

City Plan Engagement Strategy

What is the City Plan?

The City Plan 2040 will become the guiding strategy for the growth of the Square Mile over the next 20 years. It will set out a vision (or 'spatial strategy') for how the City will change as well as policies that new development will need to comply with to get planning permission.

The City Plan will replace the Local Plan, which was adopted in 2015.

What is the engagement strategy?

This engagement strategy outlines a programme of engagement with stakeholders that the City Corporation will carry out as the City Plan is taken forward.

The engagement strategy is a live document that will be revised as work on the City Plan progresses.

What are our principles for public engagement?

The City Corporation has a Statement of Community Involvement (SCI), which sets out how we will engage as we carry out our planning function.

The SCI sets out eight principles. Our engagement will be inclusive, accessible, clear and informative. We will use a variety of engagement methods. When we engage, this will be proportionate in scale and time to the scale and impact of the decision following consultation. We will engage early, and continuously. And we will acknowledge feedback and publish reports outlining the feedback received.

The SCI also sets out the consultation requirements for each formal stage of developing the City Plan, as set out in Appendix B of this document.

Where are we now?

The City Plan has been through three rounds of public consultation, most recently on a full draft. These are set out in Table 1.

The next formal consultation will start in December 2023. However, we will carry out informal public engagement with stakeholders before this, to inform the next version of the document. The next version will build on the full draft we consulted on previously. Through engagement and evidence work we will develop a new version that responds to pressing current issues, trends, and Corporation priorities, including Destination City, climate change, and new ways of working following the Covid-19 pandemic.

The timetable for developing the Plan is set out in Table 1.

Table 1: timetable for the stages of developing the City Plan

Stage of Plan	Dates
Issues and Options (Regulation 18): Public consultation on key issues to be addressed and emerging options	Sept - Dec 2016
Draft Local Plan: Public consultation on a full draft of the Plan	Nov 2018 – Feb 2019
Proposed Submission Draft (Regulation 19): Public consultation on the draft Plan prior to submission to the Secretary of State	March – May 2021
Proposed Revised Submission Draft (Regulation 19): Public consultation on a revised draft Plan which considers objections raised to the earlier Proposed Submission Draft Plan	December 2023 - February 2024
Submission: The City Plan, together with the representations received, will be submitted to the Secretary of State who will appoint an independent Planning Inspector	June 2024
Examination: The Inspector will consider the Plan and any comments made through public consultation, including through public sessions to hear evidence about the key issues	Summer / Autumn 2024
Adoption: The Inspector's recommendations will be considered by the City Corporation and the Plan adopted	June / July 2025

Engagement to date

As well as the formal stages of consultation already carried out (see Table 1), there have been a series of meetings with stakeholders over the course of 2022, which is set out in Appendix C.

Forthcoming engagement programme

Table 2 sets out an overarching engagement programme for the next calendar year, up to and including the formal consultation (regulation 19 stage).

Initial engagement will focus on updating stakeholders on our work programme, discussions about what works for how they get involved, and identifying the issues that they are most interested in.

There are a substantial number of meetings and discussions with stakeholders that City officers hold on a regular basis as part of ongoing work, including meetings with London boroughs, the Department for Levelling Up, Housing and Communities, developer groups, BIDs, Historic England and others. These meetings will continue to take place as the City Plan is developed and are additional to the engagement outlined in Table 2.

Requests for meetings from groups will be accommodated wherever possible.

Other City strategies – such as the Transport Strategy – are being developed at a similar time to the City Plan. Opportunities to work together on public engagement will be taken wherever possible, to minimise meetings and mitigate consultation fatigue.

Table 2: City Plan engagement programme

Month	Engagement focus
October - November 2022	<p>Meetings with City businesses, BIDs and business groups</p> <p>Meetings with residents' associations and representatives</p> <p>Duty to co-operate meetings with boroughs</p>
December 2022 - January 2023	<p>Newsletter, online engagement platform, social media</p> <p>Establish focus groups with representative bodies to explore key issues</p> <p>Duty to co-operate meetings with boroughs, GLA and others</p> <p>Meetings with potential housing providers following call for sites</p> <p>Health, wellbeing, equality and inclusion workshop</p> <p>Destination City workshop</p>

February - March 2023	<p>Meetings with Historic England, Historic Royal Palaces, St Paul's Cathedral, and other heritage organisations</p> <p>Meetings with social and cultural infrastructure providers</p> <p>Sustainability workshop</p> <p>Offices and workplace workshop</p>
April – May 2023	<p>Area-based engagement with relevant stakeholders in specific parts of the Square Mile</p> <p>Tall buildings workshop</p>
June - July 2023	<p>Updates as the Plan goes through the Local Plan sub-committee</p>
September - November 2023	<p>Updates as the Plan goes through the Planning and Transportation Committee, Policy and Resources Committee and Court of Common Council</p> <p>Launch guide on how to respond to the City Plan formal consultation</p>
December 2023 - February 2024	<p>Formal consultation on the City Plan (regulation 19) in accordance with the adopted Statement of Community Involvement</p> <p>Consultation launch event</p> <p>Publicity drive to promote engagement on the Plan</p> <p>Public meetings on the City Plan</p> <p>Duty to co-operate meetings with boroughs, GLA and others</p> <p>Physical displays and notices, with easy-to-fill in feedback forms</p>

How will we keep people informed?

Alongside more interactive ways of exploring issues, it's important that stakeholders are kept up to date on the progress of the City Plan and related

workstreams. To do this we will use a range of methods to let people know what's happening, with information shared at key points in the progress of the Plan.

[Online Consultation Platform and City of London Website](#)

The City Corporation are commissioning an online consultation platform. This will be set up as a 'one stop shop' for public engagement on the City Plan and other planning policy documents, such as Supplementary Planning Documents (SPDs) and the Statement of Community Involvement (SCI). This webpage will allow people to find out what stage we are at, what engagement is underway and how they can get involved. It is intended that this will 'go live' in December 2022.

The City of London website planning pages will be kept up to date as work progresses.

[City Plan Bulletin](#)

We will send out a regular bulletin by email to everyone signed up to our consultation database. This will go out quarterly, or more frequently around key milestones.

[Notices and information displays](#)

For key stages – such as the Regulation 19 consultation – we will put public notices, information boards and other displays in key places, such as the City's libraries, letting people know what's going on and how they can get involved.

[Social media and press releases](#)

We will use the City's social media channels to keep followers up to date on progress on the City Plan. Press releases will be issued at key stages as the Plan progresses.

[Built environment organisations](#)

We will liaise with organisations that have strong connections in the built environment sector (such as the City Property Association, Business Improvement Districts, London Councils, Central London Forward, New London Architecture) and ask them to keep their membership and stakeholders up to date on progress on the City Plan.

[Phoneline and email](#)

Information on the City Plan can be obtained by calling the City Corporation's Contact Centre (020 7332 1710) and by emailing localplan@cityoflondon.gov.uk

Who will we engage with?

Any group or individual is welcome to be involved as we develop the City Plan.

Appendix C sets out those groups and organisations who have engaged with the City Plan during 2022, and others that have demonstrated an interest in the City Plan. This list is not intended to be exhaustive but rather to provide a focus for engagement. It will be added to as engagement work expands.

The planning policy consultation database includes about 500 individuals and organisations who have asked to be kept updated on planning matters such as the City Plan. This includes those groups that we are legally obliged to consult during formal stages of producing the City Plan. This database is being reviewed and officers will look to expand the list as far as possible consistent with GDPR principles.

To aid engagement programming, stakeholders have been categorised. (Some organisations and individuals will fall into multiple categories.)

- Residents, workers, visitors and tourists
- Landowners and developers
- Architects, conservation groups, amenity societies
- Social and cultural infrastructure organisations
- Nature, biodiversity, parks and open spaces organisations
- Sustainability organisations, environmental consultants
- Planning agents, developers, and landowners
- Transport organisations
- Government bodies
- BIDs, businesses and business groups

How will engagement be facilitated, and feedback captured?

Engagement will be facilitated by City Corporation officers, with subject experts brought in from across the Corporation where suitable and consultants used where they can provide additional insight and expertise. Professional facilitators may be used for focus groups or other sessions where this would assist.

Feedback will be captured through notetaking and collating the output from workshops. Public meetings will be live-streamed and recorded wherever possible, with recordings made available online.

A variety of methods will be available at different stages to capture written feedback – whether that's through emails, letters or surveys.

Feedback received will be summarised and published in a consultation summary report. Consultation responses that are submitted during the formal (Regulation 19) consultation stage will be published online in accordance

with the published Privacy Notice (with appropriate redactions) and submitted to the Planning Inspectorate, as required in legislation.

How will engagement be inclusive and accessible?

It's important that engagement avoids potential barriers that could prevent people from contributing to the City Plan.

Venues will be accessible and will be chosen based on where they are in the City, in order to minimise travel requirements. Meetings will be held at times convenient to the participants.

Potential attendees will be asked whether they have any requirements that would aid them in attending and contributing to sessions, providing feedback and sharing insight.

There will be a mixture of virtual and in-person meetings. Hybrid meetings will be run in ways that ensure that participants attending in-person and on-line are given equal opportunity to contribute.

Presentations and other content will consist of diagrams, images, maps and other media as well as text. Written content will use plain English, with any technical terms explained.

A webpage or document will be produced that helps explain how stakeholders can best engage with the City Plan, particularly during the formal stages of consultation (Regulation 19) and the examination in public.

We will seek to actively engage with a broad range of stakeholders, including those who share a protected characteristic, and will undertake our work in accordance with the Public Sector Equality Duty, seeking to eliminate unlawful discrimination, advance equality of opportunity and foster good relations.

Consultancy support

The Corporation intend to commission consultants who specialise in public engagement to support the work of officers as we engage with stakeholders. City Corporation officers will be involved and take a leadership role in all events and engagement work.

Consultancy support will focus on aspects where consultants can bring additional expertise, specifically:

- Preparing clear, engaging and accessible material (eg presentations, diagrams, videos and/or animations) that assists in communicating to a wide audience whose expertise is not in planning
- Conducting and/or facilitating objective opinion research, such as focus groups

- Facilitating engagement with target groups that do not typically get involved with strategic planning, for example City workers and younger people
- Ensuring we have representation from a wide spectrum of stakeholders from groups that share protected characteristics
- Preparing a guide for those without expertise in planning on how best they can engage with the planning system

This work is currently being scoped, with intention to commission from December 2022.

What subjects will we engage on?

As part of the City Plan process, we want to hear from people on all aspects of the Plan, including issues that we have not specifically addressed in our planning policy. There are also specific areas where we think additional engagement would be beneficial. We are keen to ensure that we engage people on subjects that matter to them. As the engagement work increases, we will initially begin by asking them what subjects they are most interested in.

From our perspective, we are keen to hear from stakeholders on the following subjects:

- Health, wellbeing, equality and inclusion
- Destination City
- Retail, leisure and experiences
- Reinventing public realm
- Large development and place-making
- Sustainable servicing
- Workspace and SMEs
- Office demand
- Zero Carbon City by 2040
- Heritage and tall buildings
- Housing

As we explore issues, we will work transparently and clearly with stakeholders and ensure their expertise is shared as well as our own.

Glossary

Consultation

The term 'consultation' means different things to different people and there is no set definition. For planning purposes, the City Corporation tends to use 'consultation' for the formal stages that are required by legislation (such as the 'Regulation 19' consultation). The term 'engagement' is used as a broader term that includes all forms of communication with and input from stakeholders, whether required by legislation or not.

City Plan 2040

The new version of the City of London's Local Plan. The City Plan 2040 will set out the strategic priorities for how the Square Mile should develop up to 2040. It will include a vision or 'spatial strategy' for how these priorities can be achieved, and it will include policies setting out how new development should help to meet these priorities.

Developer Engagement Guidance

A Planning Advice Note that sets out the City Corporation's expectations for how developers should engage with stakeholders before applying for planning permission, and how they should keep stakeholders informed as the scheme progresses.

Development Plan

An umbrella term for the adopted documents that set out policies that new development should comply with. For the City of London, the Development Plan currently consists of:

- The London Plan (adopted 2021)
- The City of London Local Plan (adopted 2015)

When the City Plan 2040 is adopted, it will become part of the Development Plan. If any Neighbourhood Plans are produced for parts of the Square Mile, they would also become part of the Development Plan when they are adopted.

Engagement

The term 'engagement' means different things to different people and there is no set definition. For planning purposes, the City Corporation tends to use 'engagement' as a broad term that includes all forms of communication with and input from stakeholders, whether required by legislation or not. See also 'consultation'.

Local Development Scheme

The timetable for producing the Local Plan and other planning documents. The Corporation is legally required to ensure that the Local Development Scheme is regularly updated.

Local Plan

A general term for the document that sets out the planning policies for the local area. The City of London Corporation has an adopted Local Plan (adopted in 2015) and is developing a new Local Plan – the City Plan 2040.

Stakeholders

This document uses the term ‘stakeholders’ to refer to the people and organisations that the City Corporation will seek to engage with.

‘Stakeholder’ is not an exclusive term – it just means any person or organisation that has an interest (or ‘stake’) in the future development of the Square Mile. Anyone and any organisation could potentially be a stakeholder. The term includes both people who already live, work or are involved in the City as well as people who might do so in the future.

Statement of Community Involvement

A document required by national legislation setting out how the City Corporation will carry out public consultation on planning policy documents and planning applications.

Appendix A: Stakeholder mapping

This is a live list that will be added to as additional stakeholders are identified and become involved in the City Plan process.

Stakeholder type	Specific stakeholder
City of London members	All City of London Members
Local Plan Consultation Database	All groups and individuals that are signed up to the database (currently includes around 500 consultees, including statutory consultees)
City of London residents	<p>Barbican Residential Association Golden Lane Estate Residents' Association Golden Lane Tenants Forum Mansell Street residents' representatives Middlesex Street Residents' Association Queenhithe Residents' Association Queens Quay Residents' Association Residents Association, 63 West Smithfield</p> <p>(Other residents' groups may be identified as the consultation progresses, and are welcome to be involved.)</p>
Individuals	<p>Residents City workers (including those who work in different roles and at different times) Tourists and visitors</p>
Architects, conservation groups, amenity societies	<p>20th Century Society Barts Heritage City of London Conservation Area Advisory Committee City of London Archaeological Trust Greater London Archaeology Advisory Service Historic Buildings and Places Historic England Historic Royal Palaces New London Architecture Publica Royal Institute of British Architects SAVE Britain's Heritage Society for the Protection of Ancient Buildings The Georgian Group The Victorian Society</p>
Social and cultural organisations	<p>Arts Council England Bevis Marks Synagogue Committee Chapter of the Cathedral Church of St Paul in London</p>

	<p>City of London Access Group Diocese of London Everyone's Theatre Company Healthwatch City of London London Sephardi Trust (the Trust) and the Spanish & Portuguese Sephardi Community London Symphony Orchestra Museum of London The Barbican Centre Sport England</p>
Nature, biodiversity, parks and open spaces organisations	<p>Barbican Wildlife Group Environment Agency Friends of City Gardens Islington Swifts Group Marine Management Organisation Natural England The Woodland Trust</p>
Sustainability organisations, environmental consultants	<p>3XN Aecom Architects Climate Action Network Arup Atelier 10 Building Research Establishment Buro Happold Carbon Trust Chapmanbdsp Greengage Hilson Moran Hoare Lea LETI (<i>formerly Low Energy Transformation Initiative</i>) Ramboll Sweco Tft consultants UK Green Building Council Waterman Building Services</p>
Planning agents, developers, and landowners	<p>British Land Cannon Capital Developments Limited City Property Association Deutsche Bank Dominus DP9 Gerald Eve Hertshen Properties Limited Land Securities Lichfield</p>

	<p>Merchant Land Investment Limited Montague Evans NG Devco Limited Orion Ploberger Hotel Group Savills Shaw Corporation Stanhope Tenacity Group Transport for London Commercial Development Turley Unite Group PLC</p>
Transport organisations	<p>Network Rail Transport for London</p>
Government bodies	<p>Central London Forward Department for Levelling Up, Housing and Communities London boroughs London Councils Mayor of London/Greater London Authority MP for Cities of London and Westminster The Planning Inspectorate</p>
BIDs, businesses and business groups	<p>Aldgate Connect BID Cheapside BID Culture Mile Business Partnership Eastern City BID Fleet Street Quarter BID London Chamber of Commerce and Industry Business LDN</p>
Other	<p>Institute of Structural Engineers London Silver Vaults Port of London Authority Royal Institute of Chartered Surveyors Royal Town Planning Institute Smithfield Market Tenants' Association Thames Water Utilities Ltd The Honourable Company of Master Mariners The Honourable Society of the Middle Temple The Worshipful Company of Gardeners</p>

Appendix B – Statement of Community Involvement: Table 2 (City Plan-making stages)

Plan making stage	Minimum Consultation Requirement
<p>Issues and options – (Regulation 18) The issues which the plan needs to address are identified and alternative options for the policies are considered</p>	<ul style="list-style-type: none"> • Consult for minimum of 6 weeks • Make documents and evidence base available on website and through the online consultation portal • Make documents available for inspection at the Guildhall and City public lending libraries during opening hours for the length of consultation period • Consult general and specific consultation bodies • Consult those on the Planning Policy mailing list • Consult Duty to Co-operate bodies • Seek views of the Conservation Area Advisory Committee and Access Group and other advisory groups • Publish City Plan Bulletin • Arrange public meetings as appropriate, including focus groups and workshops • Arrange displays at appropriate locations • Consult on the Integrated Impact Assessment
<p>Draft City Plan Preferred options are selected, and policies drafted</p> <p>Non-statutory consultation on draft plan</p>	<ul style="list-style-type: none"> • As above • Issue summary of comments received at Issues and Options stage • Make all documents and evidence base prepared since Issues and Options available
<p>Publication of a City Plan (Regulation 19) - The City Plan is published and finalised for a last stage of consultation prior to formal submission to the Secretary of State</p>	<ul style="list-style-type: none"> • As above • Publish the City Plan and supporting documents and evidence base on the City Corporation website and/or consultation portal, detailing where and when they can be inspected • Publish a statement setting out who was consulted, how and summary of issues raised and how they were taken into account • Publish information on how to respond to the consultation through a 'statement of representations procedure'

	<ul style="list-style-type: none"> • Contact those that have made representations at previous stages • Inform other appropriate bodies • Publish the Integrated Impact Assessment
Submission	<ul style="list-style-type: none"> • The City Plan, the public's comments on it at all stages, and the evidence base supporting the Plan, are submitted for Examination to the Secretary of State who appoints a planning inspector. • All submitted information is made available on the City Corporation website.
Examination	<ul style="list-style-type: none"> • The City Plan and public comments are examined by the planning inspector who will hold a series of public meetings and then issue a report on the City Plan, identifying what changes, if any, are required. • A Programme Officer will be appointed to manage the examination, including issuing invitations to those people/organisation invited by the Inspector to attend the public hearings • The City Corporation will publish information about the examination and any further documentation from participants and the Inspector, on the City Corporations website. • If the Inspector requires major changes (modifications) to the City Plan for it to be acceptable, these will be subject to a further period of public consultation. Consultation will accord with the requirements set out above.
Adoption – Adopt the City Plan (with alterations)	<ul style="list-style-type: none"> • The City Corporation will make the inspector's report, the City Plan and Integrated Impact Assessment available on the City Corporation's website and consultation portal and for inspection at the Guildhall and public lending libraries in the City. • Inform those who made representations on the City Plan and others who asked to be notified of progress. • Send an adoption statement to those who made comments. • Keep supporting documents on website and consultation portal and for inspection for 6 weeks following the adoption statement

Appendix C: Meetings with stakeholders in 2022

Date	Organisation/Consultee	Purpose of Meeting
28/02/2022	City Property Association	Regular planning liaison meeting
22/03/2022	DLUHC	City Plan progress and timetable
09/03/2022	London Boroughs Biodiversity Forum	BNG Consultation Round 1
15/03/2022	London Boroughs Biodiversity Forum	BNG Consultation Round 2
31/03/2022	Association of London Borough Planning Officers	Regular quarterly liaison meeting
21/04/2022	Historic England	Heritage & public benefits
25/04/2022	Community & Children's Services Committee	S106 and affordable housing requirements and delivery
27/04/2022	City Property Association	Regular planning liaison meeting
04/05/2022	City Residents Meeting	Annual liaison meeting, including City Plan issues
05/05/2022	Thames Water Local Authority Engagement	Strengthening Local Plan engagement and liaison
06/05/2022	Historic England	Energy efficiency retrofit challenge
10/05/2022	Portsofen Members	City Plan and CIL information on process and timetable
23/05/2022 – 04/07/2022	Housing Call for Sites Consultation	Public consultation on potential housing sites in City Plan
14/06/2022	London Borough of Camden	Regular planning liaison meeting
15/06/2022	Aldgate Connect	City Plan progress and process
16/06/2022	City businesses	Working patterns post Covid
21/06/2022	Hackney Public Health Team	JSNA and Census
05/07/2022	City Property Association	Regular planning liaison meeting
06/07/2022	City Police	City Plan policy directions
06/07/2022	Community Safety Team	City Plan policy directions
06/07/2022	London Waste Planning Forum	Regular waste planning meeting
19/07/2022 18/10/2022	St Paul's Cathedral	Regular planning liaison meeting

27/07/2022	Historic England & St Paul's walkabout	Tall buildings and protected views
02/08/2022	Cross-authority construction material exchange	Regular meeting on material exchange and update on SPD'S
11/08/2022	Hackney & City Public Health Team	Update on Local Plan
14/09/2022	NHS North East London	Infrastructure Planning and new developments
15/09/2022	Aldgate Connect Public Realm Steering Group	Public realm in BID
04/10/2022	Cross-authority construction material exchange	Regular meeting on material exchange and update on SPDs
11/10/2022	Tower World Heritage Site consultative committee meeting	Annual meeting on WHS issues
21/10/2022	London Borough of Camden	Duty to Co-operate meeting
25/10/2022	Portsoken ward residents	Resident association meeting
26/10/2022	London Borough of Hackney	Duty to Co-operate meeting