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| <b>Committees:</b>   | <b>Dates:</b>   |
| Planning and Transportation Committee [for Decision]<br>Projects Sub [for Decision]<br>Policy and Resources [for Information]                                      | 23 June 2020<br>25 June 2020<br>09 July 2020                      |
| <b>Subject:</b><br>City Streets: Transportation response to support<br>Covid-19 recovery (Phase 3)<br><b>Unique Project Identifier:</b><br><br>PV Project ID 12217 | <b>Gateway 2-4<br/>Authority to<br/>Start Work</b><br><br>Regular |
| <b>Report of:</b><br>Director of the Built Environment<br><b>Report Author:</b><br>Gillian Howard – City Transportation<br>Maria Curro – City Transportation       | <b>For Decision</b>   |
| <b>PUBLIC</b>  |   |

### Recommendations

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| <p><b>1. Approval track, next steps and requested decisions</b></p> | <p><b>Project Description:</b></p> <p>To implement temporary traffic management measures on City streets in response to COVID-19. These measures will provide safer spaces for people walking and cycling, and queuing outside shops and offices to socially distance, and support businesses in their return to work.</p> <p>The City Corporation’s transport response will focus on achieving two main aims:</p> <ul style="list-style-type: none"> <li>• Residents, workers and visitors are safe and feel comfortable travelling into and within the Square Mile, particularly when travelling on foot, by bike and on public transport.</li> <li>• City businesses are supported in their Covid-19 recovery and the City remains an attractive location for business.</li> </ul> <p>The project consists of on street changes to provide additional space for people walking and cycling. These will first be installed using signs, lines and barriers to allow for easy adaptation if required. This will be delivered in a phased approach. On-street changes will be delivered alongside measures to support businesses, manage travel demand and encourage travel on foot, by cycle and on public transport.</p> |
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**Next Gateway:** Gateway 5 (on Phase 3)

**Next Steps:**

- A progress report on Phases 1 and 2 to be submitted for the July round of committees.
- A bid for the City's central funding and other external funding sources to be submitted.
- The final detail of Phase 3 interventions developed to support the social distancing work of Phases 1 and 2 with a delegated Gateway 5 report submitted before implementation. This will provide temporary seating and greening to support food and beverage businesses and create an attractive environment for residents, workers and visitors.
- Following a delegated Gateway 5, installation of additional cycle parking to support and enable an increase in the numbers of people cycling in the City
- Implementation of a 'school street' at the Charterhouse school from September with street closures during pick up and drop off times.

**Requested Decisions:**

1. Approve in principle the budget for Phase 3 to be a maximum of £650,500 subject to the confirmation of funding at Gateway 5.
2. Note the overall forecast project budget for all three phases is now £1,699,244 (excluding risk).
3. Note the proposal for a review report on all measures be submitted to committee after six months of the first measures being implemented (December 2020) (paragraphs 18-19).
4. Approve the principle of up to 1,900 new cycle parking locations, at a maximum cost of £82,000, split by:
  - a. a maximum of 50 car parking spaces within the City's five car parks being reallocated to provide up to 500 cycle parking spaces (paragraphs 48-49).
  - b. a maximum of 81 on street parking bays/motorcycle bays to be reallocated to temporary cycle parking and/or seating as part of Phase 3 (paragraphs 50-55). This equates to a maximum 13% reduction in on-street parking bays to provide up to 650 cycle spaces.
  - c. and reallocation of other carriageway and possibly footway space to provide up to a further 650 spaces and potentially up to 100 spaces on private but publicly accessible land subject to necessary legal agreements and consents being obtained.

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|  | <ol style="list-style-type: none"> <li>5. Approve the 12 seating/greening locations listed in table 2 in section 12 and the proposed interventions; and note the indicative total cost of £480,500 to deliver all of the interventions; and note that if full funding is not available to deliver all locations, they will be prioritised in the order shown.</li> <li>6. Agree that the implications of approving recommendations 4 and 5 may be the possible reduction of up to £336K of parking income being transferred to the Parking Reserve Account (if the temporary measures are in place for six months)</li> <li>7. Approve the procurement route to purchase of infrastructure to enable seating, greening and activation via the City Corporation’s Highways term contract, accepting an additional mark-up 8-10% on the total cost (paragraph 86).</li> <li>8. Approve the proposal to introduce a “school street” which involves closing the street outside Charterhouse Square School during the school starting and finishing times using an Experimental Traffic Order, and if successful would be made permanent.</li> <li>9. Agree to delegate approval for design, for making of Orders and Notices and related procedures and for implementation and operation for Phase 3 to the Director of the Built Environment in consultation with the Chair and Deputy Chairman of Planning &amp; Transportation Committee and the Chairman and Deputy Chairman of the Streets &amp; Walkways Sub Committee, subject to the receipt of funding.</li> </ol> |
| <p><b>2. Resource Requirements to reach next Gateway</b></p> | <p><b>Estimated total cost of the programme £1M- £2M</b></p> <p>Funding to reach Gateway 5 would be only for officer time and is being undertaken at risk. This has been accounted for within the total estimated cost of phase 3 shown in Table 1.</p> <p>It is difficult to estimate the full cost of the programme at this time. Phase 3 and Phase 4 (largely the monitoring, review and modifications work, with potentially further delivery of supporting measures to enhance interventions as numbers of people increase) are still being developed at pace. Likewise, the length of time that these interventions may need to be in place and monitored for, is currently unknown.</p> <p>The Phase 3 work presented in this report is largely work that can be prioritised and phased as and when funding is made available. These measures will therefore be delivered in the sequence shown in Section 12 (Table 2) of this report subject to funding being obtained and any necessary traffic orders being made.</p> <p>Applications to Transport for London (TfL) and the Department</p>   |

for Transport (DfT) have already been made for Phase 2, this includes funding for the proposed cycle parking set out in this report. The request for £82K for cycle parking formed part of these bids but the detail is now only been worked up for approval as part of Phase 3. The cycle parking locations can be prioritised and phased should the TfL funding application not be approved in full and if other funding is not available.

A further Bid for TfL and the Governments High Street Fund is to be made, estimated at 133k and outlined in Table 3 to contribute towards Phase 3. It is also expected that a bid for Central funding will be made.

For recommended options in Phase 3 an estimate has been provided to give Members an idea of the likely costs at Gateway 5 depending upon the level of external funding received and the outcome of any bids for central funding. At the time of writing, no funding has been confirmed:

**Table 1**

| <b>Item</b>              | <b>Reason</b>  | <b>Funds/<br/>Source of<br/>Funding</b>                   | <b>Cost (£)</b><br>All locations<br>identified |
|--------------------------|--|---|--|
| Staff costs - P&T        | Project management, design   | COL Central Funding                                       | 73,000   |
| Staff costs - Highways   | Detailed design and supervision  | COL Central Funding                                       | 18,500   |
| Staff costs - Open Space | Detailed design for planting and greening  | COL Central Funding                                       | 6,000  |
| Legal                    | Legal advice from City legal team  | External (TfL Streetspace Programme)                      | 2,000  |
| Fees                     | Design and Traffic MO  | COL Central Funding                                       | 16,000   |
| Works                    | Physical measures to widen footways, improve cycling, provide seating and greening, install additional cycle parking, social | External (TfL Streetspace Programme/ COL Central Funding) | 510,000  |

|  |              |  |                     |                  |
|--|--------------|--|---------------------|------------------|
|  |              | distancing signs etc. (including pre purchase of materials)      |                     |                  |
|  | Maintenance  | Maintenance of greening / planting and cleaning of installations | COL Central Funding | 25,000           |
|  | <b>Total</b> |  |                     | <b>*£650,500</b> |

\*It should be noted that in agreeing this package of work there is a potential loss of parking income, estimated to be maximum of £336,000 in the first six months. This needs to be considered within the context of the expenditure.

Table 1b Revenue Implications

| Item                                       | cost             |
|--|------------------|
| Loss of parking income (estimated maximum) | £336,000         |
| <b>Total</b>                               | <b>-£336,000</b> |

**Costed Risk Provision requested for this Gateway: £0** (Risk Register – Appendix 2)

A more detailed breakdown of indicative costs is in Appendix 10.

The above costs would cover the cost of 2 full time officers for 3 months across City Public Realm, Transportation, Highway and Open Space teams working to deliver the proposals, manage contractors and the maintenance of the installations.

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| <b>3. Governance arrangements</b> | <p><b>Service Committee:</b> Planning and Transportation</p> <p><b>SRO:</b> Bruce McVean – Acting Assistant Director, City Transportation</p> <p>Bronze Group for Covid-19 recovery for Transportation and Public Realm</p> |
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### Project Summary

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| <b>4. Context</b> | <p><b>Background</b></p> <p>1. The Planning and Transportation and Policy and Resources Committees received a report in May 2020 setting out the City Corporation’s transportation approach to responding to Covid-19 to accommodate</p> |
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social distancing requirements. Members approved the aims and objectives, overall approach and in principle details of the first phase of delivery.

2. The same committees then received a second report in June detailing Phase 2. This phase still primarily focused on changing the function of streets to provide greater space for people who walk and those who cycle into the City and between the main transport hubs and shopping districts.

### **Phase 1 Proposals**

3. Approval was granted to delegate the decision for the implementation of Phase 1 measures to the Director of the Built Environment in consultation with the Chair and Deputy Chairman of Planning & Transportation and the Chairman and Deputy Chairman of the Streets & Walkways Sub Committee.
4. This delegation was exercised on 2 June and implementation started on 4 June with the timed access closures (Mon-Fri, 7am to 7pm no access except to off street premises) on
  - St Mary Axe
  - Lombard Street
  - Coleman Street
5. The remaining proposals in Phase 1 were implemented from 8 June which include one way working and reallocation of space to walking and cycling.
6. The point closure on Cheapside is expected to be installed in late July as soon as the closure that is in place for the gas works is removed. The point closure on Leadenhall Street (except for buses and cycles) has been postponed until the traffic signal changes to allow the left turn from Cornhill to Bishopsgate can be actioned by TfL. They are awaiting a new piece of equipment to allow this movement to be undertaken. It is anticipated that this will be done by the end of June, but we await final confirmation.

### **Phase 2 proposals**

7. A similar delegated request was made within the Phase 2 report for approval for design, for making of Orders and Notices and related procedures and for implementation and operation to the Director of the Built Environment in consultation with the Chair and Deputy Chairman of Planning & Transportation Committee and the Chairman and Deputy Chairman of the Streets & Walkways Sub Committee; subject to receipt of external funding from TfL and DfT. This delegation is expected to

be exercised in the week commencing 15 June.

8. Since the time of writing the second report we are now considering additional funding sources to Transport for London Streetscape fund as early indications are that this fund is heavily oversubscribed. A decision on funding for Phase 2 is expected on the 17th June. It is likely that some of the Phase 2 and most of the Phase 3 work will require additional funding from other sources and a bid for Central Funding is expected to be made for these works. Officers will continue to actively seek third party funding for these works with the expectation being that the On Street Parking Reserve funding could be applied towards the costs of the works if other expected funding was not confirmed or would enable the priority works to be delivered at pace.

### **Progress headlines**

#### Communications and Engagement Update:

9. The Communications and Engagement table in Appendix 5, outlines the communication and engagement activities undertaken to date and planned communications.
10. Meetings with the London Boroughs of Camden, Islington and the City of Westminster have taken place, and a meeting with the London Borough of Tower Hamlets is being arranged, to discuss coordinating and monitoring those works which are close to borough boundaries and or which impact other highway networks.
11. Engagement with TfL continues and an outline of their proposals for Bishopsgate are included in this report. TfL have been supportive in getting the Phase 1 work delivered at pace.
12. In terms of public engagement, the City Corporation is following current legislation regarding statutory consultation for temporary Traffic Orders that are required for the traffic management measures in Phases 1 and 2. Also utilised are a range of existing and established communication channels to ensure the widest level of awareness possible at this time, including using the dedicated Covid-19 e-newsletter for residents and the regular Barbican Estate e-bulletin. Press and social media campaigns are being used to ensure that people who travel to and through

the City are made aware of the changes.

Monitoring and review of temporary measures:

13. The Monitoring Strategy will monitor and report on a range of factors that may be impacted by the temporary Covid-19 recovery measures. Monitoring will capture reports of casualties and collisions, journey times, air quality, traffic flows, pedestrian volumes and the perceptions and experiences of all street users.
14. Comments and feedback from the public will be captured using an online map-based survey. This is expected to go live in the week beginning 22 June.
15. The Monitoring Strategy will enable Officers to react quickly to change in demand, safety issues or feedback from street users.
16. It will also help inform when it may be appropriate to begin removing temporary measures and whether any of the temporary measures could potentially be made permanent. Any proposals to retain the temporary measures will be subject to a formal process including consultation and traffic order making.
17. Monitoring updates will be included in reports back to members.

Reporting Schedule:

18. Members have requested a schedule for reviewing temporary measures. It is proposed that a formal review report is submitted after six months of the first phase installation (December 2020); with regular updates provided in the meantime.
19. This timing may need to be brought forward if Government guidance or advice changes.

Tables and Chairs Licencing:

20. A separate report, titled, 'Tables and Chairs – Assessment criteria, processes and fees in response to COVID-19 lockdown and easing' is on the Planning and Transportation Committees agenda for the 23 June. This report follows the discussion at the 2 June committee.

**TfL proposals update:**

Bishopsgate (A10 Corridor):

21. Transport for London (as the Highway Authority and Traffic Authority for Bishopsgate) are working on proposals to improve the Bishopsgate corridor through

the City for people who walk, cycle and use public transport. Their proposals will restrict motor vehicle through traffic along Bishopsgate using “bus and cycle gates” during part of the day. This is likely to be Monday to Friday 7am to 7pm, matching the other timed restrictions in the City. The aim of their proposals is to significantly reduce the volume of through traffic on this corridor so that more and safer spaces can be reallocated for people walking, cycling and to improve bus priority.

22. Details are still being discussed but the City and TfL have been working together to ensure that the City’s Phase 1 and 2 proposals and TfL’s proposals for Bishopsgate are complementary.

23. To facilitate this there are several proposed banned manoeuvres from the City’s network. This includes a banned right turn from Fenchurch Street to Gracechurch Street. There is also some concern that this proposal may create a rat-running problem along Primrose Street, Appold Street, Sun Street, Wilson Street and Finsbury Square. Options including banning the left turn from Primrose Street into Appold Street or to ban westbound traffic on short sections of Sun Street, Pindar Street and Earl Street are being considered (including discussions with Hackney) to mitigate against this.

24. At the time of writing, TfL do not have detailed proposals for us to be able to include it in this report as their designs have not yet been finalised and approved internally. An update can be provided by officers at the Committee meeting on this element.

25. TfL are working on a monitoring strategy that, when used in conjunction with the City’s, will combined give an overall picture of both authority’s proposals. It is anticipated that any significant implications will be identified through this work and where appropriate further modifications may be made. It is anticipated that work to implement the proposals on Bishopsgate will take place from the end of June.

#### Farringdon Street:

26. TfL have also indicated that they intend to implement some changes along Farringdon Street, but we have not yet had any discussions with them on this as their work is at an early stage. An update will be provided in future reports as necessary.

**5. Brief description of project**

**Phase 3 proposals**

Seating and greening

27. Phase 3 is largely delivering changes to Tier 2 streets, but also includes some further measures on some Tier 1 streets that were included in Phases 1 and 2.
28. Tier 2 streets predominantly comprise local access streets with lower footfall, meaning little or no reallocation of space is required to facilitate pedestrian movement. This means there is potential to reallocate space to seating and greening to improve the experience of walking, cycling and spending time on the City's streets. Measures including moveable seating, planters, parklets and increased space for walking have been considered and are to be introduced in a staged approach.
29. A total of 12 sites have been identified for the first tranche of seating and greening. These locations have been chosen and prioritised for installation against various criteria including existing footway widths, proximity to food outlets (including consideration of existing table & chair licences which have been suspended), and likelihood for pedestrian crowding,

Supporting and additional measures

*Cycle parking:*

30. Phase 3 proposals also include additional cycle parking to support the sustainable return to work and help manage demand for public transport.
31. Approximately 1,900 possible spaces have been identified across the City for a mixture of personal and dockless bike parking. Demand for cycle parking will be monitored over the coming months to inform our temporary space reallocation planning and ensure a suitable amount of temporary cycle parking is provided across the City. Implementation plans have been phased to allow us to respond to the easing of lockdown restrictions and return of workers to the City.

*Queue management on public highway:*

32. The City's Public Realm team have been working on a City Corporation led approach to deliver a consistent and understandable approach to on street markings to facilitate queuing and social distancing.
33. Queue markings will be installed following requests by businesses. Other markings to help manage the

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|   | <p>movement of people will be installed as required.</p> <p><u>School Street:</u></p> <p>34. Proposals in Phase 2 included retaining the existing temporary eastbound one-way working and to widen footways on Charterhouse Street, Charterhouse Square and Carthusian Street as an immediate intervention to support pupils returning to Charterhouse School.</p> <p>35. Under Phase 3 it is proposed to implement a ‘School Street’ from the start of the autumn term. This would close the street to motor vehicles at the start and end of the school day to reduce road danger and support children walking to and from the school. This would be delivered using an Experimental Traffic Order and be made permanent if it is successful.</p>  |
| <p><b>6. Consequences if project not approved</b></p> | <p>36. As lockdown restrictions are eased it will be essential to provide additional space on the City’s streets to people walking and cycling. This will enable City residents, workers and visitors to maintain safe social distances and will reduce road danger. Providing a proportionate response to COVID-19 will provide confidence to businesses that they and their staff can return safely to work.</p> <p>37. Proposals are being developed, and can be delivered, at pace and will be adaptable to changing circumstances. This will ensure necessary temporary change to streets can be delivered in advance of a significant return of workers to the Square Mile.</p> <p>38. Should the proposed cycling provision not be approved, cycling demand may exceed cycling infrastructure making it difficult for those cycling to/from the Square Mile. Lack of additional cycling provision may also result in increased demand on public transport</p> <p>39. The seating and greening proposals provide an opportunity to enhance the use of public spaces. Should these proposals not be approved, there will be a lack of outdoor seating making it more difficult for food and beverage businesses to adjust social distancing requirements.</p> |
| <p><b>7. SMART project objectives</b></p>             | <p>40. The proposed COVID-19 response, associated projects, and the pace at which their implementation is required, amount to meaningful change in the City of London’s street environment and highway network. It is imperative that these changes are quantified as far as possible, to understand the magnitude of change and</p>   |

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|                               | <p>the impact it may have (positive or negative), on the users of City streets.</p> <p>41. The following short term and medium-term objectives were set out in the previous Committee reports:</p> <p>Short-term objectives:</p> <ul style="list-style-type: none"> <li>• Ensure Covid-19 recovery is primarily based on walking, cycling and the managed use of public transport, seek to minimise the use of private vehicles, private hire vehicles and taxis for travel to and within the Square Mile.</li> <li>• Provide people with the space they need to comfortably and safely maintain social distancing while walking and spending time on the City’s streets.</li> <li>• Enable more people to feel safe and comfortable when cycling and provide the space needed to accommodate the increase in cycling levels.</li> <li>• Support City businesses by providing them with the information they need to plan for the safe return of their staff and to help manage demand on public transport.</li> <li>• As far as possible ensure any recovery projects and initiatives are aligned with the Transport Strategy.</li> <li>• Deliver change as quickly and efficiently as possible and in ways that are flexible and can adapt to changing circumstances; and</li> <li>• Minimise disruption while recognising some potential negative impacts, e.g. potentially longer motor vehicle journeys to access or service properties and businesses.</li> </ul> <p>Medium-term objectives:</p> <ul style="list-style-type: none"> <li>• Explore opportunities to give additional pace to Transport Strategy policies including to increase space and priority for people walking and enable more people to choose to cycle.</li> <li>• Secure a sustained reduction in the number of people killed and injured while travelling on the City’s streets.</li> <li>• Secure a sustained reduction in motor traffic. Ensure that any short-term increase in car, taxi and private hire vehicle use is reversed as conditions return to normal.</li> <li>• Secure sustained reductions in emissions and noise from motor vehicles.</li> <li>• Assist City businesses in adapting to the ‘new normal’ and secure change in business activities to support delivery of the Transport Strategy.</li> </ul> |
| <p><b>8. Key Benefits</b></p> | <p>Overall</p> <ul style="list-style-type: none"> <li>• Sufficient street space is provided to ensure adequate social distancing and the safety and comfort of City residents, workers and visitors.</li> </ul>  |

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|                               | <ul style="list-style-type: none"> <li>• City businesses are supported in their Covid-19 recovery and the City remains an attractive location for business.</li> </ul> <p><i>Cycling provision</i></p> <ul style="list-style-type: none"> <li>• Additional cycling infrastructure and cycle parking spaces/locations to accommodate the expected increase in cycling</li> <li>• Facilitate cycling to/from and within the Square Mile Support the cycling objectives set out in the Transport Strategy</li> <li>• Enable the return of workers to the City while reducing demand on public transport</li> </ul> <p><i>Seating and greening</i></p> <ul style="list-style-type: none"> <li>• Support businesses in adapting social distancing requirements by providing outdoor seating space</li> <li>• Provide greening and seating to allow those who live, work and visit to enjoy public spaces across the City</li> <li>• Facilitate the use public spaces in a safe manner</li> </ul> |
| <b>9. Project category</b>    | 5. Other priority developments  |
| <b>10. Project priority</b>   | B. Advisable  |
| <b>11. Notable exclusions</b> | N/A   |

### Options Appraisal

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| <b>12. Overview of options</b> | <p><b>School Street:</b></p> <p>42. To further improve safety and the environment for children walking to and from the Charterhouse school, a street closure is proposed during the school starting and finishing times using an Experimental Traffic Order and if successful be made permanent. To ensure compliance and minimal staff resources to manage the school street, signage and enforcement cameras will be used. The estimated cost of this is £60k, which will be funded from TfL Streetspace bid for Phase 3.</p> <p><b>Cycle Parking Provision</b></p> <p>43. To accommodate the expected increase in people cycling to the City, space for up to 1,900 new cycle parking spaces have been identified. At present there</p> |
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are approximately 2,400 on-street cycle parking spaces in the City. 300 of which are in dockless bays.

44. Cycle parking is proposed to be located in City Corporation car parks, by repurposing payment parking bays or motorcycle bays, and on spare carriageway, footway and publicly accessible private land.

45. Some of these locations are easier to deliver than others and there are potential impacts of installing cycle parking in car parks and payment parking bays in terms of parking income and potential demand for car parking. These will be considered alongside the demand for cycle parking to ensure a balanced approach that support businesses and enables a sustainable return to work. It is expected that travel patterns may continually change as recovery of the pandemic progresses. Parking occupancy and capacity for both cycles and motor vehicles will be monitored to ensure that space reallocation does not unreasonably impact other essential parking uses, such as servicing and loading, during the temporary period. Given all temporary infrastructure can be relocated easily we will adjust temporary cycle parking levels and distribution in response to our occupancy monitoring.

46. Cycle parking spaces will be implemented in a phased approach, dependent on demand and balancing the need of parking spaces to be used by others in the meantime. The stands can easily be installed and removed or relocated if necessary.

47. Appendix 4 outlines the cycle parking proposals in greater detail, including an indicative map of the proposed cycle parking locations.

#### Cycle parking in City Corporation Car parks.

48. It is proposed that a maximum of 50 car park spaces across the five City-owned car parks are converted into approximately 500 cycle spaces:

- Baynard House: Reallocate 10 parking spaces to provide 100 cycle spaces
- London Wall: Reallocate 17 parking spaces to provide 170 cycle spaces
- Minories: Reallocate 5 parking spaces to provide 50 cycle spaces
- Smithfield: Reallocate 7 parking spaces to provide 70 cycle spaces
- Tower Hill: Reallocate 11 spaces to provide 110 cycle spaces

49. Prior to Covid-19, City car parks were underutilised with

up to 50% of spaces unoccupied at peak times across the car parks. It is possible there will be a short-term increase in car parking demand in the early stages of COVID-19 recovery. This will be monitored, and reallocation can be delivered in a phased approach if necessary, to take into account both car parking and cycle parking demand.

#### On-Street Parking Bays

50. It is proposed to reallocate up to 81 parking bays to cycle parking and parklets/seating. This equates to 13% of on-street parking provision. A maximum of 10 bays (of the 81) will be used to accommodate parklets, with the remainder being used for cycling parking, including dockless cycle hire bays. Parklets may also incorporate some cycle parking. An Equalities Analysis is being undertaken on phase 3 proposals; key issues will include the impact on parking availability for mobility impaired. Some further comment is included in section 17 Equalities Analysis.

51. Parking bays will be reallocated to cycle parking on streets where there are six or more payment parking bays, with up to one parking bay per six converted to cycle parking. This approach would provide space for approximately 650 cycles. These spaces will be split 50/50 between public cycle parking and parking bays for dockless cycles.

52. There is likely to be a reduction of parking income as a result of these reallocations. It is estimated that up to £336,000 could be lost over six months compared with if the parking bays were fully utilised.

53. These spaces can be delivered in a phased approach that takes account of demand and manages the disruption to parking and reduction in parking income.

54. If payment parking demand increases beyond current levels, we will look to reduce the reallocation of payment parking spaces and make up the provision through the partial reallocation of up to 45 of the City's larger motorcycle bays. This could provide up to 450 cycle parking spaces.

55. The demand for cycle parking, motorcycle parking and payment parking will be monitored to ensure balancing the needs of all uses is met as best as possible.

#### Reallocation of other public highway space

56. Around Bank Junction and the City Cluster area, carriageway and footway space will be reallocated for

cycle parking. It is expected that 650 cycle parking spaces could be delivered. Footway space will only be used where suitable carriageway space is not available and where cycle parking will not restrict pedestrian movement.

57. The use of temporary cycle parking will be monitored, and it may be appropriate to make some spaces permanent. If cycling numbers grow and are sustained, consideration to keeping some of these locations across all of the types of reallocated space may be requested.

Private but publicly accessible land.

58. There may also be potential to provide additional cycle parking on private but publicly accessible land. We have identified that around 100 cycle spaces could be provided. However, the feasibility of this is still being investigated as this would require legal agreements and indemnity which may prove unfeasible in the temporary timeframes of this scheme's response.

Cost estimate:

59. £82k is included in the Phase 2 funding request to TfL for the procurement and installation of cycle parking and dockless cycle bays.

**Queue management and markings**

60. The City's Public Realm team have established a City Corporation led approach to delivering a consistent approach to on-street markings to facilitate queuing and social distancing.

61. This work is being developed in consultation with the City Markets & Consumer Protection team, and the City of London Police.

62. The design of the markings reflects the City Corporation's 'identity' (font, colours, etc.) to ensure a clear and understandable message. A durable vinyl material will be used with a lifespan of around three months. The signage/marker can be used on both public and private footways.

63. Businesses will be able to request temporary street signage/markers directly by completing a short online form. All requests will be reviewed by the City Corporation, taking into consideration the width of the pavement and neighbouring premises. Signage will then be installed by Riney to ensure a high-quality finish.

64. To further support businesses, the City's public realm

team have developed a queuing management guidance document. This document will also be featured on the website and promoted to businesses.

65. This workstream will be supported by BIDS and other business associations.

### **Seating and greening**

66. Phase 3 seating and greening measures are largely proposed to deliver changes to Tier 2 streets, but also includes some further measures on some Tier 1 streets that were included in Phases 1 and 2. The need to provide additional space for walking on Tier 2 streets has also been considered.

67. Tier 2 streets predominantly comprise local access streets with lower footfall, but which would benefit from reduced through traffic to improve safety and comfort for pedestrians and cyclists. The lower footfall means that little or no reallocation of space is required to facilitate safe pedestrian movement.

68. These streets have been identified as providing opportunities for seating and greening that will create space for people to rest and relax. They will have the capacity to transform the locations over time and support safe social interaction, along with enabling food and beverage businesses to operate in line with government guidance.

69. These streets have been assessed using the following criteria:

- Footway widths – with priority given to streets where widths are less than two metres and may require space reallocation to walking.
- Proximity to food and beverage outlets – recognising the need to support retail businesses and taking account of the amenity value of seating to highway users, including customers of food retailers, and the five principles agreed at the 2 June Planning & Transportation Committee: recognising the need to nurture a thriving City economy; putting safety first; no privatisation of public space; having regard to space to queue outside premises; and the extent of new or existing public seating nearby.
- Likelihood for pedestrian crowding – streets where pedestrian flows are likely to be higher, both in terms of movement and dwelling, based on existing numbers and anticipated future changes as people return to the City.

70. This assessment has identified 12 locations that are recommended for implementation. These streets are listed in Table 2 below, and further details of their characteristics, proposed interventions etc. are contained in Appendices 7 and 8. The first tranche, involving moveable seating and use of barriers to reallocate carriageway space, is expected to be completed within 3-5 weeks of the funding being secured, subject to obtaining necessary consents. The larger elements (planters and parklets) are expected to follow around 7-9 weeks after funding is secured.

71. Further opportunities for seating and greening will be explored and may be brought forward in later phases if there is sufficient need, demand and funding.

72. In addition to the locations identified in Table 2, officers will explore opportunities to reallocate carriageway space for tables and chairs, where it is safe and practical to do so. In such locations, tables and chairs will be privately managed but available for public use. This approach is already being explored for Middlesex Street in liaison with The Aldgate Partnership.

Table 2

| <b>Location</b>  | <b>Proposed changes</b>  |
|--|--|
| 1. West Smithfield (rotunda)                                     | Reallocation of carriageway space to accommodate moveable seats and planters   |
| 2. Cheapside*  | To be delivered following Phase 1 implementation. Reallocation of carriageway space to accommodate moveable seats and planters |
| 3. Chancery Lane (Carey Street to Southampton Buildings)*        | Reallocation of carriageway space to accommodate parklets, moveable seats and planters   |
| 4. Carter Lane (Creed Lane to Ludgate Broadway)                  | Extension of timed closure to 7am-7pm and possible reallocation of space to accommodate moveable seats                         |
| 5. Coleman Street (Kings Arms Yard to Coleman Street Buildings)* | Suspension of up to two parking bays and reallocation of carriageway space, to accommodate parklets and moveable seats         |
| 6. Bow Lane and Watling Street                                   | Extension of timed closure to (7am-7pm) and suspension   |

|   |   |
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|   | of one parking bay to accommodate a parklet, moveable seats or planters   |
| 7. Harrow Place*                                    | Suspension of up to two parking bays to accommodate parklets  |
| 8. City Cluster (exact locations to be determined)* | Reallocation of carriageway space and suspension of up to three parking bays to accommodate parklets, moveable seats and planters |
| 9. Old Jewry*                                       | Suspension of up to one parking bay to accommodate a parklet, moveable seats or planters  |
| 10. Whitecross Street (within City boundary)        | Reallocation of carriageway space to accommodate up to two parklets   |
| 11. Long Lane (Aldersgate Street to Lindsey Street) | Suspension of up to two parking bays to accommodate parklets and planters   |
| 12. Wood Street (Cheapside to Goldsmith Street)     | Reallocation of carriageway space to accommodate up to two parklets   |

*\*complementing measures implemented in Tier 1*

73. Given the varying scales of these interventions it is intended to implement them in stages, with quick, simple solutions being introduced initially and then more substantial, semi-permanent structures which required longer procurement leading times being installed. The measures delivered will be assessed as part of the wider monitoring strategy.

74. Measures being considered for Phase 3 include:

- Moveable seats – single, folding seats which can be picked up and moved by people. In most cases these would be supplied by the City of London but be managed by a third party. These are distinct from licenced tables & chairs.
- Parklets – small structures typically positioned on the carriageway, roughly the size of a standard car parking space. The structures can include elements of seating, greening and cycle parking, and provide level access from the footway. They will be designed to facilitate social distancing and may be used as enable queuing in certain locations. These structures offer a high degree of flexibility and can be moved to other locations if needed.

In order to maximise the sustainability of the parklets,

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|  | <p>officers are currently investigating a high-quality product which can be manufactured in a modular fashion, with an option to either purchase outright or to hire the product for an extended period of time. After the loan period the structures would be removed and returned to the manufacturer to be repurposed / refurbished for use elsewhere. Through this innovative approach, the design solution responds to need to reduce waste in line with the City’s ambition to implement a circular economy.</p> <ul style="list-style-type: none"> <li>• Planters – smaller planters, roughly 1m<sup>3</sup> in size, which are large enough to accommodate small trees. Officers are working with colleagues in Open Spaces to ensure that the planting and trees have a high likelihood of thriving and will be sustainable.</li> <li>• Extended footway – using the same approach as Phases 1 &amp; 2, areas of extended footway will initially be provided using barriers, allowing officers to adapt them as required. Following a period of monitoring and adjustment the measures may be upgraded to improve their appearance and functionality (e.g. replacing barriers with planters). At this point, measures to highlight those sections of carriageway which have been converted for use by pedestrians may be introduced. These measures are likely to involve relatively simple interventions such as painted or thermoplastic patterns directly applied to the carriageway surface, and potentially more substantial ‘boardwalks’ which would provide level access; however this latter option will be subject to costs and detailed design. These measures can be customised by area to provide continuity (e.g. incorporating Culture Mile branding) and have the flexibility to add other measures such as cycle parking.</li> </ul> |
| <p><b>13. Communication and Engagement</b></p> | <p>75. The City Corporation will follow current legislation regarding statutory consultation for temporary Traffic Orders required, for example, to widen footways. Also utilised are existing established communication channels to ensure the widest level of awareness, including City Property Advisory Team (CPAT), City Property Association (CPA) and BIDs/partnerships, resident groups and transport modal groups. Press and social media campaigns are being used to ensure that people who travel to and through the City are also notified.</p> <p>76. A monitoring strategy will be in place and feedback from residents, businesses and street users will be sought following implementation. An interactive online portal will be used to collect and collate feedback.</p>  |

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|                                      | <p>77. The communication and engagement update in Appendix 5, provides an update on stakeholder engagement to date and what is planned.</p>  |
| <p><b>14. Legal Implications</b></p> | <p>78. The City Corporation has the power to use Temporary Traffic Orders to temporarily restrict traffic because of the likelihood of danger to the public.</p> <p>79. In exercising its traffic authority powers the City Corporation must:</p> <ul style="list-style-type: none"> <li>• Meet public notice requirements (and, where applicable, consultation requirements and as modified by the emergency regulations).</li> <li>• Secure the expeditious, convenient and safe movement of vehicular, pedestrian and other traffic on its road network (having regard to the desirability of maintaining access to premises; effects on amenities and the importance of facilitating public service vehicles) and facilitate the expeditious movement of traffic on road networks for which other authorities are responsible.</li> <li>• Be satisfied interference with enjoyment of property is justified and strikes a fair balance between the public interest and private rights.</li> </ul> <p>80. In carrying out its network management functions the City Corporation must have regard to statutory network management guidance, including the guidance in response to COVID-19 issued on 9 May.</p> <p>81. The highway authority may vary the relative widths of carriageway and footway without need for a traffic order (unless parking or loading bays need to be suspended).</p> <p>82. The highway authority may place amenities on the highway (including seating and planters) subject to consent of frontages and, where placed on carriageway, subject to use of the affected carriageway by vehicular traffic being prohibited (S115a of the Highways Act)</p> <p>83. Traffic signs may be needed to inform pedestrians, cyclists and drivers of changes to road layouts for COVID-19 purposes, particularly where temporary widening is in place. Signs have been prescribed by central government and as such do not need special signs authorisation from the Department of Transport. The City use the prescribed signs where we can but there are some signs such as pedestrian priority and 15mph which are advisory and do not have prescribed forms, therefore bespoke signs</p> |

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|                                  | have been developed.   |
| <b>15. Risk</b>                  | <p><b>Overall project risk: Medium</b></p> <p>84. Further information available within the Risk Register (Appendix 2)</p>  |
| <b>16. Procurement</b>           | <p>85. Highways works such as signing, lining and barriers will be completed on the street using the City's Highways Terms Contractor, Riney. Other consultancy work which may be required is minor in value and the usual procurement routes will be followed.</p> <p>86. It is proposed that the infrastructure to enable seating and greening will be procured through the Highways term contract. This approach will expedite the procurement process, enabling measures to be implemented more quickly, but will be at an additional cost (approximately 8-10% of the total purchase cost).</p>   |
| <b>17. Equalities Assessment</b> | <p>87. An Equalities Assessment (EA) was undertaken for Phase 1 and Phase 2. to determine the proportionality of any negative impacts on groups with protected characteristics and to identify mitigations. An EA for phase 3 measures will be taken into consideration with the delegated decision to approved detailed design, traffic orders and implementation (GW5).</p> <p>88. For Phase 3 measures a key consideration for those with mobility impairments is the number and location of parking spaces on street. The recommendation to suspend some parking bays for phase 3 measures is limited to those sections of parking where there are 6 or more parking bays and not on all streets. Therefore, in all locations 5/6 bays will be retained as a minimum and it is considered on balance that providing some additional cycle parking on carriageway is beneficial, given preference not to put on footway. Also noting that these P&amp;D spaces are not protected for blue badge holders. All blue badge/disabled parking spaces are retained, in a few limited locations they may be relocated where phase 2 road closures necessitate this.</p> <p>89. None of the phase 3 measures conflict with phase 2 streets where carriageway space is being reallocated for walking or cycling.</p> <p>90. The key findings for Phase 1 and 2 are:</p> <ul style="list-style-type: none"> <li>• On balance, the proposals are likely to have a positive impact on reducing inequalities. The proposals</li> </ul> |

contained in Phase 1 and Phase 2 focus primarily on increasing and improving space for pedestrians and cyclists. This will not only benefit those making trips entirely on foot but will also benefit the large share of trips made by public transport, given the likely need to access public transport stops by walking. This will disproportionately benefit those groups who are more reliant on walking (such as those as 65+), as well as those who may find narrow and cluttered footways particularly difficult to negotiate (such as disabled people with mobility impairments or people walking with prams or with young children).

- Improvements for cycling, have the potential to encourage more people to cycle, particularly if they are designed to cater for all types of cycles (such as adapted cycles).
- Some bus diversions will be necessary, and the impacts of these on journey times should be monitored and mitigated where necessary through operational changes. There will also be some impacts on car/taxi travel, primarily through more indirect routes, but this will be mitigated by allowing for access and drop-offs for those with limited mobility.

91. The EA seeks to understand and mitigate any negative impacts experienced by the small proportions of these groups prior to implementation and as the project progresses and adapts. As Phase 2 is rolled out and monitored, these considerations will be further informed based on feedback from residents, businesses, TfL Taxi and Private Hire (TPH), trade associations, the City of London Accessibility Group (CoLAG) and Transport for All, to ensure that needs are being considered. The City will review and adapt measures as the project progresses.

92. It is also recommended that further stages of the EA take account of other dynamic activity which is emerging such as further use of cargo bikes, e-scooters if appropriate and hire bikes.

93. It is recommended that a review of the EA recommendations is included in monitoring reporting so that any adjustments can be made once measures are in place.

94. A summary of the recommendations for the EA for Phase 1 and Phase 2 can be found in Appendix 9. The full reports are also available as background papers, at [www.cityoflondon.gov.uk/covid19citystreets](http://www.cityoflondon.gov.uk/covid19citystreets).

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**Resource Implications**

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| <p><b>18. Total estimated cost</b></p> | <p><b>Total estimated cost for Phase 3 (excluding risk):</b><br/> <i>£650,500*</i></p> <p><i>*noting that there is a revenue implication of up to a maximum of approximately £336,000 for loss of parking income for some of these proposals</i></p> <p><i>Total estimated Cost for Phases 1,2 and 3: £1,636,244</i></p>  |   |
| <p><b>19. Funding strategy</b></p>     | <p>Is the funding confirmed:<br/>         No funding confirmed</p> <p><b>Phase 2 Funding Update</b></p> <p>95. It has not been possible to confirm the outcome of our funding bid for our Phase 2 to both Transport for London and the Department for Transport in time for this report, but a verbal update can be provided at Committee. It is expected that a request will be made for Central Funding for any shortfall as soon as the outcome of these funding bids are known.</p> <p>96. There are some elements of the work that can be prioritised and do not necessarily need to be delivered immediately or perhaps in their entirety. The length of time required for monitoring may not be as long as assumed. This depends on the length of time measures are in place and may change the amount of funding required.</p> <p><b>Phase 3 Funding</b></p> <p>97. A small portion of the works may be able to be funded by the Transport for London Streetscape fund and officers will make a bid for this. It is however likely that these measures will be a lower priority.</p> <p>98. A bid for City Central Funding will be made once the outcome of the Transport for London and DFT bids for Phase 2 are known (expected by mid-June). This bid will be for any shortfall in Phase 2 funding along with funding for the greening/seating/activation measures in this</p> | <p>Who is providing funding:<br/>         Mixture - some internal and some external funding</p> |

Phase 3 report

99. A separate bid for the Government's High Street Funding will be made alongside any other funding avenues such as approaches to BIDS or other third-party sponsorship.

**Table 3**

**Recommended option 2 (Phase 3)**

| <b>Funds/Sources of Funding</b>  | <b>Cost (£)</b> |
|--|-----------------|
|  |                 |
| *Transport for London Streetspace Programme – for infrastructure associated with closures (additional Bid Phase 3) | 103,000         |
| *Transport for London Streetspace Programme (included in phase 2 Bid) for cycle parking                            | 82,000          |
| *MHCLG – Reopening High Streets Safely Fund  | 30,000          |
| <b>*City of London Central Funding Bid</b>   | 435,500         |
| <b>Total</b>   | <b>£650,500</b> |

*\*unconfirmed at time of writing*

**Background Reports**

City Streets: Transportation response to support Covid- 19 recovery

<http://democracy.cityoflondon.gov.uk/mgAi.aspx?ID=100994>

City Streets: Transportation response to support Covid-19 recovery (Phase2)

<http://democracy.cityoflondon.gov.uk/mgAi.aspx?ID=101568>

Equalities Analysis Phase 1 and 2 reports (Steer)

[www.cityoflondon.gov.uk/covid19citystreets](http://www.cityoflondon.gov.uk/covid19citystreets)

## Appendices

|                    |   |
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| <b>Appendix 1</b>  | Transportation response to COVID19 recovery:<br>Programme summary table |
| <b>Appendix 2</b>  | Risk Register   |
| <b>Appendix 3</b>  | PT4 Procurement Form  |
| <b>Appendix 4</b>  | Map of cycle parking locations  |
| <b>Appendix 5</b>  | Update on Phase 1 and 2   |
| <b>Appendix 6</b>  | Indicative Programme  |
| <b>Appendix 7</b>  | Phase 3 map of proposed interventions                                   |
| <b>Appendix 8</b>  | Phase 3 – Table of interventions  |
| <b>Appendix 9</b>  | Phase 1 and Phase 2 EA  |
| <b>Appendix 10</b> | Finance tables  |

## Contact

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