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<b>Committees:</b>	<b>Dates:</b>
Streets and Walkways Sub – For decision  Chief Officer (Delegated) – for decision	08 November 2022
<b>Subject:</b> 11 Pilgrim Street S278  <b>Unique Project Identifier:</b>  <i>TBC</i>	<b>Gateway 1-5 Authority to Start Work Light</b>
<b>Report of:</b> Executive Director Environment <b>Report Author:</b> Clive Whittle	<b>For Decision</b>
<b>PUBLIC</b>	

**Recommendations**

<p><b>1. Approval track, next steps and requested decisions</b></p>	<p><b>Project Description:</b> Planning permission was granted in July 2021 for the extension and refurbishment of 11 Pilgrim Street. As part of this, a Section 106 (S106) agreement has been executed and this obligates the developer to enter into a Section 278 (S278) agreement (under the Highways Act 1980) with the City to fund works on the highway to make the development acceptable in planning terms. This includes (but is not limited to) pedestrian crossing improvements on Pilgrim Street.</p> <p>The proposed highway works therefore involve raising the carriageway of Pilgrim Street at its junction with Pageantmaster Court and associated ‘at any time’ waiting restrictions, as shown on Appendix 1 (plan number 100/Pilgrim/GA-1). These measures would provide improvements for people crossing as well as improved accessibility and reduced road danger.</p> <p>This is a very minor project which is low in value and non-contentious. In line with Project Procedure, approval of this project can be delegated to Chief Officer. However, approval from the S&amp;W Sub-Committee is required for authority to enter into the S278 agreement.</p> <p><b>Next Gateway: 6 Outcome Report</b></p>
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	<p><b>Next Steps:</b></p> <ol style="list-style-type: none"> <li>1. Enter into a S278 agreement (Highways Act 1980) with the developer,</li> <li>2. Undertake detailed design including liaising with the developer and utility companies,</li> <li>3. Give notice and undertake the necessary legal processes and consultation required to install a raised section of carriageway and the 'at any time' waiting restrictions,</li> <li>4. Carry out works to install the proposals.</li> </ol> <p><b>Requested Decisions</b></p> <p><b>For Streets and Walkways Sub</b></p> <ol style="list-style-type: none"> <li>1 Authorise officers to negotiate and enter into a S278 agreement with the developer/landowners, to implement the proposals, as detailed in this report. All costs associated with this project are to be fully funded by the developer. Note that this authority must be given by the Streets and Walkways (Sub) Committee. All other requested decisions (below) are delegated to the Chief Officer.</li> </ol> <p><b>Delegated to Chief Officer</b></p> <ol style="list-style-type: none"> <li>2 Agree to the proposal as detailed in this report</li> <li>3 Approve a budget of £153,000 to reach the next Gateway</li> <li>4 Note the total estimated cost of the project at £166,000 (excluding risk). All costs associated with this project are to be fully funded by the developer.</li> <li>5 Note that £25,000 has already been received from the developer under the S106 agreement for initial scheme design and evaluation, and staff costs associated with the preparation and negotiation of the S278 agreement. Any unspent funds (estimated to be £12,000) remaining from the design and evaluation payment will be put towards the implementation costs.</li> </ol>								
<p><b>2. Budget</b></p>	<table border="1"> <thead> <tr> <th data-bbox="528 1704 761 1850">Item</th> <th data-bbox="761 1704 1007 1850">Reason</th> <th data-bbox="1007 1704 1249 1850">Funds/ Source of Funding</th> <th data-bbox="1249 1704 1437 1850">Cost (£)</th> </tr> </thead> <tbody> <tr> <td data-bbox="528 1850 761 2018"><i>Staff Costs (P&amp;T)</i></td> <td data-bbox="761 1850 1007 2018"><i>Project management and design (internal)</i></td> <td data-bbox="1007 1850 1249 2018">S278</td> <td data-bbox="1249 1850 1437 2018">£5,500</td> </tr> </tbody> </table>	Item	Reason	Funds/ Source of Funding	Cost (£)	<i>Staff Costs (P&amp;T)</i>	<i>Project management and design (internal)</i>	S278	£5,500
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	<i>Staff Costs (Highways)</i>		S278	£16,000
	<i>Fees</i>	<i>Topographical and radar surveys: site investigations, and Traffic Management Orders and Public Notices</i>	S278	£10,000
	<i>Utilities</i>	<i>Works</i>	S278	£10,000
	<i>Works</i>	<i>Construction of Raised Carriageway</i>	S278	£110,000
	<i>Maintenance</i>	<i>Works</i>	S278	£1,500
	<b>Total</b>			<b>£153,000</b>

**P&T staff cost allocation – £5,500**

Approximately 55 hours of Policy & Projects officer staff costs associated with initial project planning, negotiating the terms of the legal agreements, facilitating the detail design discussions, securing the necessary approvals from key stakeholders and project management.

**Highways staff cost allocation – £16,000**

Approximately 160 hours of Highways officer staff costs associated with detail design, including drainage, liaison with utility companies and securing permits, and arranging and supervising implementation.

**Professional fees allocation - £10,000**

This will cover the procurement of technical assessments, including surveys, utility enquiries and the Public Notices and Traffic management Orders.

**Utilities cost allocation - £10,000**

This will cover the estimated cost of any works on utilities' equipment necessary to accommodate the raised carriageway.

**Works cost allocation – £110,000**

This will cover the estimated cost of constructing the raised carriageway and associated drainage works, and implementation of 'at any time' waiting restrictions.

**Maintenance cost allocation – £1,500**

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	<p>This will cover the estimated cost of maintaining the new feature for a period of 20 years.</p> <p><b>Costed Risk Provision requested for this Gateway: Zero</b> (as detailed in the Risk Register – Appendix 2)</p> <p>The estimated cost has taken into account the latest cost rises and cost pressures.</p>
<b>3. Governance arrangements</b>	<p>a. Service Committee: Streets and Walkways b. Name of Senior Responsible Officer: Sam Lee, Head of Network Performance.</p> <p>Due to the limited scope of this project, a project board is not required. However, authority for officers to enter into a S278 agreement with the developer must be given by the Streets and Walkways (Sub) Committee. All other decisions concerning this project are delegated to the Chief Officer.</p>
<b>4. Progress reporting</b>	<p>This is a very minor scheme. No progress report would be necessary. Any project changes will be sought by exception via Issue Report to Streets and Walkways Committee or delegated to the Chief Officer as appropriate.</p>

**Project Summary**

<b>5. Context</b>	<p>5.1 Planning permission (20/00870/FULL) to refurbish and extend the existing 7 storey office building at 11 Pilgrim Street was granted on 29 July 2021. As part of this permission a S106 agreement obligates the developer to enter into a section 278 agreement (under the Highways Act 1980) with the City to fund works on the highway to make the development acceptable in planning terms. This includes (but is not limited to) pedestrian crossing improvements on Pilgrim Street.</p> <p>5.2 The building is to the rear of City Thameslink Station bounded by Pilgrim Street to the north, Ludgate Broadway to the east, Blackfriars Lane to the south-east and the pedestrianised Waithman Street to the west.</p> <p>5.3 Under the Section 106 agreement a payment of £25,000 for the ‘Evaluation and Design Fee Payment’ was received in December 2021. A preliminary scheme has since been developed which the developer has agreed to in principle, along with the estimated costs. The developer now wishes to enter into the S278 agreement with the City Corporation, prior to implementation of the</p>
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	planning permission, as required by the Section 106 agreement.
<b>6 Brief description of project</b>	<p>6.1 As per the S278 agreement, the scope of the works includes the provision of pedestrian crossing improvements on Pilgrim Street by the entrance to the development.</p> <p>6.2 The proposed highway works therefore involve raising the carriageway of Pilgrim Street at its junction with Pageantmaster Court and associated ‘at any time’ waiting restrictions. This will provide improvements for people crossing, improve accessibility and reduce road danger. At the developer’s request, the raised carriageway is proposed to be constructed from granite setts to provide a high-quality finish, step-free crossing point on all arms of the junction. The use of granite will enhance the look and reflect the historic character of the area, however, the choice of surface material is under discussion and will be finalised at the detailed design stage. The “at any time” waiting restrictions are required to help keep the junction and crossing areas clear of parking which should improve visibility and reduce obstruction.</p>
<b>7 Consequences if project not approved</b>	<p>7.1 The planning permission requires improvements to be made to make the development acceptable. If the measures were not implemented, pedestrian crossings facilities in this area would not be improved. This would mean that there would be no levelled crossings, and on two arms of the junction some users would have difficulty crossing the carriageway or be excluded because it is inaccessible.</p> <p>7.2 The City’s obligations as set out in the section 106 Agreement would not be fulfilled.</p>
<b>8 SMART project objectives</b>	<p>8.1 Improve pedestrian crossings and the look and feel of the environment on the streets surrounding the building by delivering a safer, more accessible and more attractive public realm.</p> <p>8.2 The design and works are programmed and are co-ordinated with the development.</p>
<b>9 Key Benefits</b>	<p>9.1 Improved safety and provide a more accessible and attractive public realm.</p> <p>9.2 Accommodate the delivery of a new consented development.</p>

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<b>10</b>	<b>Project category</b>	4a. Fully reimbursable
<b>11</b>	<b>Project priority</b>	B. Advisable
<b>12</b>	<b>Notable exclusions</b>	<b>None</b>

**Options Appraisal**

<b>13</b>	<b>Overview of options</b>	<p>13.1 The scope of works is limited and was defined at planning stage as the package of works required to make the development acceptable in planning terms. This included the requirement to improve pedestrian crossings by the entrance to the development.</p> <p>13.2 Only one option is therefore considered appropriate, which is a raised carriageway and ‘at any time’ waiting restrictions on Pilgrim Street at its junction with Pageantmaster Court and Ludgate Broadway, as shown on Appendix 1 (plan number 100/Pilgrim/GA-1).</p>
<b>14</b>	<b>Risk</b>	<p><b>Overall project risk: Low</b></p> <p>14.1 The works are minor and will be carried out by the City’s term contractor for highway works.</p> <p>14.2 There is a risk that it may be too costly to move or accommodate utilities’ apparatus, however, it is expected that minor changes in the design could overcome this risk should it become an issue.</p> <p>14.3 There could be objections to the proposed raised carriageway and ‘at any time’ waiting restrictions. However, the risk of this is anticipated to be low due to the limited scope of the proposal. Further information available within the Risk Register (Appendix 2).</p>

**Resource Implications**

<b>15</b>	<b>Total estimated cost</b>	<p>For recommended option</p> <p><b>Total estimated cost (excluding risk): £166,000</b></p> <p><b>Total estimated cost (including risk): £166,000</b></p>
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<b>16 Funding strategy</b>	Is the funding confirmed:	Who is providing funding:							
	All funding fully guaranteed	External - Funded wholly by contributions from external third parties							
	<b>Recommended option</b>								
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**Appendices**

<b>Appendix 1</b>	Plan of proposal
<b>Appendix 2</b>	Risk Register

**Contact**

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