	£225,000.00	£0.00
St Pauls Cathedral External Lighting	£1,160,000.00	£354,280.00	£805,720.00
Finsbury Circus Reinstatement	£2,558,000.00	£289,977.00	£2,268,023.00
Barbican and Golden Lane Healthy Streets Plan	£141,000.00	£115,000.00	£26,000.00
St Paul's Gyratory	£2,915,000.00	£0.00	£2,915,000.00
Museum of London	£44,600,000.00	£44,085,918.00	£514,082.00
Walbrook Wharf	£380,000.00	£0.00	£380,000.00
West Smithfield and Charterhouse Street Highway strengthening	£3,500,000.00	£0.00	£3,500,000.00
Barbican Library Refresh	£776,000.00	£0.00	£776,000.00
Sculpture in the City	£80,000.00	£0.00	£80,000.00

Table 3 (cont.) —Details of City CIL allocated but not spent as at 31 March 2024 - 1(f) and 1(h)

Item of infrastructure	Total allocations to 31/03/2024	Total CIL expenditure to 31/03/2024	Unspent CIL allocations
City Cluster Programme	£5,900,000.00	£0.00	£5,900,000.00
Neighbourhood CIL Projects	£7,237,990.70	£4,767,775.70	£2,470,215.00
Becket Pageant for London, acting through the Skinners' Malmesbury Foundation	£24,500.00	£24,500.00	£0.00
Maggie Keswick Jencks Cancer Caring Centres Trust	£254,827.00	£116,910.00	£137,917.00
St Vedast-alias-Foster	£25,000.00	£25,000.00	£0.00
Bevis Marks Synagogue Heritage Foundation	£240,000.00	£205,000.00	£35,000.00
Fleet Street Sundial CIC	£29,650.00	£29,650.00	£0.00
Age UK City of London	£48,171.00	£48,171.00	£0.00
Barbican Centre Trust Limited	£191,067.00	£191,067.00	£0.00
Globe Studios Limited	£134,973.70	£134,973.70	£0.00
Learning Through The Arts CIC	£49,984.00	£49,984.00	£0.00
Repowering London	£33,660.00	£33,660.00	£0.00
City Property Association Limited	£100,000.00	£100,000.00	£0.00
The Worshipful Company of Chartered Architects	£24,600.00	£24,600.00	£0.00
Golden Lane Estate Residents' Association	£50,000.00	£31,520.00	£18,480.00
Parochial Church Council of the Ecclesiastical Parish of St Mary-le-Bow, Cheapside	£18,274.00	£18,274.00	£0.00
Barbican Centre Trust Limited	£39,663.00	£39,663.00	£0.00
New Diorama	£154,640.00	£154,640.00	£0.00
The Royal Society for Blind Children	£48,646.00	£48,646.00	£0.00

Table 3 (cont.) —Details of City CIL allocated but not spent as at 31 March 2024 - 1(f) and 1(h)

Item of infrastructure	Total allocations to 31/03/2024	Total CIL expenditure to 31/03/2024	Unspent CIL allocations
TEMPLE BAR TRUST	£250,000.00	£137,500.00	£112,500.00
The World Reimagined Limited	£100,000.00	£100,000.00	£0.00
Outset Contemporary Art Fund	£110,932.00	£110,932.00	£0.00
Historical Royal Palaces	£300,000.00	£300,000.00	£0.00
Pollinating London Together	£230,000.00	£230,000.00	£0.00
CurvingRoad	£24,000.00	£24,000.00	£0.00
XLP	£46,824.00	£46,824.00	£0.00
St. Michael Cornhill	£7,855.00	£7,855.00	£0.00
Barts Heritage	£774,000.00	£288,320.00	£485,680.00
The Temple Church	£408,500.00	£187,297.00	£221,203.00
Barbican Centre Trust Limited	£273,370.00	£273,370.00	£0.00
St Botolph without Aldgate	£50,000.00	£50,000.00	£0.00
St Stephen Walbrook	£25,067.00	£25,067.00	£0.00
The Worshipful Company of Carmen St Dunstan Heritage Trust	£49,791.00	£0.00	£49,791.00
The Parochial Church Council of The Ecclesiastical Parish of St Andrew by the Wardrobe, London	£250,000.00	£250,000.00	£0.00
LIFT	£240,870.00	£119,545.00	£121,325.00
Tempo Time Credits	£24,934.00	£24,934.00	£0.00
New Diorama	£181,000.00	£181,000.00	£0.00
London Diocesan Fund	£150,000.00	£150,000.00	£0.00

Table 3 (cont.) —Details of City CIL allocated but not spent as at 31 March 2024 - 1(f) and 1(h)

Item of infrastructure	Total allocations to 31/03/2024	Total CIL expenditure to 31/03/2024	Unspent CIL allocations
Museum of London	£650,605.00	£200,222.00	£450,383.00
Ramadan Tent Project Ltd	£13,550.00	£13,550.00	£0.00
St Giles without Cripplegate	£17,336.00	£17,336.00	£0.00
Urban Learners Ltd	£49,250.00	£49,250.00	£0.00
Age UK City of London	£40,950.00	£40,950.00	£0.00
ARTBASH & be	£75,210.00	£60,410.00	£14,800.00
Barbican Centre Trust Limited	£233,707.00	£175,280.00	£58,427.00
Whizz-Kidz	£10,200.00	£10,200.00	£0.00
Barbican Association	£449,550.00	£0.00	£449,550.00
East London Dance	£49,922.00	£49,922.00	£0.00
Aveo Group Ltd	£49,975.00	£49,975.00	£0.00
St Bartholomew Gatehouse Trust	£24,000.00	£24,000.00	£0.00
Tavistock Relationships	£49,952.00	£41,627.00	£8,325.00
The Lord Mayor's Appeal	£90,000.00	£40,000.00	£50,000.00
The Running Charity	£42,652.00	£31,989.00	£10,663.00
SIMPLICIOUS (Good Living) CIC	£27,598.00	£25,161.00	£2,437.00
NLA	£65,000.00	£32,500.00	£32,500.00
Tempo Time Credits	£24,935.00	£18,701.00	£6,234.00
Ramadan Tent Project Ltd	£38,800.00	£38,800.00	£0.00
Pollinating London Together	£270,000.00	£65,000.00	£205,000.00

Table 3 (cont.) —Details of City CIL allocated but not spent as at 31 March 2024 - 1(f) and 1(h)

Item of infrastructure	Total allocations to 31/03/2024	Total CIL expenditure to 31/03/2024	Unspent CIL allocations
CIL Administration	£681,504.46	£681,504.00	£0.46
Neighbourhood	£349,584.00	£349,584.00	£0.00
General	£331,920.46	£331,920.00	£0.46
Grand Totals	£95,742,504.60	£65,629,179.14	£30,113,325.46

3 Section 106 (Planning Obligations) Report 2023-2024

3.1 Planning obligations (often called S106 agreements) are legal agreements with developers for the provision of, for example, affordable housing, local training and jobs, and site-specific mitigation measures to alleviate the impacts of a development proposal. A S106 agreement is intended to make a development acceptable that would otherwise be deemed as unacceptable, by offsetting the impact by making specific location improvements.

3.2 The legislative basis for planning obligations is contained within the Town and Country Planning Act 1990 (as amended), the Community Infrastructure Levy Regulations 2010 (as amended) and the National Planning Policy Framework (NPPF Dec 2023). Paragraph 57 of the NPPF sets out three statutory and policy tests for the use of such legally enforceable planning obligations and indicates that:

Planning obligations must only be sought where they meet all of the following tests:

- a) necessary to make the development acceptable in planning terms;
- b) directly related to the development; and
- c) fairly and reasonably related in scale and kind to the development.

3.3 The City's [Planning Obligations Supplementary Planning Document \(SPD\)](#) sets out how S106 planning obligations in the City of London will be applied and explains how obligations are operated, within the context of the City of London Local Plan.

3.4 Some Section 106 agreements secure wider obligations that achieve other mitigation measures, which cannot be bound by condition, such as Wind Mitigation Surveys and Security/Counter Terrorism Measures.

3.5 Some S106 contributions such as Affordable Housing and Local Training Skills & Job Brokerage contributions are pooled to fund a City-wide programme of works and initiatives.

3.6 Tables 4-6 and Appendix 1 provide the S106 Report for financial year 2022/23 as set out in CIL Regulation (2019 Amendment) 121A Schedule 2 Paragraph 3:

- Table 4: Reporting requirements for Section 106 3a to 3i.
- Table 5: Details of Section 106 Allocated but not Spent in 2022/23 - 3e and 3g
- Table 6: Details of Section 106 Spent - 3h(i).
- Appendix 1: Details of Section 106 Agreements Secured - 3a.

Table 4—Section 106 Reporting Requirements for Financial Year 2023-2024

Reporting Requirement—CIL Regulation (2019 Amendment) 121A Schedule 2, Paragraph 3	Amount	Comments/Details
3(a). the total amount of money to be provided under any planning obligations which were entered into during the reported year;	£24,402,398	See Appendix 1 for further details.
3(b). the total amount of money under any planning obligations which was received during the reported year;	£16,197,305	
3(c). the total amount of money under any planning obligations which were received before the reported year which has not been allocated by the authority;	£3,021,649	
3(d). summary details of any non-monetary contributions to be provided under planning obligations which were entered into during the reported year, including details of— <ul style="list-style-type: none"> (i) in relation to affordable housing, the total number of units which will be provided; (ii) in relation to educational facilities, the number of school places for pupils which will be provided, and the category of school at which they will be provided; 	i) 0 ii) 0	
3(e). the total amount of money (received under any planning obligations) which was allocated but not spent during the reported year for funding infrastructure;	£107,735,586	See Table 5 for further details.

Reporting Requirement—CIL Regulation (2019 Amendment) 121A Schedule 2, Paragraph 3	Amount	Comments/Details
3(h) continued. (iii) the amount of monies (received under planning obligations) spent in respect of monitoring (including reporting under regulation 121A) in relation to the delivery of planning obligations.	iii) £266,357	
3(i). the total monies (received under any planning obligations) during any year which were retained at the end of the reported year, and where any of the retained monies have been allocated for the purposes of longer-term maintenance (“commuted sums”), also identify separately the total amount of commuted sums held.	Total Commuted Sum held at 31/03/2023 £2,279,942 Total Commuted Sum spent at 31/03/2024 £192,706 Committed Sum retained for future maintenance £3,121,955	

Table 5—Details of Section 106 allocated but not spent as at 31 March 2024 - 3(e) and 3(g)

Infrastructure Type	Total S106 allocations as at 31/03/2024	Unspent S106 allocations as at 31/03/2024
Local Training, Skills and Job Brokerage Initiatives	£9,987,388	£3,868,493
Local Community Environment and Transport Improvements	£93,424,994	£26,817,170
Affordable Housing Schemes	£118,120,825	£77,049,923
Totals	£221,535,208	£107,735,586

Table 6—Details of Section 106 spend in 2023-2024 - 3(h)(i)

Infrastructure Project	S106 Spend in 2023-2024
Local Training, Skills and Job Brokerage Initiatives	£407,186
S106 Revenue Drawdown 2324 Policy & Resources	£407,186
Local Community Environment and Transport Improvements	£3,030,928
L5-100 Minorities Phase 2	£12,087
L5-2-6 Cannon Street Public Realm Improvements	£8,544
L5-Billiter Street	£45
L5-Breams Buildings R&E S106	£1,788
L5-City Cluster Vision - Phase 1	£25,749

Table 6 continued.

Infrastructure Project	S106 Spend in 2023-2024
L5-City Cluster Vision - Well-being & Climate Change	£31,768
L5-City Placemaking & Public Space Review	£15,299
L5-Creechurch Lane Area Improvements - CCV	£18,108
L5-Crossrail Liverpool Street Urban Integration	£39
L5-Crossrail Moorgate Urban Integration	£24,800
L5-Cursitor St Improvements	£7,981
L5-Eastern City Cluster Security	£64,448
L5-Fleet Street and Temple Healthy Streets Plan	£82,367
L5-Leadenhall Street Improvements - City Cluster Vision Programme	£123,828
L5-Mansion House Station Public Realm Improvements	£9,656
L5-Mark Lane Phase 2	£4,485
L5-Mark Lane Phase 3	£7,128
L5-Middlesex Street Area Project	£14,519
L5-Middlesex Street Estate Phase - B	£172
L5-Moor Lane Environmental Enhancements S106	£16,158
L5-RWE:Globe View Walkway	£3,350
L5-Salisbury Square Development Highway Works	£80,510
L5-St Bartholomews Hospital S106	£8,829
OS Establishment Maintenance Costs 2023-24 - 16100317 - 60-70 St Mary Axe - 60-70 St Mary Axe S106 (LCE)	£1,998

Table 6 continued.

Infrastructure Project	S106 Spend in 2023-2024
DES Establishment Maintenance Costs 2023-24 - 16100298 - Barts Close Public Realm Enhancements S106 - S106 Barts Close (LCE)	£30,000
OS Establishment Maintenance Costs 2023-24 - 16100298 - Barts Close Public Realm Enhancements S106 (LCE)	£3,250
DES Establishment Maintenance Costs 2023-24 - 16100336 - St Alphage Gardens - London Wall Place S106 (LCE)	£2,842
OS Establishment Maintenance Costs 2023-24 - 16100336 - St Alphage Gardens - London Wall Place S106 (LCE)	£3,000
OS Establishment Maintenance Costs 2023-24 - 16100316 - Cursitor Street Improvements - 12-14 New Fetter Lane S106 (LCE)	£2,576
OS Establishment Maintenance Costs 2023-24 - 16100275 - Middlesex Street Area Project - 201 Bishopsgate S106 (LCE)	£1,550
S106 DBZ80 Financing FY 2023/24 - ECC Public Art Year 12	£81,654
CLN Establishment Maintenance Costs 2023-24 - 16100257 - RWE: Millennium Bridge Area - 20 Fenchurch Street S106 (LCE)	£2,724
CLN Establishment Maintenance Costs 2023-24 - 16100314 - 11-19 Monument Street - 20 Fenchurch Street S106 (LCE)	£1,355
DES Establishment Maintenance Costs 2023-24 - 16100314 - 11-19 Monument Street - 20 Fenchurch Street S106 (LCE)	£4,010
CLN Establishment Maintenance Costs 2023-24 - 16100243 - Eastern City Cluster Phase 1 - The Pinnacle S106 (LCE)	£4,270
OS Establishment Maintenance Costs 2023-24 - 16100312 - Mark Lane Environmental Enhancements Phase 2 - Mariner House S106 (Transport)	£2,037
OS Establishment Maintenance Costs 2023-24 - 16100359 - Bloomberg Place Highway Works - Bucklersbury House S106 (LCE)	£1,485
OS Establishment Maintenance Costs 2023-24 - 16100334 - Middlesex St Phase B- Artizan Street - 100 Bishopsgate (LCE)	£3,500
CLN Establishment Maintenance Costs 2023-24 - 16100318 - Angel Court - Angel Court & 33 Throgmorton Street S106 (LCE)	£964
CLN Establishment Maintenance Costs 2023-24 - 16100237 - BAS: Moor Lane - Milton Court S106 (LCE)	£136
OS Establishment Maintenance Costs 2023-24 - 16100313 - Southampton Buildings - 40-45 Chancery Lane S106 (LCE)	£931
OS Establishment Maintenance Costs 2023-24 - 17100009 - Seething Lane Gardens - 10 Trinity Square S106 (LCE)	£15,000

Table 6 continued.

Infrastructure Project	S106 Spend in 2023-2024
RWE:Globe View Walkway S106	£124,999
Moor Lane S106	£44,057
Billiter Street S106	£90
St Pauls Gyrotory Trans	£389,898
Bank Junction improvements	£444,785
2-6 Cannon Street Public Realm	£124,744
St Barts Hospital S106 (Cap)	£174,329
Mark Lane Phase 2	£118,430
Breams Buildings S106 (Cap)	£2,620
Cursitor Street Imps (Cap)	£116,047
Middlesex St PH B OS (CAP)	-£285
100 Minorities Phase 2	£31,516
Middlesex St Area Ph2 (Cap)	£48,257
Mansion House Station (Cap)	£31,860
Holborn/Snow Hill pipesubwy CP	-£1,230
MCSL - Phase 2.	£68,206
MCSL - Finsbury Circus Ph2A	£7,470
Crossrail Moorgate Art Program	£52,469
Greening Cheapside Area Ph1B.	£72,869

Table 6 continued.

Infrastructure Project	S106 Spend in 2023-2024
Mark Lane Enhancement Phase 3.	£132,322
City Cluster - Bevis Marks	£84,854
CCV - Jubilee Gardens	£191,127
CCV - Green Streets	£52,010
Crossrail Moorgate Phase 1	-£5,456
Affordable Housing Schemes	£2,452,560
Richard Cloudesley Housing	£2,451
Richard Cloudesley Res Design	£377,845
York Way New Social Housing.	£2,072,264
Grand Total	£5,890,675

4 City of London CIL Infrastructure List

4.1 Regulation 121A (1) requires the Infrastructure Funding Statement to include:

(a) a statement of the infrastructure projects or types of infrastructure which the charging authority intends will be, or may be, wholly or partly funded by CIL (other than CIL to which regulation 59E or 59F applies) (“the infrastructure list”)

4.2 The City of London Infrastructure List consists of the following projects to deliver the vision of the adopted City Plan, emerging City Plan and Infrastructure Delivery Plan 2020:

Public realm and streets, including:

- Eastern Cluster public realm improvements
- Transforming Fleet Street
- St Paul's Gyratory
- Public realm security
- Secure City programme
- St Paul's Cathedral external lighting
- Barbican and Golden Lane Healthy Streets Plan
- West Smithfield and Charterhouse Street highway works

Parks, open spaces and recreation, including:

- Finsbury Circus reinstatement

Cultural and community services, including:

- Barbican Library refresh
- London Museum

Infrastructure and utilities, including:

- Walbrook Wharf

5 Contacts

Sources:

Environment Department, City of London Corporation

Chamberlain's Department, City of London Corporation

General planning enquiries:

Tel: 020 7332 1710

Email: plans@cityoflondon.gov.uk

Queries regarding this report can be made to: -

Email: PlanningObligations@cityoflondon.gov.uk

City Development and Investment Unit

Environment Department

City of London

PO Box 270

Guildhall

London EC2P 2EJ



Appendix 1 - Details of Section 106 Agreements Secured in 2023/24 - 3(a)

App Number	Address	Date Deed Signed	Deed Type	S106 Admin Fee	Affordable Housing	Local Training Skills & Job Brokerage	Monitoring	Education	ECC Security Measures	Construction Monitoring First Year	Construction Monitoring Subsequent Years	Eval & Design S278 / Public Realm	Eval & Design Security	St Paul's External Lighting Project	Legible London	Other	Carbon Offsetting (Estimated As Designed)	Cycle Hire / Cycling Improvements
19/01343/FULEIA	Poultry & General Market And The Annexe Buildings, West Smithfield, London, EC1A 9PS	2023-04-13	S106	£ 8,000.00	£ 33,809.00	£ 20,285.00	£ 4,296.00	-	-	-	-	£ 100,000.00	-	-	£ 100,000.00	-	£ 3,032,815.00	£ 200,000.00
21/00272/FULMAJ	1-5 London Wall Buildings, London, EC2M 5PG	2023-04-19	DoV-S278	£ 500.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22/00832/FULL	Smith & Williamson, 25 Moorgate, London, EC2R 6AR	2023-04-21	S106	£ 4,500.00	£ 34,996.50	£ 20,997.90	£ 2,063.60	-	-	£ 30,935.00	£ 25,760.00	-	-	-	-	-	£ 4,731.00	-
15/00764/FULEIA	22-24 Bishopsgate, London, EC2N 4BQ	2023-05-10	DoV-DSMP	£ 1,500.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22/00790/FULEIA	100, 106 & 107 Leadenhall Street, London, EC3A 3BP	2023-05-11	DoV-S73	£ 3,500.00	£ 94,000.00	£ 56,400.00	£ 11,494.00	-	-	-	-	-	£ 888,476.00	-	-	-	-	-
21/00454/FULMAJ/DOV	100 & 108 Fetter Lane, London, EC4A 1ES	2023-06-08	DoV	£ 1,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
21/00930/FULMAJ	1 Exchange Square, London, EC2A 2JN	2023-06-14	S106	£ 8,500.00	£ 482,031.00	£ 289,219.00	£ 11,540.00	-	-	£ 30,935.00	£ 25,760.00	-	-	-	-	-	£ 1,399,635.00	-
22/00882/FULMAJ	Friary Court, 65 Crutched Friars, London, EC3N 2AE	2023-06-27	S106	£11,500.00	-	£ 100,564.00	£ 6,016.00	-	-	£ 53,820.00	£ 46,460.00	£ 50,000.00	-	-	-	£ 60,000.00	£ 1,906,080.00	-
17/00447/FULEIA	6-8 Bishopsgate & 150 Leadenhall Street, London, EC3V 4QT	2023-06-27	S106 - Security	£ 1,000.00	-	-	-	-	£ 120,000.00	-	-	-	-	-	-	-	-	-
22/00748/FULMAJ	100 New Bridge Street, London, EC4V 6JA	2023-06-29	S106	£ 8,500.00	£ 148,896.00	£ 89,337.60	£ 5,906.40	-	-	£ 30,935.00	£ 25,760.00	£ 50,000.00	-	-	-	-	£ 185,269.00	£ 22,500.00
21/00795/FULMAJ	41 Tower Hill, London, EC3N 4SG	2023-07-10	S106-S73	£ 6,000.00	£ 63,855.00	£ 38,313.00	£ 3,282.00	-	-	£ 30,935.00	£ 25,760.00	-	-	-	-	-	-	-
18/00249/FULMAJ	9-10 Tokenhouse Yard, London, EC2R 7AS	2023-08-16	S106	£ 1,000.00	-	-	-	-	-	-	-	£ 25,000.00	-	-	-	-	£ 81,852.00	-
23/00069/NMA	50 Fenchurch Street, London, EC3M 3JY	2023-08-16	DoV-NMA	£ 2,500.00	£ 29,007.00	£ 17,404.00	£ 969.00	-	-	-	-	-	-	-	-	-	-	-
21/00271/FULMAJ	15 Minories, 57-60 & 62 Aldgate High Street & 1 Little Somerset Street, London, EC3	2023-08-29	S106	£ 9,500.00	£ 206,930.00	£ 31,039.00	£ 6,654.00	£ 15,500.00	-	-	-	£ 50,000.00	-	-	£ 50,000.00	£ 2,674,400.00	-	-
22/00867/FULMAJ	20 Giltspur Street, London, EC1A 9DD	2023-09-12	S106	£ 7,500.00	£ 121,226.00	£ 72,735.00	£ 4,959.00	-	-	£ 30,935.00	£ 25,760.00	-	-	-	-	£ 24,750.00	£ 32,520.00	-
22/01245/FULMAJ	47-50 Mark Lane, London, EC3R 5AS	2023-09-19	S106	£ 9,500.00	£ 677,903.00	£ 406,742.00	£ 14,706.00	-	-	£ 53,820.00	£ 46,460.00	£ 50,000.00	-	-	-	-	£ 301,764.00	-
23/00752/FULMAJ	81 Newgate Street, London, EC1A 7AJ	2023-09-29	S106	£ 5,000.00	£ 1,430,204.00	£ 858,122.00	£ 24,864.00	-	-	£ 53,820.00	£ 46,460.00	-	-	£ 1,000,000.00	-	£ 1,000,000.00	£ 657,809.00	-
22/01243/FULMAJ	61-65 Holborn Viaduct London EC1A 2FD	2023-10-02	DoV-S73	£ 2,500.00	-	£ 3,044.00	£ 781.00	-	-	-	-	-	-	-	-	-	-	-
22/01155/FULEIA	85 Gracechurch Street, London, EC3V 0AA	2023-10-10	S106	£11,000.00	£ 1,458,122.00	£ 874,873.00	£ 31,261.00	-	£ 291,624.00	£ 53,820.00	£ 46,460.00	-	-	-	-	-	£ 299,658.00	£ 90,000.00
22/00251/FULL	Wood Street Police Station, 37 Wood Street, London, EC2P 2NQ	2023-11-22	DoV-S106	£ 2,500.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22/00622/FULMAJ	8-12 New Bridge Street, London, EC4V 6AL	2023-12-18	S106	£ 7,500.00	£ 180,801.00	£ 64,280.00	£ 5,258.00	-	-	£ 30,935.00	£ 25,760.00	£ 50,000.00	-	-	-	-	£ 133,950.00	-
22/00848/FULMAJ	65 Gresham Street, London, EC2V 7NQ	2023-12-20	S106	£ 6,500.00	£ 599,148.00	£ 359,489.00	£ 12,183.00	-	-	£ 53,820.00	£ 46,460.00	£ 100,000.00	-	-	-	-	£ 1,277,455.50	-
21/00826/FULMAJ	Boundary House, 7-17 Jewry Street, London, EC3N 2EX	2023-12-21	S106	£ 8,000.00	£ 262,350.00	£ 157,410.00	£ 6,740.00	-	-	£ 53,820.00	£ 46,460.00	£ 50,000.00	-	-	-	-	£ 787,740.00	-
22/01070/FULMAJ	9 Bridewell Place, London, EC4V 6AW	2024-01-05	S106	£ 7,500.00	£ 60,044.00	£ 36,026.00	£ 3,770.00	-	-	£ 30,935.00	£ 25,760.00	£ 50,000.00	-	-	-	£ 30,000.00	£ 144,194.00	-
23/00145/FULMAJ	Warnford Court, 29 Throgmorton Street, London, EC2N 2AT	2024-02-22	S106	£ 5,500.00	£ 113,652.00	£ 68,191.00	£ 3,837.00	-	-	£ 30,935.00	£ 25,760.00	-	-	-	-	-	£ 26,203.00	-
22/00987/FULL	7 Newgate Street London EC1A 7NX	2024-02-22	UU	£ 1,000.00	-	-	-	-	-	-	-	-	-	-	-	£ 5,000.00	-	-
22/00860/FULMAJ	9-11 Angel Court, London, EC2R 7HP	2024-03-07	S106	£ 7,500.00	£ 101,772.00	£ 61,063.20	£ 4,188.80	-	-	£ 30,935.00	£ 25,760.00	£ 50,000.00	-	-	-	-	£ 199,025.00	-
21/00755/FULMAJ/DOV	14-21 Holborn Viaduct and 32-33 & 34-35 Farringdon Street, London, EC1A 2AT	2024-03-14	DoV	£ 1,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-

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Committee: Planning and Transportation Committee – For decision	Dated: 5 November 2024
Subject: City Fund Highway Declaration: 65 Gresham St, London, EC2V 7NQ	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	Vibrant Thriving Destination Flourishing Public Spaces
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	n/a
What is the source of Funding?	n/a
Has this Funding Source been agreed with the Chamberlain’s Department?	n/a
Report of: City Surveyor CS.292/24	For Decision
Report author: Isobel Tucker	

Summary

Approval is sought to declare a volume of City Fund owned airspace 26.16 sq ft / 2.43 sq m situated at 65 Gresham St, London EC2V 7NQ to be surplus to highway requirements to allow its disposal in conjunction with the consented development.

The consented development includes the provision of a doorway canopy on the corner of Aldermanbury and Love Lane. The proposed canopy encroaches by 26.16 sq ft into City Fund owned airspace. Planning permission was granted to 21 December 2023 under reference 22/00848/FULMAJ and Hertshten Properties (UK) Limited are seeing to regularise its proposed use of the affected airspace.

Before third party interests can be granted in the affected City Fund airspace, the area first needs to be declared surplus to highway requirements. The terms for the highway disposal are to be reported separately to the Resource Allocation Subcommittee and will be submitted for approval under the City Surveyor’s Delegated Authority, subject to your approval to declare the affected volume of airspace surplus to highway requirements to facilitate the consented scheme.

Recommendation(s)

Members are asked to:

- Resolve to declare a volume of City Fund owned airspace totalling 26.16 sq ft sq ft situated around 65 Gresham St, London EC2V 7NQ, to be surplus to highway requirements to enable its disposal upon terms to be approved under the Delegated Authority of the City Surveyor SUBJECT TO
- the City Surveyor and Deputy Director of Transportation and Public Realm first determining the relevant ordnance datum levels to suitably restrict the vertical extent of the leasehold airspace demise.

Main Report

Background

1. The existing site comprises a 11-storey office building, with 3 basement levels and 9 floors above ground. It has an L-shaped layout, covering the entire Love Lane and Aldermanbury frontages of the urban block. It extends around the corner to share the Wood Street and Gresham Street frontages with the adjacent building at 30-55 Gresham.
2. Planning permission was approved on 21 December 2023 (22/00848/FULMAJ) for the proposed new scheme at 65 Gresham Street comprising of a horizontal extension at 8th and 9th floor levels and three-storey vertical extension.
3. The consented development comprises of new Class E floorspace, alterations and refurbishment to existing windows and facades, structural alterations and creation of new and refurbished entrances on Gresham Street and at the junction of Aldermanbury and Love Lane.
4. It includes the creation of inset balconies, roof terraces at levels 8, 10 and 12, cycle storage, public realm improvements for new hard and soft landscaping and removal of ground floor mezzanine level facilitating the provision of retail frontages and retail units to Aldermanbury.
5. Planning permission included provision of the subject doorway canopy at the northeastern corner of the building, between Aldermanbury and Love Lane.
6. The City Fund owned portion of airspace affected by the canopy measures a total of 26.16 sq ft. The canopy will be positioned at a height of 6.23 m above the public footway.
7. The canopy will be subject to final technical approval by City Engineers in their capacity as Highway Authority and authorised by s.177 Highways Projection Licence.
8. The affected airspace (City Fund) was acquired for planning purposes by the City Corporation under the Town & Country Planning Act 1947, s.40.
9. Hertshten Properties (UK) Limited are now seeking to regularise its use of this airspace.

Current Position

10. Hertshten Properties (UK) Limited has approached the City Corporation seeking to acquire a suitable interest in the airspace affected by its consented development.
11. In the event of the airspace being declared surplus, its disposal is a matter for the City as landowner and Resource Allocation Subcommittee. The City Surveyor will approve under his Delegated Authority. However, by way of background, the

airspace may be disposed of in such manner and for such consideration as the City Corporation thinks fit.

12. Before the City Corporation can dispose of any interests in the City Fund airspace, your Committee should first agree it is surplus to highway requirements.
13. Detailed research by City Surveyors confirms the City Corporation's ownership of the parcels affected comprise of City Fund (Highway) airspace measuring 26.16 sq ft in total. The plan is attached at Appendix 1.
14. The proposed surplus declaration does not extend to the highway stratum which will remain as highway and vested in the City Corporation as the highway authority.
15. The proposed development will not require stopping-up of any highway.
16. Where applicable, the vertical extent of the highway stratum would be approved by the Deputy Director of Transportation and Public Realm to ensure that sufficient stratum remained to enable the use, management and maintenance of the highway.
17. The upper and lower levels of the projection will be governed by Ordnance Datum Newlyn levels. Ordnance Datum Newlyn is the British mainland national geographic height system by reference to which the volume of land or airspace can be defined and identified by its upper and lower levels. The relevant ordnance datum levels to suitably restrict the vertical extent of the leasehold airspace demise will be agreed with Hertshen Properties (UK) Limited in due course and authorised under the City Surveyor's Delegated Authority.

Proposals

18. The airspace in question is not considered necessary for the use and the exercise of the public highway. It is therefore proposed that, subject to your agreement to declare the area of City Fund airspace (26.16 sq ft) at 65 Gresham St, London EC2V 7NQ to be surplus to highway requirements to allow the City Corporation to dispose of a suitable interest in the upon terms to be approved by the Delegated Authority of the City Surveyor.

Corporate & Strategic Implications

19. Strategic implications –

- Flourishing Public Spaces
- Vibrant Thriving Destination

20. Financial implications –

- The terms of the highway disposal transaction are to be reported to The City Surveyor for approval under his delegated authority and the Resource Allocation Subcommittee, subject to you declaring the affected City Fund airspace to be surplus to highway requirements.

21. Resource implications – None

22. Legal implications –

- Disposal of the interest in the City Fund airspace is authorised by Town and Country Planning Act 1990 (paragraph 233), which allows the City Corporation to dispose of its land or airspace to secure the best use of the land as part of the proper planning of the area, and in such manner, for such consideration and on such terms and conditions as the Corporation thinks fit.

23. Risk implications – The developer may not wish to proceed with the new canopy installation, but this is unlikely.

24. Equalities implications – No equalities issues identified.

25. Climate implications – None

26. Security implications - None

Conclusion

27. The affected City Fund airspace is to be declared surplus to highway requirements, to allow its disposal by an appropriate legal interest and on appropriate commercial terms, enabling redevelopment of the property according to the planning permission granted.

Appendices

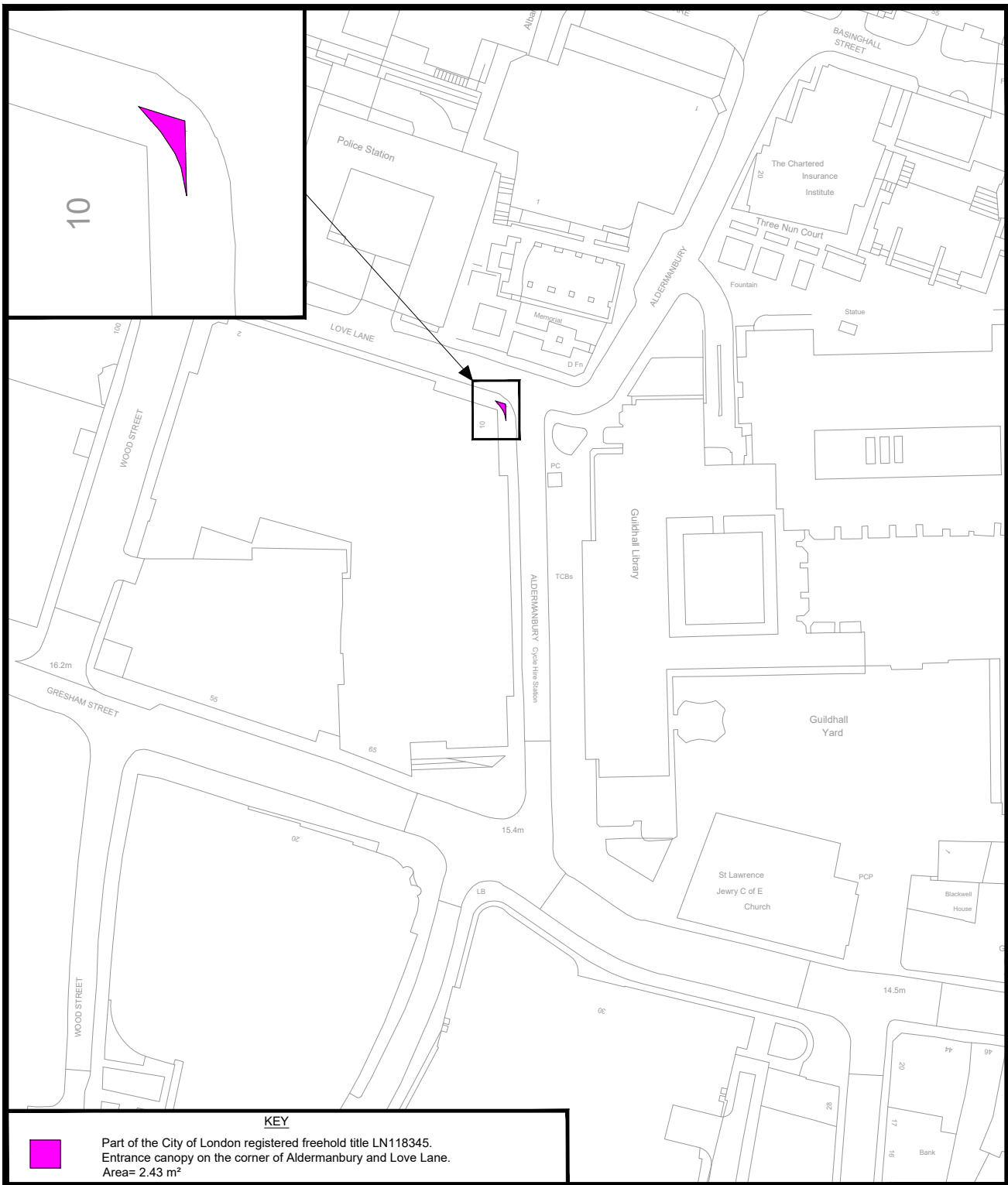
- **Appendix 1** – Committee Plan for 65 Gresham St, London EC2V 7NQ Canopy (5-C-43788 -01)
- **Appendix 2** – Illustration of the proposed canopy at 65 Gresham St, London EC2V 7NQ

Isobel Tucker


Senior Principal Surveyor
City Surveyor's Department

T: 07514723591

E: isobel.tucker@cityoflondon.gov.uk



KEY

 Part of the City of London registered freehold title LN118345.
Entrance canopy on the corner of Aldermanbury and Love Lane.
Area= 2.43 m²

Address :
**65 Gresham Street,
London EC2**

Title :
Committee Plan

Pro code UPRN



CITY OF LONDON

P.G.Wilkinson BSc MSc MRICS
City Surveyor

CITY SURVEYOR'S DEPARTMENT
Corporate Property Group :
Plans & Records Section

Print Scale :
1250 @ A4

Date :
Oct 2024

Drawn by :
KT

Drawing No :
5-C-43788 -01

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Illustration of the proposed canopy on the corner of Aldermanbury and Love Lane

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