

<b>Committees:</b> Corporate Projects Board <i>[for decision]</i> Projects Sub <i>[for decision]</i> Port Health and Environmental Services [for information]	<b>Dates:</b> 21 August 2018 12 September 2018 25 September 2018
<b>Subject:</b> Drinking Fountains – Delivering Additional Water Refill Points in the City’s Public Realm (EE051)	<b>Gateway 2:</b> <b>Project Proposal</b> Light
<b>Unique Project Identifier:</b> 12015	
<b>Report of:</b> Director of the Built Environment <b>Report Author:</b> Tom Noble	<b>For Information</b>

# PUBLIC

## Recommendations

<b>1. Next steps and Requested decisions</b>	<b>Approval track:</b> 3. Light <b>Next Gateway:</b> Gateway 5 - Authority to Start Work (Light) <b>Next Steps:</b> <ul style="list-style-type: none"> <li>Finalise locations for new drinking fountains by evaluating proximity to water points and potential for increased pedestrian footfall. Ward members will be consulted regarding potential locations.</li> <li>Conduct trial holes at chosen locations to prove viability;</li> <li>Confirm costs for implementation and ongoing maintenance.</li> </ul> <b>Requested Decisions:</b> <i>Authorise officers to proceed with the evaluation process with a combined Gateway 3/4/5 report in due course, under the Light Route reporting process.</i>											
<b>2. Resource requirements to reach next Gateway</b>	<table border="1"> <thead> <tr> <th>Item</th> <th>Reason</th> <th>Funds/ Source of Funding</th> <th>Cost (£)</th> </tr> </thead> <tbody> <tr> <td>Staff Costs</td> <td>To undertake feasibility and site investigations</td> <td>PIP</td> <td>£10,000</td> </tr> </tbody> </table>	Item	Reason	Funds/ Source of Funding	Cost (£)	Staff Costs	To undertake feasibility and site investigations	PIP	£10,000			
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	Fees	Trial holes to prove viability of preferred locations	PIP	£5,000
	<b>Total</b>			<b>£15,000</b>
<b>3. Governance arrangements</b>	<ul style="list-style-type: none"> <li>• <i>Service Committee responsible:</i> Streets &amp; Walkways (Porth Health for information)</li> <li>• <i>Name of Senior Responsible Officer:</i> Simon Glynn, Assistant Director, City Public Realm</li> <li>• Regular updates to be provided to the Plastic Free City Steering Group.</li> </ul>			

### Project Summary

<b>4. Context</b>	<p>4.1 The City of London is aiming to reduce the amount of single-use plastic bottles being used, as part of the City’s Plastic-Free City Initiative launched on 9<sup>th</sup> July 2018, in order to ease the burden on recycling facilities and promote a re-use culture amongst City workers, residents and visitors. Providing water refill points in the public realm will increase opportunities for people to use their own, reusable water bottles.</p> <p>4.2 The City currently provides drinking fountain water refill points in various locations, the first of which was installed in Carter Lane Gardens on 21<sup>st</sup> May 2010, adjacent to the Visitor Centre. This project seeks to extend this provision, utilising the existing tried and tested model, to ensure continuity of design quality and compliance with statutory certifications.</p> <p>4.3 The drinking fountain design is established as part of the City’s palette of materials and features in the City of London Public Realm Supplementary Planning Document (adopted July 2016). There are no plans to pursue other designs.</p>
<b>5. Brief description of project</b>	<p>5.1 Installation of up to 10 new drinking fountains across the Square Mile that will operate as water bottle refill points, to help reduce unnecessary “single use” plastic waste and provide a valuable public amenity.</p> <p>5.2 Two drinking fountains were installed as part of the delivery of a project in the Aldgate area (June 2018). Therefore, it is proposed to deliver the remaining 8 drinking fountains as part of the Drinking Fountains project.</p>
<b>6. Consequences if project not approved</b>	<p>6.1 Should the project not be approved, a key element of the Plastic Free City initiative will not be delivered, leading to potential reputational damage.</p>

<b>7. SMART Project Objectives</b>	<p>7.1 Up to 8 new drinking fountains are installed across the Square Mile within 12 months of project initiation.</p> <p>7.2 Funding is secured to deliver both the installation of the fountains, and their ongoing maintenance, before the next Gateway report.</p> <p>7.3 Encourage an increase in the use of water refill points in the City.</p>
<b>8. Key Benefits</b>	<p>8.1 A reduced number of plastic bottles being collected as part of the City's recycling waste.</p> <p>8.2 A change in culture in the approach to the use of single-use plastic bottles.</p>
<b>9. Project category</b>	<p>5. Other priority developments</p>
<b>10. Project priority</b>	<p>B. Advisable</p>
<b>11. Notable exclusions</b>	<p>11.1 No sites on the Transport for London Road Network (TLRN) will be proposed.</p>

### Options Appraisal

<b>12. Overview of options</b>	<p>12.1 Officers will assess potential locations for new water bottle refill points and produce a list of confirmed locations depending on site viability (i.e. a local water connection being available) and potential for use (i.e. pedestrian footfall).</p> <p>12.2 Opportunities to introduce water refill points in new public realm schemes will be explored and evaluated.</p> <p>12.3. The installation of several new drinking fountains has already been identified through existing projects (Aldgate, St Mary Axe, Cannon Street), which will be included in the overall figure at the end of the project.</p>
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### Project Planning

<b>13. Delivery Period and Key dates</b>	<p><b>Overall project:</b> Completion expected between August 2019 and *January 2020, depending on variables.</p> <p>*Although the project is expected to be completed by August 2019, further funding opportunities may facilitate the installation of additional future drinking fountains.</p> <p><b>Key dates:</b></p> <ul style="list-style-type: none"> <li>• July 2018 – installation of two drinking fountains in Aldgate. COMPLETED.</li> <li>• August 2018 – preferred sites identified</li> <li>• September / October 2018 – trial holes undertaken to prove viability</li> </ul>
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	<ul style="list-style-type: none"> <li>December 2018 – Gateway 3/4/5 report to agree final locations and authorise implementation</li> <li>May-August 2019 – installation of drinking fountains</li> </ul> <p><b>Other works dates to coordinate:</b> as noted above, several fountains will be installed via existing projects.</p>
<b>14. Risk implications</b>	<p><b>Overall project risk:</b> Green</p> <p><i>14.1 Sites are not viable to accommodate new fountains</i></p> <p>Trial holes and investigations will be undertaken as part of the evaluation process to reduce the risk of sites not being suitable.</p>
<b>15. Stakeholders and consultees</b>	<ul style="list-style-type: none"> <li>Cleansing Services</li> <li>Environmental Health</li> <li>Thames Water</li> <li>Thames Estuary Partnership</li> </ul>

### Resource Implications

<b>16. Total estimated cost</b>	<b>Likely cost range:</b> £50,000 - £100,000									
<b>17. Funding strategy</b>	Choose 1: Partial funding confirmed	Choose 1: Mixture - some internal and some external funding								
	<table border="1"> <thead> <tr> <th><b>Funds/Sources of Funding</b></th> <th><b>Cost (£)</b></th> </tr> </thead> <tbody> <tr> <td>Priority Investment Pot</td> <td>£80,000*</td> </tr> <tr> <td>Cheapside Business Alliance</td> <td>£20,000</td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td><b>£100,000</b></td> </tr> </tbody> </table>		<b>Funds/Sources of Funding</b>	<b>Cost (£)</b>	Priority Investment Pot	£80,000*	Cheapside Business Alliance	£20,000	<b>Total</b>	<b>£100,000</b>
<b>Funds/Sources of Funding</b>	<b>Cost (£)</b>									
Priority Investment Pot	£80,000*									
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	<p>*A Priority Investment Pot bid was agreed by Resource Allocation Sub Committee on 5<sup>th</sup> July 2018, funding of £80,000 as part of the total funding of £160,000 for the Plastic-Free City Initiative.</p> <p>The Cheapside Business Alliance have contributed up to £20,000 to deliver a fountain in the Cheapside area; any unspent funding from that allocation will be returned to the CBA at the end of the project.</p> <p>Additionally, new developments in the City will, where practical, require provision of a new drinking water fountain funded from the developer's contributions to mitigate the impact of the development as appropriate.</p>									
<b>18. Investment appraisal</b>	Not applicable									

<p><b>19. Procurement strategy/Route to Market</b></p>	<p>The emerging City of London Local Plan is currently developing Public Realm policy to support the provision of public drinking fountains in appropriate locations.</p> <p>The City of London has a preferred drinking fountain unit which was approved as part of the City Public Realm Supplementary Planning Document (2016). Please see <b>Appendix 1</b> which shows a photo of a City drinking fountain located in Carter Lane Gardens.</p> <p>The fountains will be procured and installed by the City's Term Contractor, currently JB Riney.</p> <p>Thames Water are exclusive water suppliers in London, and so their new connection charges will be included in the overall project costs.</p>
<p><b>20. Legal implications</b></p>	<p>As local authority the City has powers under Section 115B, Highways Act 1980 to place amenities on the public highway.</p>
<p><b>21. Corporate property implications</b></p>	<p>Not applicable</p>
<p><b>22. Traffic implications</b></p>	<p>Not applicable</p>
<p><b>23. Sustainability and energy implications</b></p>	<p>23.1 Over time, the project should lead to a reduction in the number of plastic bottles that the City recycles, saving costs and promoting more sustainable practices.</p>
<p><b>24. IS implications</b></p>	<p>Not applicable</p>
<p><b>25. Equality Impact Assessment</b></p>	<p>An equality impact assessment will be undertaken.</p>
<p><b>26. Data Protection Impact Assessment</b></p>	<p>The risk to personal data is less than high or non-applicable and a data protection impact assessment will not be undertaken</p>

**Appendices**

<p><b>Appendix 1</b></p>	<p>Photo of an existing Drinking Fountain in Carter Lane Gardens</p>
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**Contact**

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**Appendix 1 | Photo of an existing Drinking Fountain in Carter Lane Gardens**

