



## Planning and Transportation Committee

**Date:** TUESDAY, 14 APRIL 2015  
**Time:** 11.30 am  
**Venue:** LIVERY HALL - GUILDHALL

**Members:**

|                                |                                     |
|--------------------------------|-------------------------------------|
| Michael Welbank (Chairman)     | Christopher Hayward                 |
| Oliver Lodge (Deputy Chairman) | Gregory Jones QC                    |
| Randall Anderson               | Deputy Henry Jones                  |
| Ken Ayers                      | Alderman Professor Michael Mainelli |
| Alex Bain-Stewart              | Paul Martinelli                     |
| David Bradshaw                 | Brian Mooney                        |
| Deputy John Chapman            | Deputy Alastair Moss                |
| Dennis Cotgrove                | Sylvia Moys                         |
| Revd Dr Martin Dudley          | Graham Packham                      |
| Peter Dunphy                   | Henry Pollard                       |
| Emma Edhem                     | Alderman Matthew Richardson         |
| Alderman Peter Estlin          | Tom Sleigh                          |
| Sophie Fernandes               | Graeme Smith                        |
| Marianne Fredericks            | Angela Starling                     |
| Deputy Bill Fraser             | Patrick Streeter                    |
| George Gillon                  | Deputy James Thomson                |
| Brian Harris                   | Vacancy                             |

**Enquiries:** Katie Odling  
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katie.odling@cityoflondon.gov.uk

Lunch will be served in Guildhall Club at 1PM

John Barradell  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**  
To agree the public minutes and summary of the meeting held on 17 March 2015.  

**For Decision**  
(Pages 1 - 6)
4. **TOWN PLANNING AND DEVELOPMENT APPLICATIONS**  
Report of the Chief Planning Officer and Development Director relative to development and advertisement applications dealt with under delegated authority.  

**For Information**  
(Pages 7 - 18)
5. **VALID APPLICATIONS LIST FOR COMMITTEE**  
Report of the Chief Planning Officer and Development Director.  

**For Information**  
(Pages 19 - 24)
6. **DEPARTMENT OF THE BUILT ENVIRONMENT BUSINESS PLAN 2015-18**  
Report of the Director of the Built Environment.  

**For Decision**  
(Pages 25 - 60)
7. **BARBICAN AND GOLDEN LANE AREA ENHANCEMENT STRATEGY: DRAFT AREA STRATEGY CONSULTATION**  
Report of the Director of the Built Environment.  

**For Decision**  
(Pages 61 - 70)
8. **INTRODUCTION OF BODY WORN CAMERAS (BODYCAMs): CIVIL ENFORCEMENT OFFICERS (PARKING)**  
Report of the Director of the Built Environment.  

**For Information**  
(Pages 71 - 88)
9. **WAIVER OF CROSSRAIL ASSURANCE AND VARIATION OF CITY WALKWAY - MOORFIELDS HIGHWALK ESCALATOR**  
Report of the Director of the Built Environment.  

**For Decision**  
(Pages 89 - 114)

10. **UPDATED TO SCHEME OF DELEGATION IN RELATION TO CHANGES TO STATUTORY POWERS AND MINOR MATERIAL AMENDMENTS**  
Joint report of the Director of the Built Environment and the Chief Planning Officer and Development Director.

**For Decision**  
(Pages 115 - 118)

11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

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## PLANNING AND TRANSPORTATION COMMITTEE

Tuesday, 17 March 2015

**Minutes of the meeting of the Planning and Transportation Committee held at the Guildhall EC2 at 10.30 am**

**Present:**

**Members:**

|                                |                                     |
|--------------------------------|-------------------------------------|
| Michael Welbank (Chairman)     | Deputy Keith Knowles                |
| Oliver Lodge (Deputy Chairman) | Alderman Professor Michael Mainelli |
| Randall Anderson               | Paul Martinelli                     |
| Alex Bain-Stewart              | Brian Mooney                        |
| Dennis Cotgrove                | Deputy Alastair Moss                |
| Emma Edhem                     | Sylvia Moys                         |
| Alderman Peter Estlin          | Graham Packham                      |
| Sophie Fernandes               | Henry Pollard                       |
| Marianne Fredericks            | Graeme Smith                        |
| Deputy Bill Fraser             | Angela Starling                     |
| George Gillon                  | Patrick Streeter                    |
| Brian Harris                   | Deputy James Thomson                |
| Deputy Henry Jones             |                                     |

**Officers:**

|                |   |
|----------------|---|
| Simon Murrells | Assistant Town Clerk                        |
| Katie Odling   | Town Clerk's Department                     |
| Deborah Cluett | Comptroller and City Solicitor's Department |
| Philip Everett | Director of the Built Environment           |
| Annie Hampson  | Department of the Built Environment         |
| Alison Hurley  | City Surveyor's Department                  |
| Bella Longman  | Public Relations                            |
| Alan Rickwood  | City Police                                 |

1. **APOLOGIES**

Apologies for absence were received from Deputy John Chapman, The Reverend Dr Martin Dudley, Christopher Hayward and Gregory Jones QC.

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

There were no declarations of interest.

3. **MINUTES**

RESOLVED – That the minutes of the meeting held on 24 February 2015 be approved.

4. **STREETS AND WALKWAYS SUB COMMITTEE**

RESOLVED – That the draft minutes of the Streets and Walkways Sub Committee meeting held on 23<sup>rd</sup> February 2015 be received.

5. **TOWN PLANNING AND DEVELOPMENT APPLICATIONS**

The Committee received a report of the Chief Planning Officer and Development Director relative to development and advertisement applications dealt with under delegated authority since the previous meeting.

6. **VALID APPLICATIONS LIST FOR COMMITTEE**

The Committee received a report of the Chief Planning Officer and Development Director which provided details of valid planning applications received by the department.

7. **REPORTS RELATIVE TO PLANNING APPLICATIONS**

7.1 **160 Aldersgate Street London EC1A 4DD**

**Proposal:** Refurbishment and extension of the existing office building including (i) the construction of an additional storey (incorporating plant) (ii) reconstruction of the façade on Aldersgate street (iii) provision of roof terraces at the 7<sup>th</sup> and 8<sup>th</sup> floor levels (iv) installation of an additional access point at the rear of the building and (v) associated internal and external alterations (total increase in floor space 1899sq.m).

The Chief Planning Officer advised of the following amendments –

- Conditions 19 and 20: The hours of the use of the terraces is to be further restricted so that they would not be used at all on a Saturday.
- Condition 22: details of the landscaped area on the western terraces will be required to be submitted and approved by the local planning authority. No access to the landscaped areas would be allowed other than in the case of emergency or for maintenance purposes.
- S106 agreement - there would be inclusion of an occupiers management plan to help control matters such as preventing smoking on the terraces and light spillage from the building.

Mr. Alpesh Lad, Ms. Averil Baldwin, Ms. Gillie Bexson, Mr. Robert Barker and Ms. Ann Holmes spoke against the application.

Ann Holmes declared a non-pecuniary interest in relation to this development application as the joint owner of a property at St Bartholomew Close.

Michael Kovacs was heard in support of the application.

Members were informed that a breach of a condition could result in enforcement action being taken against the person in control of the land. In the event of statutory noise nuisance from the roof terrace, Members noted that there would be provision for noise abatement notices to be served, however, whether the noise amounted to a nuisance would be dependent on the level of noise and also the time of day i.e. low level conversation noise before 9pm would be unlikely to constitute a statutory nuisance as this would be deemed reasonable.

Vote: 19 in support, 3 against, 1 abstention.

RESOLVED: That,

1. Planning permission be granted for the above proposal in accordance with the details set out in the attached schedule, subject to Planning Obligations and other agreements being entered into as set out in the body of the report, the decision notice not to be issued until such obligations have been executed; and
2. Officers be instructed to negotiate and execute obligations in respect of those matters set out in Planning Obligations under section 106 and any necessary agreement under section 278 of the Highway Act 1980.

7.2 **21 Moorfields, Land Bounded By Moorfields, Fore Street Avenue, Moor Lane & New Union Street London EC2P 2HT**

**Proposal:** Demolition of existing building and structures to existing ground slab level and construction of a mixed use development above and around the new Crossrail station entrance to provide office (Class B1) space {64,683 sqm GEA}, retail (Class A1/A3/A4) space [1,156 sqm GEA], a replacement City walkway, a new public square, cycle parking, servicing, storage, plant, landscaping and associated work [Total 65,839sqm GEA].

Members noted the following amendments to the report -

**Page, Summary; Fourth Paragraph:**

Should read “The new building would have ground; podium and five upper floors on the Moor Lane frontage; ground, podium and seven upper floors on the **Moorfields (not Moor Lane)** frontage, rising in steps to 14 floors above podium (85.85m AOD)”

**Page 185, Paragraph 153 and Condition 84 (Page 225);**

The applicants have agreed to limit the use of the western terraces to Monday to Friday, a change from Monday to Saturday.

**Page 185, Paragraph 155;**

**Change** Balustrades would be “located 1.5m from the edges of the terraces” to “1.5m in height at the edges of the terraces”.

The Committee referred to the escalator and stair on Moorfields which were due to be replaced by Crossrail as part of their works and the Director of the Built Environment advised that the most suitable specification would be sought and a maintenance programme would be implemented.

The Chief Planning Officer advised Members that internal works could not be the subject of a planning condition; however, it may be possible to include XXX as part of a Section 106 agreement.

RESOLVED: That,

1. the Chief Planning Officer to determine the above application for the above proposal in accordance with the details set out in the attached schedule;
2. the Mayor of London to decide within 14 days whether to allow the Corporation to grant planning permission as recommended, or to direct

- refusal, or to determine the application himself (Article 5(1)(a) of the Town & Country Planning (Mayor of London) Order 2008);
3. planning obligations and other agreements being entered into under Section 106 of the Town & Country Planning Act 1990 and Section 278 of the Highway Act 1980 in respect of those matters set out in the report, the decision notice not to be issued until the Section 106 obligations have been executed; and
  4. notice of the proposals interfering with City Walkway being given pursuant to Section 8 of the City of London (Various Powers) Act 1967, and the Chief Planning Officer considering any objections received (authority to consider any such objections being hereby delegated SUBJECT TO there being no more than 4 objections received. If more than 4 objectives are received the application for planning permission shall be referred back to the Committee; and
  5. subject to the Chief Planning Officer determining, under the authority delegated in (1) above, planning permission be granted, that you agree in principle that the land effected by the building which are currently public highway and land over which the public have right of access may be stopped up to enable the development to proceed and, upon receipt of the formal application, officers be instructed to proceed with arrangements for advertising and making of a Stopping-up Order for the various areas under the delegation arrangements approved by the Court of Common Council; and
  6. That Officers be instructed to negotiate and execute obligations in respect of those matters set out in 'Planning Obligations' under Section 106 and any necessary agreements under Section 278 of the Highways Act 1980.

8. **FINSBURY CIRCUS CONSERVATION AREA CHARACTER SUMMARY AND MANAGEMENT STRATEGY**

The Committee considered a report of the Chief Planning Officer relating to a character summary and management strategy for Finsbury Circus Conservation Area.

The 'Historical Development' information contained in the Appendix would be clarified and amended as necessary.

RESOLVED: That the draft text of the Finsbury Circus Conservation Areas Character Summary and Management Strategy be approved to be issued for public consultation in Spring 2015.

**EXTENSION OF THE MEETING**

At this point, the time limit for Committee meetings as set out in Standing Order No 40 had been reached, but there being a two-thirds majority of the Committee present who voted in favour of an extension, the Committee agreed to continue the meeting.

9. **TERMS OF REFERENCE OF THE PLANNING AND TRANSPORTATION COMMITTEE**

The Committee received a report of the Town Clerk relating to its Terms of Reference which would reviewed by Members for approval for submission to the Court of Common Council.



RESOLVED: That the Terms of Reference of the Planning and Transport Committee be approved for submission to the Court of Common Council.

**10. MILLENNIUM BRIDGE INCLINATOR OPTIONS PAPER**

The Committee considered a report of the City Surveyor relating to the Millennium Bridge Inclinor. Members were asked to consider three Options.

RESOLVED: That,

1. the City Surveyor be requested to take forward Option B with the Lift Contractor; and
2. approval be given for £17,000 for the Critical list of spare parts required for Option B from the Thames Bridges Repairs and Maintenance & Major Work Fund.

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

There were no questions.

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

There were no items of urgent business.

**13. EXCLUSION OF THE PUBLIC**

RESOLVED – That under Section 100a(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

**14. NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the meeting held on 24 February 2015 be approved.

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

There were no questions.

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

There were no items of urgent business.

**The meeting closed at 12.45 pm**

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Chairman

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# Agenda Item 4

|   |                             |  |
|---|-----------------------------|--|
| <b>Committee:</b>   | <b>Date:</b>                |  |
| Planning and Transportation   | 14 <sup>TH</sup> April 2015 |  |
| <b>Subject:</b><br>Delegated decisions of the Chief Planning Officer and Development Director |                             |  |
| <b>Public</b>   |                             |  |

1. Pursuant to the instructions of your Committee, I attach for your information a list detailing development and advertisement applications determined by the Chief Planning Officer and Development Director or those so authorised under their delegated powers since my report to the last meeting.
2. Any questions of detail arising from these reports can be sent to [plans@cityoflondon.gov.uk](mailto:plans@cityoflondon.gov.uk).

## DETAILS OF DECISIONS

| Registered Plan Number & Ward | Address  | Proposal   | Date of Decision |
|-------------------------------|--|--|------------------|
| 15/00052/FULL<br>Aldgate      | Olympic House 8<br>Lloyd's Avenue<br>London<br>EC3N 3EL  | Installation of new roof top plant and louvred screen and two new skylights on the fifth floor.  | 24.03.2015       |
| 15/00151/NMA<br>Aldgate       | Site Bounded By<br>19-21 & 22 Billiter<br>Street, 49<br>Leadenhall Street,<br>108 & 109-114<br>Fenchurch Street, 6-<br>8 & 9-13 Fenchurch<br>Buildings | Non-material amendment under Section 96A of the Town and Country Planning Act 1990 to condition 7 of planning permission 13/01004/FULEIA dated 29th May 2014 to permit demolition of 108 Fenchurch Street and 9 - 13 Fenchurch Buildings prior to a contract being entered into for development of the new building. | 19.03.2015       |
| 15/00157/LBC<br>Aldgate       | Olympic House 8<br>Lloyd's Avenue<br>London<br>EC3N 3EL  | Installation of new roof top plant and louvred screen, facade stone cleaning and two new skylights on the fifth floor. Internal works to   | 24.03.2015       |

|                               |   |   |            |
|-------------------------------|---|---|------------|
|                               |   | the ground floor lobby, new suspended ceilings and raised floors on ground to 4th floor levels.<br>Refurbishment works to the domed room and fifth floor office areas including removal of internal corridor.   |            |
| 15/00018/LBC<br>Aldersgate    | 323 Lauderdale Tower Barbican<br>London<br>EC2Y 8NA   | Alterations to non-structural internal partitions and doors, and installation of suspended false ceilings.  | 10.03.2015 |
| 15/00040/MDC<br>Aldersgate    | 3 White Lyon Court<br>London<br>EC2Y 8EA              | Details of proposed entrance door and canopy pursuant to condition 2 of planning permission and listed building consent dated 18.12.2014 (refs: 14/01085/FULL and 14/01086/LBC).  | 24.03.2015 |
| 15/00081/FULL<br>Aldersgate   | 109/110 Mountjoy House Barbican<br>London<br>EC2Y 8BP | Subdivision of one existing flat to create two separate dwellings with internal alterations only.   | 17.03.2015 |
| 15/00082/LBC<br>Aldersgate    | 109/110 Mountjoy House Barbican<br>London<br>EC2Y 8BP | Internal alterations to re-instate a party wall to create two separate units.   | 17.03.2015 |
| 14/00782/FULL<br>Billingsgate | 51 Eastcheap<br>London<br>EC3M 1JP                    | Refurbishment and alteration to the property, including extension of floorplates at ground to eighth floors and additional floor at ninth level for class B1 offices; partial Changes of Use on ground floor from class B1, to Class A1 space to create a shop unit fronting Eastcheap; new plant enclosure at roof level; recladding to exterior elevations and replacement fenestration; alteration to main office entrance on Eastcheap; creation of a new secondary office entrance into Plantation | 06.03.2015 |

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|                               |   | Lane; rationalisation of the existing atrium; the provision of basement cycle parking and other associated works (Total uplift 1,642sq.m GEA).   |            |
| 15/00003/FULL<br>Billingsgate | 20 St Dunstan's Hill<br>London<br>EC3R 8HL  | Replacement windows to the south elevation of the annex building to upper and lower ground floors.   | 05.03.2015 |
| 15/0046/MDC<br>Billingsgate   | 9 – 10 St Mary At Hill<br>London<br>EC3R 8EE  | Details of an Acoustic Assessment of Noise report pursuant to condition 6 of planning permission (No 13/00577/full) dated 28.03.2014.  | 17.03.2015 |
| 14/01191/FULL<br>Bishopsgate  | Tower House 11<br>Artillery Lane<br>London<br>E1 7LP  | Extension at roof level (loft conversion) to provide additional office space [19.1sq.m GIA].   | 24.03.2015 |
| 14/01272/MDC<br>Bishopsgate   | Alderman's House<br>117 - 121<br>Bishopsgate<br>34 - 37 Liverpool<br>Street<br>London<br>EC3M 3TH | Details of a programme of archaeological work foundations and piling configuration, pursuant to conditions 11 and 12 of planning permission dated 23/06/2014 (application number 13/01199/FULMAJ).               | 26.03.2015 |
| 14/01276/FULL<br>Bishopsgate  | 20 Artillery Lane<br>London<br>E1 7LS   | Change of use of part ground floor and basement from office (Class B1) use to either shop (Class A1) use, deposit taker (Class A2), non-residential institution/medical (Class D1) use or office (Class B1) use. | 19.03.2015 |
| 15/00093/MDC<br>Bishopsgate   | Exchange Square<br>Broadgate<br>London<br>EC2   | Details of a plant commissioning report pursuant to condition 2 of planning permission 14/00816/FULL dated 30/09/2014.   | 19.03.2015 |
| 15/00108/FULL<br>Bishopsgate  | 1 - 2 Broadgate<br>London<br>EC2  | Retention of the existing temporary retail uses (A1/A2/A5) at ground floor level in lieu of office (B1).   | 24.03.2015 |

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| 14/01265/FULL<br>Bridge And<br>Bridge Without | 10 Eastcheap<br>London<br>EC3M 1AJ         | Replacement of the existing manual doors with a set of automatic double doors.   | 19.03.2015 |
| 15/00224/PODC<br>Bridge And<br>Bridge Without | 33 King William<br>Street London<br>EC3    | Submission of Local Procurement Strategy pursuant to paragraph 4, Schedule 3 of section 106 Agreement dated 17 January 2013 planning application ref. 11/00933/FULMAJ.   | 24.03.2015 |
| 14/01211/FULL<br>Broad Street                 | 111 Old Broad<br>Street London<br>EC2N 1AP | Alterations to ground floor level facade to provide new public entrance to banking hall.   | 19.03.2015 |
| 14/01234/ADVT<br>Broad Street                 | 111 Old Broad<br>Street London<br>EC2N 1AP | Installation of (i) Halo illuminated fascia measuring 0.80m high by 4.85m wide and 3.00m above ground level; (ii) Halo illuminated projecting sign measuring 0.55m high by 0.60m wide and 3.12m above ground level; (iii) Non-illuminated wall mounted sign measuring 1.50m high by 0.50m wide and 0.30m above ground level; and (iv) Non-illuminated wall mounted sign measuring 0.58m high by 0.70m wide and 1.46m above ground level. | 19.03.2015 |
| 15/00031/ADVT<br>Broad Street                 | 120 Old Broad<br>Street London<br>EC2N 1AR | Installation and display of one ATM sign to Old Broad Street facade, measuring 2.80m high x 1.10m wide x 0.125m deep and located at a height of 0.20m above ground level.  | 16.03.2015 |
| 15/00092/XRAIL<br>Broad Street                | 11 - 12 Blomfield<br>Street London<br>EC2  | Details of external materials pursuant to condition 1 of approval under Schedule 7 of Crossrail Act 2008 (application no. 12/00012/XRAIL) dated 16th February 2012.  | 24.03.2015 |

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| 14/01007/FULL<br>Candlewick    | 47 - 51 King William Street London EC4R 9AF          | An office refurbishment which includes: a new entrance facade, portal frame, revolving door and pass door, a new entrance on King William Street and refurbished terraces and new balustrades.   | 10.03.2015 |
| 14/01273/FULL<br>Candlewick    | 75 King William Street London EC4N 7BE               | Reinstatement of the original entrance at ground floor level and replacement of the existing entrance on King William Street with a window.  | 26.03.2015 |
| 15/00057/FULL<br>Candlewick    | 110 Cannon Street London EC4N 6EU                    | Installation of one air conditioning unit at roof level  | 19.03.2015 |
| 14/01284/MDC<br>Castle Baynard | Audit House 58 Victoria Embankment London EC4Y 0DS   | Submission of samples and details of reconstructed roof, ground floor elevations and office entrance, windows and external joinery and dormer windows pursuant to conditions 11 (a)(part), (b)(part), (c)(part), (d), (e) and (f) of planning permission 13/00789/FULMAJ dated 07/03/2014. | 05.03.2015 |
| 15/00005/MDC<br>Castle Baynard | 12-14 New Fetter Lane 43 Fetter Lane London EC4A 1NA | Details of proposed green roof pursuant to condition 4 of planning permission 11/00423/FULL dated 18.08.11.  | 06.03.2015 |
| 15/00001/FULL<br>Cheap         | Atlas House 1 - 7 King Street London EC2V 8AU        | Installation of new entrance.  | 05.03.2015 |
| 15/00085/MDC<br>Cheap          | 125 Wood Street London EC2V 7AN                      | Submission of a post construction BREEAM assessment demonstrating that a target rating of 'Excellent' has been achieved pursuant to condition 24 of planning permission dated 05/06/13 (12/01200/FULL).  | 17.03.2015 |

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| 15/00033/FULL<br>Coleman Street | Salisbury House<br>141 - 149 London<br>Wall<br>London<br>EC2M 5QQ | Erection of two storey rear extension, insertion of entrance doors and sidelights in lieu of two windows in the London Wall elevation and relocation of air-handling plant in association with proposed subdivision of existing A3 (restaurant) use.  | 05.03.2015 |
| 15/00054/FULL<br>Coleman Street | London Wall<br>Buildings London<br>Wall<br>London<br>EC2M 5PD     | Change of use of part of fifth floor from office B1(a) use to a flexible office B1 / D1 educational and training use (260sq.m).   | 26.03.2015 |
| 15/00061/LBC<br>Coleman Street  | 80 Coleman Street<br>London<br>EC2R 5BJ                           | Application under Section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to enable retention of works carried out (together with minor amendments) without complying with conditions 2 (e), (f) and (g) of listed building consent (application no. 11/00433/LBC) dated 21st October 2011. | 26.03.2015 |
| 15/00062/LBC<br>Coleman Street  | 80 Coleman Street<br>London<br>EC2R 5BJ                           | Application under Section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to enable retention of works carried out without complying with conditions 2(a), (b) and (c) of listed building consent (application no. 12/00061/LBC) dated 4th May 2012.  | 26.03.2015 |
| 15/00076/FULL<br>Coleman Street | 80 Coleman Street<br>London<br>EC2R 5BJ                           | Application under Section 73(A) for the retention of works carried without complying with Conditions 2(e), 2(f), 3(a) and 4 of planning permission (application no. 11/00432/FULL) dated 21st October 2011.   | 26.03.2015 |
| 15/00078/FULL                   | 80 Coleman Street<br>London                                       | Application under Section 73(A) for the retention of  | 26.03.2015 |



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| Coleman Street                 | EC2R 5BJ  | works carried without complying with Condition 1(a) of planning permission (application no. 12/00556/FULL) dated 8th August 2012.   |            |
| 15/00177/NMA<br>Coleman Street | 30 - 34 Moorgate<br>London<br>EC2R 6DN                | Non-material amendment under Section 96A of the Town & Country Planning Act 1990 to planning permission dated 8 January 2015 (14/01134/FULL) for minor alterations to the elevations on Moorgate, Great Swan Alley and Moorgate Place.  | 24.03.2015 |
| 14/01247/ADVT<br>Cordwainer    | 80B Cheapside<br>London<br>EC2V 6EE                   | Installation and display of one internally illuminated projecting sign measuring 0.25m by 0.6m wide at a height above ground of 3.4m  | 05.03.2015 |
| 14/01262/ADVT<br>Cornhill      | 52 Threadneedle<br>Street London<br>EC2R 8AY          | Installation of (i) two sets of non-illuminated individual fret-cut letters at fascia band level each measuring 0.30m high by 1.80m wide and 6.90m above ground level; and (ii) one internally illuminated wall mounted menu box measuring 0.55m high by 0.45m wide and 0.90m above ground level. | 26.03.2015 |
| 15/00009/ADVT<br>Cornhill      | 1 Threadneedle<br>Street London<br>EC2R 8AY           | Installation and display of: 2 no. internally illuminated projecting signs and the application of internal vinyl signs.   | 12.03.2015 |
| 15/00099/LBC<br>Cornhill       | Royal Exchange 3<br>Royal Court<br>London<br>EC3V 3LN | Installation of black gull netting on existing glass atrium roof covering the inner court.  | 27.03.2015 |
| 15/00100/FULL<br>Cornhill      | Royal Exchange 3<br>Royal Court<br>London<br>EC3V 3LN | Installation of black gull netting on existing glass atrium roof covering inner court yard.   | 27.03.2015 |
| 15/00022/FULL                  | Randall House 6<br>Dowgate Hill                       | Minor external and internal alterations and works of  | 19.03.2015 |

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| Dowgate                                   | London<br>EC4R 2SU   | refurbishment of the building including the replacement of the rooftop plant and installation of new louvres within the non-original roof and refurbishment and relocation of the side entrance to the building line on the east elevation.  |            |
| 15/00023/LBC<br><br>Dowgate               | 6 Dowgate Hill<br>London<br>EC4R 2SU   | Minor external and internal alterations and works of refurbishment of the building including the replacement of the rooftop plant and installation of new louvres within the non-original roof and refurbishment and relocation of the side entrance to the building line on the east elevation. | 19.03.2015 |
| 14/01162/FULL<br><br>Farringdon<br>Within | 131 Aldersgate<br>Street London<br>EC1A 4JQ  | Change of use of lower ground floor from A2 (Betting Office) to D1 (Dentist Surgery).  | 05.03.2015 |
| 14/01253/MDC<br><br>Farringdon<br>Within  | 30 Old Bailey And<br>60 Ludgate Hill<br>London<br>EC4                              | Submission of a Delivery and Servicing Management and Travel Plan pursuant to Conditions 20, 21 and 22 of planning permission 11/00049/FULEIA  | 17.03.2015 |
| 15/00020/NMA<br><br>Farringdon<br>Within  | 2 King Edward<br>Street London<br>EC1A 1HQ   | Application under section 96a of the Town and Country Planning Act 1990 for a non-material amendment to vary the design of the flues and install vehicle protection measures at the base of the flues approved under planning permission reference 14/00197/FULL dated 22nd May 2014.            | 10.03.2015 |
| 15/00044/FULL<br><br>Farringdon<br>Within | Footway Adjacent<br>To Stonecutter<br>Court Stonecutter<br>Street<br>London<br>EC4 | Relocation of 18 cycle docking points and a terminal to the footway adjacent to Stonecutter Court, Stonecutter Street, and installation of one terminal on the south   | 24.03.2015 |

|  |   |  |            |
|--|---|--|------------|
|  |   | eastern footway of Stonecutter Street, City of London, EC4.  |            |
| 15/00088/MDC<br>Farringdon<br>Within   | 30 Old Bailey & 60 Ludgate Hill London EC4M 7HS   | Details of fume extract arrangements, materials and construction methods to be used to avoid noise penetration to the upper floors of building A and B pursuant to conditions 11 and 12 of planning permission 11/00049/FULEIA dated 08.08.11. | 17.03.2015 |
| 15/00178/DPAR<br>Farringdon<br>Within  | St Paul's Ventilation Shaft Newgate Street London   | Determination under Part 11, Class A, Schedule 2 of the Town and Country Planning Act (General Permitted Development) Order 1995 (as amended) that Prior Approval is granted for an infill extension to ventilation shaft building.            | 24.03.2015 |
| 15/00232/MDC<br>Farringdon<br>Within   | Site Bounded By 34-38, 39-41, 45-47 & 57B Little Britain & 20, 25, 47, 48-50, 51-53, 59, 60, 61, 61A & 62 Bartholomew Close, London EC1 | Submission of details of a programme of archaeological work pursuant to conditions 18 (in part) and 20 of planning permission dated 13th March 2015 ref. 14/00432/FULMAJ.  | 27.03.2015 |
| 14/01205/FULL<br>Farringdon<br>Without | 53 Chancery Lane London WC2A 1QS  | Installation of three replacement chiller units with noise reducing attenuators and two replacement acoustic screens at roof level.  | 24.03.2015 |
| 15/00032/MDC<br>Farringdon<br>Without  | 25 - 32 Chancery Lane & 2 Bream's Building London WC2A 1LS  | Details of the foundations and piling configuration and detailed design method statement pursuant to condition 3 of permission 11/00426/FULMAJ dated 28.03.12.   | 10.03.2015 |
| 15/00067/FULL                          | 10 Furnival Street  | Change of use of part of the   | 26.03.2015 |

|   |   |   |            |
|---|---|---|------------|
| Farringdon<br>Without                     | London<br>EC4A 1AB  | ground floor from offices<br>(Use Class B1) to premises<br>for the Parking and Traffic<br>Appeals Service (sui<br>generis) (669sq.m).   |            |
| 15/00097/LBC<br><br>Farringdon<br>Without | 1 Fleet Street<br>London<br>EC4Y 1BD                                  | Installation of a hanging sign<br>on existing bracket on front<br>elevation.  | 26.03.2015 |
| 15/00098/NMA<br><br>Farringdon<br>Without | 98 Fetter Lane & 12<br>Norwich Street<br>London<br>EC4A 1EJ           | Non-material amendment<br>under Section 96A of the<br>Town and Country Planning<br>Act 1990 (as amended) to<br>planning permission<br>13/00771/FULMAJ dated<br>21.02.14 to increase the<br>overall size of the<br>courtyard/lightwell to provide<br>additional ventilation for the<br>UKPN this involves a loss of<br>38sq.m of retail floorspace<br>and relocation the proposed<br>refuse store. | 17.03.2015 |
| 15/00102/TCA<br><br>Farringdon<br>Without | Inner Temple<br>Gardens Crown<br>Office Row<br>Inner Temple<br>London | Removal of a Magnolia<br>grandiflora and its<br>replacement with a series of<br>Amelanchier lamarckii.  | 12.03.2015 |
| 15/00138/TCA<br><br>Farringdon<br>Without | Barnards Inn 86<br>Fetter Lane<br>London                              | Removal of 2 trees  | 26.03.2015 |
| 14/00968/MDC<br><br>Langbourn             | Asia House 31 - 33<br>Lime Street<br>London<br>EC3M 7HT               | Details materials, new<br>facades and fenestration,<br>office entrance, roof plant<br>enclosure, handrails and<br>balustrades and junctions<br>with adjoining premises<br>pursuant to conditions 6 (a),<br>(b), (c), (d), (e) and (f) of<br>planning permission<br>(application no.<br>13/00958/FULL) dated 28th<br>January 2014.   | 24.03.2015 |
| 14/01197/ADVT<br><br>Langbourn            | 23 Lime Street<br>London<br>EC3M 7HB                                  | Installation and display of i)<br>one internally illuminated<br>fascia sign measuring   | 05.03.2015 |

|                        |  |   |            |
|------------------------|--|---|------------|
|                        |  | 0.93m high x 9.40m wide x 0.08m deep located at a height of 4.00m above ground level, ii) one internally illuminated hanging sign measuring 0.90m high x 1.35m wide x 0.10 deep located at a height of 4.01m above ground level.  |            |
| 14/00983/MDC<br>Tower  | 15-16 Minories 62<br>Aldgate High Street<br>London<br>EC3 1AL  | Submission of details of a site survey indicating the proposed floor levels in relation to existing highway levels, and an impact study on the existing water supply infrastructure pursuant to Conditions 9 and 15 of planning permission dated 30.06.2014, app no. 13/01055/FULMAJ. | 10.03.2015 |
| 14/01079/MDC<br>Tower  | 35 - 36 Vine Street<br>& 1 - 2 Crutched<br>Friars London<br>EC3N 2PX                                 | Details of impact studies on existing water infrastructure pursuant to Condition 9 of planning permission 13/00166/FULMAJ dated 30.06.2014  | 17.03.2015 |
| 14/01121/MDC<br>Tower  | Land Bounded By<br>Mark Lane, Hart<br>Street, London<br>Street & New<br>London Street,<br>London EC3 | Submission of acoustic report for new plant pursuant to condition 7 of planning permission dated 4th August 2008 (06/01144/FULL) as amended by 11/00526/NMA.  | 12.03.2015 |
| 14/01238/FULL<br>Tower | DBP House 63 Mark<br>Lane<br>London<br>EC3R 7NQ  | Change of use of existing ground floor office space (Class B1) to either Class A1/A2/A3/D1 use.<br>Installation of new shopfront entrance door and associated works.  | 10.03.2015 |
| 14/01245/NMA<br>Tower  | Portsoken House<br>155 - 157 Minories<br>London<br>EC3N 1LJ  | Non-Material Amendment under Section 96A of the Town and Country Planning Act 1990 to planning permission 14/00473/FULL dated 3rd July 2014 to allow  | 05.03.2015 |

|                        |   |  |            |
|------------------------|---|--|------------|
|                        |   | minor alterations to the rear entrance onto Vine Street and the diversion of the existing flue.  |            |
| 15/00029/MDC<br>Tower  | 15-16 Minories & 62 Aldgate High Street, London EC3N 1AL      | Details and methodology of demolition demonstrating the impact on London Underground structures pursuant to Condition 7 (in part) of planning permission 13/01055/FULMAJ dated 30.06.14 as amended by non material alteration 14/00923/NMA dated 16.10.14 and 15/00069/NMA dated 12.02.15. | 26.03.2015 |
| 15/00038/FULL<br>Tower | Three Quays Apartments 40 Lower Thames Street London EC3R 6AG | Flexible change of use of part of the building (62 apartments) from residential to either residential and/or temporary sleeping accommodation for less than 90 consecutive nights.   | 26.03.2015 |
| 15/00159/MDC<br>Tower  | Bowring House 28 Great Tower Street London EC3R 5AT           | Details of an archaeological watching brief pursuant to condition 7 of planning permission dated 27 February 2014 (application number 13/00360/FULL).  | 12.03.2015 |

# Agenda Item 5

|  |               |  |
|--|---------------|--|
| <b>Committee:</b>  | <b>Date:</b>  |  |
| Planning and Transportation  | 14 April 2015 |  |
| <b>Subject:</b><br>Valid planning applications received by Department of the Built Environment |               |  |
| <b>Public</b>  |               |  |

1. Pursuant to the instructions of your Committee, I attach for your information a list detailing development applications received by the Department of the Built Environment since my report to the last meeting.
2. Any questions of detail arising from these reports can be sent to [plans@cityoflondon.gov.uk](mailto:plans@cityoflondon.gov.uk).

## DETAILS OF VALID APPLICATIONS

| <b>Application Number &amp; Ward</b> | <b>Address</b>   | <b>Proposal</b>   | <b>Date of Validation</b> |
|--------------------------------------|--|---|---------------------------|
| 15/00193/FULL<br>Aldersgate          | Unit 3, 200 Aldersgate Street, London, EC1A 4HD                    | Installation of a new entrance door into ground floor retail unit fronting Aldersgate Street.   | 05.03.2015                |
| 15/00245/FULL<br>Aldgate             | Footway Adjacent To 138-139 Houndsditch, Houndsditch, London, EC3A | Installation on the carriageway of a cycle hire docking station associated with the London Cycle Hire Scheme, containing a maximum of 28 docking points for scheme bicycles plus a terminal to secure and release bicycles and provide registration and payment facilities and way-finding mapping. | 20.03.2015                |
| 15/00176/FULL<br>Bassishaw           | 125 London Wall, London, EC2Y 5AS                                  | Installation of three air conditioning units to roof at 7th floor level.  | 03.03.2015                |
| 15/00185/FULL<br>Billingsgate        | 21 Lovat Lane, London, EC3R 8EB                                    | (i) Conversion of the private dental clinic (D1 use) at ground and basement level to a single two bed flat (C3 use) and (ii) alterations to the ground floor shopfront.   | 06.03.2015                |
| 15/00165/FULL<br>Bishopsgate         | 8 Devonshire Square, London, EC2M 4PL                              | Refurbishment of the existing office building and the provision of improved ancillary cycling facilities at basement level.   | 27.02.2015                |

|   |  |   |            |
|---|--|---|------------|
| 15/00170/FULL<br>Bishopsgate                  | 19 - 20 Liverpool Street, London, EC2M 7PD                 | Erection of combination payphone and ATM booth (Sui Generis) in lieu of existing public telephone kiosk (Sui Generis) and associated change of use.   | 02.03.2015 |
| 15/00184/FULL<br>Bishopsgate                  | 4th Floor Office, 12 - 14 Devonshire Row, London, EC2M 4RH | Change of the fourth floor use from use class B1 (office) to use class D1 (osteopathic practice) for a period of five years only.   | 02.03.2015 |
| 15/00141/FULL<br>Bishopsgate                  | 17 - 18 Widgate Street, London, E1 7HP                     | Change of use of upper floors from office (Class B1) use to residential (Class C3) use to provide 3 x 1 bedroom apartments. Associated external works.  | 03.03.2015 |
| 15/00179/FULL<br>Bishopsgate                  | 16 - 17 Devonshire Square, London, EC2M 4SQ                | Change of use of part ground, part lower, and part basement floors from Class B1(a) office use, to flexible Class A1 retail, A2 financial and professional services, A3 restaurants and cafes, and B1(a) office uses; rear and side infill extensions; light-well infill; formation of doorway in lieu of window within Devonshire Row elevation; formation of accessible entrance, doorway in lieu of window, and fourth floor balcony within Devonshire Square elevation; and formation of roof level plant area. | 04.03.2015 |
| 15/00210/FULL<br>Bishopsgate                  | Eldon House, 2 - 3 Eldon Street, London, EC2M 7LS          | Change of use of sub-basement from office B1(a) offices to flexible B1(a) office use, D1 non-residential education and training centre use, and team challenge activity use (sui generis).  | 12.03.2015 |
| 15/00186/FULL<br>Bread Street                 | 1 Watling Street, London, EC4M 9BP                         | Change of use of part ground and part lower ground floors from restaurant (Class A3) to offices (Class B1) (450sq.m GIA).   | 04.03.2015 |
| 15/00075/FULL<br>Bridge And<br>Bridge Without | 8 Lovat Lane, London, EC3R 8DT                             | Change of use from D1 Health Club use to flexible D1 use and B1(a) (Offices).   | 19.02.2015 |
| 15/00228/FULL<br>Candlewick                   | 68 King William Street, London, EC4N 7HR                   | Alterations to the external facade including the formation of two new entrances and two windows.  | 19.03.2015 |
| 15/00152/FULL<br>Castle Baynard               | 60 Victoria Embankment, London, EC4Y 0JP                   | Installation of rooftop plant equipment and associated works.   | 06.03.2015 |



|                                 |  |   |            |
|---------------------------------|--|---|------------|
| 15/00194/FULL<br>Castle Baynard | Blackfriars Railway Station, Queen Victoria Street, London, EC4V 4DY                       | Installation of 2 no. ATMs on the Queen Victoria Street elevation through window reveal of existing retail unit and the formation of an internal secure ATM room.   | 06.03.2015 |
| 15/00205/FULL<br>Castle Baynard | Faraday Building, 136 - 144A Queen Victoria Street, London, EC4V 4BU                       | Installation of 2 no. louvre's at fourth floor level in place of the glazing in existing windows on the eastern elevation.  | 11.03.2015 |
| 15/00198/FULL<br>Castle Baynard | 24 Tudor Street, London, EC4Y 0AY  | Installation of timber panelled door to front of bin store.   | 13.03.2015 |
| 15/00039/FULL<br>Coleman Street | 2 No. BT Telephone Kiosks On Finsbury Circus At Side of 88 - 92 Moorgate, London, EC2M 6SE | Change of use of 2no. BT telephone boxes to 2no. retail kiosks (A1). Replacement of the existing telephone box glazing with toughened safety glass.   | 06.03.2015 |
| 15/00219/FULL<br>Coleman Street | London Metropolitan University, 84 Moorgate, London, EC2M 6SQ                              | Creation of waiting area to right hand side of entrance foyer by forming two openings where internal windows exist. Removal of partition to right hand room, and addition of period detail. Replacement of door (non-original) to left hand office with pair oak Edwardian detail. Replacement of non-original floor finishes in slate and limestone. Replacement of 1970's entrance doors/screen with new revolving door and structural glazing. | 13.03.2015 |
| 15/00171/FULL<br>Cordwainer     | 46 - 47 Cheapside, London, EC2V 6AT  | Erection of combination payphone and ATM booth in lieu of existing public telephone kiosk and associated change of use. (sui generis)   | 02.03.2015 |
| 14/00984/FULL<br>Cornhill       | 2no. BT Telephone Kiosks, Royal Exchange Buildings, London, EC3V 3NL                       | Change of use of 2no. BT telephone boxes to 2no. retail kiosks (A1). Replacement of the existing telephone box glazing with toughened safety glass.   | 06.03.2015 |
| 15/00197/FULL<br>Cornhill       | Tower 42, 25 Old Broad Street, London, EC2N 1HQ  | Use of private space for tables and chairs ancillary to the adjacent retail unit.   | 06.03.2015 |
| 15/00213/FULL<br>Cripplegate    | Barbican Centre, Lakeside Terrace, Silk Street, London, EC2Y 8DS                           | Siting of two yurts, a thermochromic bench and two see-saws on the Lakeside Terrace for a temporary period from 22nd June 2015 until 2nd August 2015 as part of the Barbican Art Gallery's 'Station to Station' exhibition.   | 16.03.2015 |

|  |  |  |            |
|--|--|--|------------|
| 15/00216/FULL<br>Cripplegate           | Barbican Centre,<br>Sculpture Court, Silk<br>Street, London, EC2Y<br>8DS | Siting of two yurts and a projection<br>screen on the Sculpture Court<br>(adjacent to Frobisher Crescent<br>and the Art Gallery) for a<br>temporary period from 22nd June<br>2015 until 2nd August 2015 as part<br>of the Barbican Art Gallery's<br>'Station to Station' exhibition.   | 16.03.2015 |
| 15/00167/FULL<br>Farringdon<br>Within  | 5 - 7 Ireland Yard,<br>London, EC4V 5EH                                  | Alterations to the façade including:<br>1) replacement of external cladding<br>at ground floor level; 2)<br>replacement of existing windows<br>with double glazed steel framed<br>windows throughout the building;<br>3) new double glazed steel framed<br>entrance door and glazed canopy<br>to Friar Street; 4) replacement<br>double glazed steel framed<br>entrance door and new glazed<br>canopy to Ireland Yard. | 24.02.2015 |
| 15/00160/FULL<br>Farringdon<br>Without | 21 Fleet Street,<br>London, EC4Y 1AA                                     | Erection of 26sq.m office extension<br>with balcony in lieu of butterfly roof<br>at rear 6th floor level.  | 25.02.2015 |
| 15/00041/FULL<br>Farringdon<br>Without | 1 No. BT Telephone<br>Kiosk o/s 21 Fleet<br>Street, London, EC4Y<br>1AA  | Change of use of 1 no. BT<br>telephone box to 1 no. retail kiosk<br>(A1). Replacement of the existing<br>telephone box glazing with<br>toughened safety glass.   | 06.03.2015 |
| 14/00450/FULL<br>Farringdon<br>Without | 14 Took's Court,<br>London, EC4A 1LB                                     | Change of use from Class B1(a)<br>office, to Class C3 residential<br>(flats), external alterations and<br>erection of additional storey at 4th<br>floor level.   | 12.03.2015 |
| 14/01172/FULL<br>Portsoken             | 18 Mansell Street,<br>London, E1 8AA                                     | Painting of brickwork and windows.<br>Addition of metal channel detail to<br>bay recesses.   | 13.03.2015 |
| 14/00834/FULL<br>Tower                 | 8 Fenchurch Place,<br>London, EC3M 4AJ                                   | Installation of two roof-level air-<br>conditioning condenser units.   | 24.02.2015 |
| 15/00227/FULL<br>Tower                 | Bakers Hall, 7 Harp<br>Lane, London, EC3R<br>6DP                         | Replacement of plant at roof level<br>with a single storey roof extension.<br>Installation of 10 new condenser<br>units; refurbishment works to main<br>entrance; replacement of the<br>existing windows; reconfiguration<br>of the basement to provide<br>enhanced cycle storage including a<br>new cycle access lane from Harp<br>Lane.  | 17.03.2015 |

|                           |  |  |            |
|---------------------------|--|--|------------|
| 15/00042/FULL<br>Walbrook | 1 No. BT Telephone Kiosk O/s<br>Bank Buildings, 8<br>Lothbury, London,<br>EC2R 7HH | Change of use of 1no. BT telephone box to 1no. retail kiosk (A1). Replacement of the existing telephone box glazing with toughened safety glass.   | 06.03.2015 |
| 15/00262/FULL<br>Walbrook | 1 - 6 Lombard Street,<br>London, EC3V 9AA  | Upgrade to an existing telecommunications installation with 6no. new antenna and 12no. new remote radio units fixed to existing walls and railings at roof top level and associated works. | 23.03.2015 |

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|---|---|
| <b>Committee(s):</b>  | <b>Date(s):</b>   |
| Planning and Transportation<br>Port Health & Environmental Services   | 14 <sup>th</sup> April 2015<br>5 <sup>th</sup> May 2015 |
| <b>Subject:</b><br>Department of the Built Environment<br>Business Plan 2015-18   | <b>Public</b>   |
| <b>Report of:</b><br>Director of the Built Environment  | <b>For Decision</b>                                     |
| <p>This report details the Business Plan for 2015-18 for the Department of the Built Environment.</p> <p>The business plan sets out what we do, the standards we will attain, how we will operate as a department, where we fit into the Corporate plans, and what we are planning to do to keep on improving.</p> <p><b>Recommendation(s)</b><br/>Members are asked to:</p> <ul style="list-style-type: none"> <li>• Approve the Department of the Built Environment’s Business Plan 2015-18 and associated appendices.</li> </ul> |   |

## Main Report

### Background

1. This Business Plan is an integral element of the performance management system. The plan shows how the Department will be improving performance and how activities support the City’s strategic aims and policy priorities.

### Current Position

2. The new Business Plan for 2015-18 has been compiled in line with corporate guidelines, and incorporates comments from the Town Clerk’s Performance and Development Team.

### **Strategic Implications**

3. This Business Plan details how the Department's activities and key projects for the next three years support and link to the themes in the City Together Strategy and the City's Corporate Plan.

### **Consultation**

4. The managers and staff of the department were consulted during the planning process. Our Business Partners, (HR & Finance) staff also contributed to the preparation of the plan.
5. Further consultation was undertaken with the Deputy Town Clerk on 17th March 2015.

### **Conclusion**

6. Formal monitoring arrangements are in place to ensure that performance is reviewed regularly and during the year progress will be monitored at the monthly departmental management team meetings. Members will be kept informed of progress on the KPIs, key objectives and the budget position in quarterly reports which will be presented to Committee.

### **Elisabeth Hannah**

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# Department of the Built Environment

## Business Plan 2015/18

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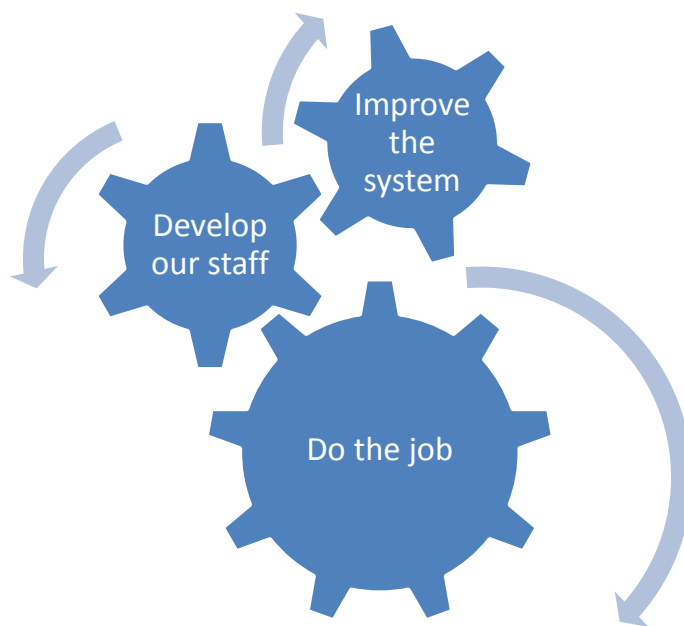
## Director's Introduction



1. Last year I barged in at the middle of the business planning process, taking our objectives as read and focusing instead on how we set about our work. In contrast, this year I'd like to start from the top, strategic through to departmental, as my job is to make sure we check and check again that what we are doing in DBE is still going to be relevant in ten years' time. It is easy to become preoccupied with the day to day, especially as we do it well, and then to suddenly find that you are behind the curve. We in DBE are fundamental to the shaping of the City, and so we need to know that what we are planning to do is right, and the Business Plan should say why it is.
2. We test out our objectives in a variety of ways. We commission research, the latest example of which is on Future Workstyles and Workplaces in the City. We check out what other cities are doing, and some of you will have been to Berlin, Lyon, Milan and elsewhere to report back on best practice. We listen to our customers, developers and residents, through regular forums and groups. We keep a sharp eye on central government; in particular recently on planning and parking, to make sure we are up to date. The net result of all this is that I am sure our objectives are right.
3. This time last year I said this is when we start to change how we set about achieving our objectives. I wanted more interactivity across the structure I think we made a great start in achieving that. The Open Day was a success in getting us all to mix and allowing us all to see what others in the Department do. Our cross cutting objectives are bearing fruit, and this year we have added to them. The Big Stuff meetings are working as a middle management forum to find out what's going on. We have changed the way DMTs are minuted to make them snappier and make cascading easier.
4. This year we will build on that change. We will do more to promote leadership within the Department, creating the space within which it can flourish. We will expand our use of KPIs by making the data on City-wide development activity more available, so we can see where DBE fits the wider picture, and in particular we will continue our development of the Future City, helping to shape

what we want the City to be. Our contribution to the Service Based Reviews was efficiency savings, made possible by ongoing year-on-year planning, and being able to drive continuous improvement. We must “*continue to do the job, develop our staff, improve the system*”, as that remains the virtuous circle by which we will develop our services whilst driving efficiency.

5. This will be my last year as Director. How this Plan develops in future years will depend on all of you, and how my successor sees things. By having a clear idea of what we are doing, and where it all fits, I would say we have jointly advanced our services to the point where the whole exceeds the sum of the parts. Long may that continue.



## Departmental Vision

- To provide an integrated service to city developers and occupiers from pre-construction to demolition;
- To improve external communications and actively engage with City residents, workers and visitors;
- To manage all activities and services that relate to the City’s streets, especially utility works and minimise their impact upon road danger and congestion; and
- To respond to changes in demand for and usage of the City’s streets and streetscene.

6. We continue to face significant challenges in the year ahead including implementing our service reviews; senior level staff recruitment; the ongoing Thames Tunnel Tideway, the Aldgate project and the continued development of the Cultural Hub.
7. We are playing a key part in the Future City debate. The department plays a central role in ensuring the City is fit for purpose in 2025; this means we need to explore the use of technology to react to the changes ahead. We need to know what our population will look like and what utilities are required.
8. Through our coordinated departmental services and our close link with the City Property Advisory Team, we can ensure the success of the City's long-term vision.

### **Cross Cutting Objectives**

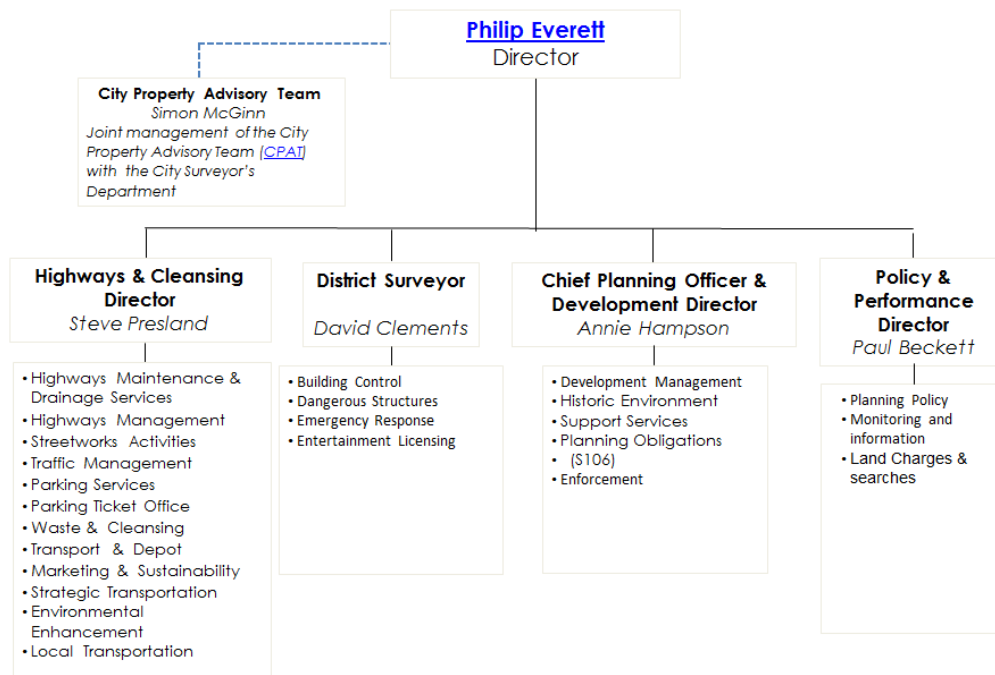
9. Continuing the work of last year's business plan, we've included key cross cutting objectives that will help shape the City and our contribution as a department to City business in the next few years.
  - I. Deliver the Aldgate Highway Change and Public Realm Project.
  - II. Support the City's Cultural Hub Working Party, examining the prospects for the establishment of a cultural focus based around the Museum of London and the Barbican Centre.
  - III. Provide a vision for a smarter future City and set out the key steps needed to deliver it
  - IV. Improve departmental and corporate data sharing and use of GIS to provide an overview of expected medium term change in the City's built environment, streets and public realm.
  - V. Implement the City's Community Infrastructure Levy (CIL).
  - VI. Improve coordination in the use of planning conditions.
  - VII. Prepare and implement new procedures for the submission of capital project spending bids and their prioritisation by the Priorities Board (capital projects) or relevant service committee.

### **Key Performance Measures**

10. Our KPIs show key areas of work across the department, as well as monitoring national targets. This dashboard of information allows Directors and Managers to focus outcomes and aspirations; where new targets have been set they are in line with changes made by the Mayor's Office or by central government.

## Structure Chart

### Department of the Built Environment



## Finance

11. Over the coming year we will be implementing our agreed Service Based Review savings for 2015/16 to contribute towards the projected shortfall in City Fund resources of £13m by 2017/18. These savings are reflected in our original budget for 2015/16.
12. I am also pleased to report that I have identified an alternative savings proposal to the £105,000 original proposal (effective from 2017/18) which was rejected by P & T Committee Members in a private session of their meeting on 11 November 2014. I propose to substitute additional savings from the On Street parking contract as a result of further efficiencies generated by my department and to bring this saving forward to 2015/16, which is reflected in our original budget, subject to P & T Committee approval.

## Workforce Capability

13. Following on from the 2014 IIP review, our departmental action plan supports the Corporate Business Improvement Plan; a network of IIP champions throughout the department will help support the DMT towards the 2015 assessment.
14. Supporting the Business Improvement Plan our DMT and managers throughout the department will continue to build on the City's key values; Lead, Empower and Trust.

15. Due to retirement, as anticipated in last year's Workforce Plan, we have two senior appointments to be made in the first half of the year.

16. The department's workforce plan focuses on generic and specific approaches to provide opportunities, experience and training to employees to help them to develop and to address skills and knowledge gaps that the department knows it will lose due to the age profile and needs to retain in the future.

## **Learning & Development**

17. Through the core behaviours, staff will continue to be developed and encouraged to deliver key departmental aims. Commitment to work experience at all levels will support the City Together partnership goals, as well as giving the opportunity to influence our professions and develop students and young people.

18. As a big part of succession planning we are looking at on-going professional development being a key area of development for the department, and this includes legislative and statutory updates. In addition we are going to concentrate on:

- Continued Professional Development (CPD)
- Marketing & Communication
- Team Working
- Project Management & Organisational Skills
- Budget Management

19. In September 2015, the City of London Corporation will be reassessed against Investors in People (IIP). The department will work closely with the Town Clerk's team to demonstrate the principles of IIP are embedded in, and supported by, good management throughout the department. Our commitment to management improvement reflects current IIP standards.

## **Equalities**

20. One of the features of the Equality Act (2010) is the Public Sector General Equality Duty which requires public bodies to have due regard to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- foster good relations between people who share a relevant protected characteristic and those who do not share it.

21. All new strategies policies and key projects carry out equalities scoping exercises. The findings of which are used to help shape the work of the department and improve service delivery.

## Health & Safety

22. The department H&S Group is supported by the DMT and the group meets three times a year to discuss accident trends, legislative changes, monitor performance (including contractors) and review H&S risk within the department.
23. Health & Safety considerations have been taken on board while writing our departmental objectives.
24. The Annual Certificate of Assurance and Top X are produced in accordance with best practice guidance issued by the Corporate H&S team.
25. Detailed arrangements for safety management have been incorporated into our Departmental Health & Safety Plan in line with the Corporate H&S Policy. Monitoring of compliance will be undertaken and reported to the H&S Group.

## Departmental Summary Risk Register

26. The department reviews Business Risk quarterly and reports on changes to Committee. There are currently 23 identified business risks, key risks are linked to divisional objectives. There is one “Red” risk (DBE-TP-01: A road traffic collision caused by a member of staff at work), and the control effectiveness this risk has been assessed as “Amber”. The control effectiveness of all other risks has been assessed as “Green”.

## Property and Asset Management

27. The Department operates from of a number of City of London properties. The main bulk of staff work at Guildhall and Walbrook Wharf, with a small workforce at Smithfield and at the City’s staffed public conveniences.
28. During 14/15 a number of office moves took place, including the removal of single occupancy offices. This allowed us to accommodate staff moving into the District Surveyor’s team from the City Surveyor’s; additional staff recruited as a result of the reorganisation in Development Management as well as contractors joining the Transportation and Public Realm division to deliver on projects such as the Aldgate scheme; as well as the Road Danger Reduction plans and other key projects.
29. This increase in staff count presented the DMT with the opportunity to review Guildhall occupancy levels. Working with the City Surveyor’s team we were able to review our options and increase headcount without the need for additional space allocation, therefore ensuring no increase in cost.

| <b>Guildhall</b> | <b>Jan 2014</b>    | <b>Feb 2015</b>    |          |
|------------------|--------------------|--------------------|----------|
| Desk Count       | 207                | 225                | (↑8.7%)  |
| Head Count       | 184                | 211                | (↑14.7%) |
| Per Head Average | 9.8 m <sup>2</sup> | 8.5 m <sup>2</sup> | (↓13.3%) |

## Key Partners

### The City Property Advisory Team

30. CPAT (managed by the City Surveyor) provides an important link between DBE, the City Surveyor, City developers and occupiers. They assist businesses to access our services, and act as a channel for us to advise businesses on developments in our service area, particularly on matters of planning policy. CPAT activities will compliment and reinforce those identified in the cross cutting themes. In particular they will support the regeneration of the Aldgate area through promoting the development of a business partnership for the area. Another area of focus will be ensuring businesses and workers are afforded the optimum technological environment from which to operate. CPAT continue to work with DBE to review opportunities to develop smart infrastructure networks and will also finalise a telecommunications strategy to ensure the City offer for both wireless and fixed line communications is commensurate with its World city status.
31. The Department has a close working relationship with many internal and external parties. These key partners support the department as we deliver our key outcomes.
32. Internally, both the HR and Finance Business Partners sit on the Department Management Team; offering advice, support and challenge to our Management team. Other key internal partners include the City of London Police, Comptroller & City Solicitor, CLPS, TC's Contact Centre and IS Division all of whom support the delivery of our departmental aims and objectives. In addition, the department support the Corporate Access Meetings, and the Conservation Advisory Area Committee.
33. The Department also has established partnership working with central government, the GLA, other local authorities and is represented on bodies such as the Mayor of London's Road Task Force, the LDSA (London District Surveyors Association, ALBPO (Association of London Borough Planning Officers), BCO (British Council for Offices), the London Road Safety Advisory Group, LoTAG (the London Technical Advisors Group) and the DAC (Diocesan Advisory Committee).

## Appendices and Supporting Documents

|            |                                |
|------------|--------------------------------|
| Appendix A | Key Cross Cutting Objectives   |
| Appendix B | Full list of departmental KPIs |
| Appendix C | Key Departmental Contacts      |

### Supporting Documents

These can be providing on request:

- Divisional Plans
- Committee financial budget sheets
- 2015 Annual Certificate of Assurance (H&S)
- 2015 Top X (H&S)
- Departmental Business Risk Register
- Projects Summary (P&T 24<sup>th</sup> January 2015)
- Summary Business Risk Register

### Abbreviations

CCAS: Clean City Award Scheme  
CDM: Construction Design & Management  
CIL: Community Infrastructure Levy  
CLPS: City of London Procurement Service  
CPAT: City Property Advisory Team  
CPD: Continued Professional Development  
DBE: Department of the Built Environment  
DMT: Departmental Management Team  
ETP: Education, Training and Publicity  
GIS: Geographical Information Systems  
GLA: Greater London Authority  
H&S: Health and Safety  
IIP: Investors in People  
IT: Information Technology  
KPIs: Key Performance Indicators  
L&D: Learning and Development  
OOH: Out of Hours  
RDRP: Road Danger Reduction Plan  
T&PR: Transportation and Public Realm  
TfL: Transport for London  
VfM: Value for Money



## Summary Business Plan 2015/18

|                                       |   |
|---------------------------------------|---|
| <p>Our <b>Strategic Aims</b> are:</p> | <ul style="list-style-type: none"> <li>• To provide an integrated service to City developers and occupiers from pre-construction to demolition;</li> <li>• To improve external communications and actively engage with City residents, workers and visitors;</li> <li>• To manage all activities and services that relate to the City's streets, especially utility works and minimise their impact upon road danger and congestion; and</li> <li>• To respond to changes in demand for and usage of the City's streets and streetscene.</li> </ul>   |
| <p><b>Key Objectives:</b></p>         | <ol style="list-style-type: none"> <li>I. To deliver the Aldgate Highway Change and Public Realm Project.</li> <li>II. To support the City's Cultural Hub Working Party, examining the prospects for the establishment of a cultural focus based around the Museum of London and The Barbican Centre.</li> <li>III. To provide a vision for a smarter future City and set out the key steps needed to deliver it</li> <li>IV. Improve departmental and corporate data sharing and use of GIS to provide an overview of expected medium term change in the City's built environment, streets and public realm.</li> <li>V. To implement the City's Community Infrastructure Levy (CIL) charging schedule.</li> <li>VI. Improve coordination in the use of planning conditions</li> <li>VII. To prepare and implement new procedures for the submission of capital project spending bids and their prioritisation by the Priorities Board (capital projects) or relevant service committee</li> </ol> |

| Our <b>Key Performance Indicators</b> are:  |   |                       |
|---|---|-----------------------|
| <b>Description:</b>   | <b>2014/15 performance to date (as at 1/1/15)</b> | <b>2015/16 target</b> |
| <b>Planning &amp; Transportation Committee</b>  |   |                       |
| Process 65% of minor planning applications within 8 weeks   | 73%   | 65%                   |
| Process 75% of other planning applications within 8 weeks   | 73%   | 75%                   |
| Recover 80% of valid PCN debts  | 86%   | 80%                   |
| Respond to 90% of PCN correspondence within 10 days   | 100%  | 90%                   |
| Reduction by 10% of number of persons killed and seriously injured compared to 2010 Baseline.                                     | 37  | 32.9 (by 2016)        |
| Reduction by 5% of number of casualties compared to 2010 Baseline.  | 264   | 294.9 (by 2016)       |
| Ensure internal and public-facing GIS services are available 98% of the working day (excluding IS service disruptions).           | 99%   | 98%                   |
| <b>Port Health &amp; Environmental Services Committee</b>   |   |                       |
| To increase percentage of household waste recycled  | 35.82%  | 43%                   |
| To reduce the residual annual household waste per household   | 289.5kg   | 373.4kg               |
| Percentage of relevant land and highways from which unacceptable levels of litter, detritus, graffiti and fly-posting are visible | 0.83%   | 2%                    |

## Finance

| Our Financial Information:     |                   |                               |                              |                                      |             |                               |          |
|--------------------------------|-------------------|-------------------------------|------------------------------|--------------------------------------|-------------|-------------------------------|----------|
|                                | 2013/14<br>Actual | 2014/15<br>Original<br>Budget | 2014/15<br>Revised<br>Budget | 2014/15 Forecast<br>Outturn (latest) |             | 2015/16<br>Original<br>Budget |          |
|                                | £000              | £000                          | £000                         | £000                                 | %           | £000                          |          |
| Employees                      | 11,313            | 11,674                        | 12,249                       | 12,245                               | 100.0       | 12,209                        | 1        |
| Premises                       | 6,194             | 5,266                         | 6,336                        | 6,448                                | 101.8       | 5,292                         |          |
| Transport                      | 215               | 211                           | 221                          | 185                                  | 83.7        | 214                           |          |
| Supplies & Services            | 2,603             | 1,825                         | 2,812                        | 2,757                                | 98.0        | 1,792                         |          |
| Third Party Payments           | 9,523             | 9,918                         | 8,729                        | 8,710                                | 99.8        | 8,745                         |          |
| Contingencies/Reserves         | 5                 | 9                             | 582                          | 0                                    | 0           | 81                            |          |
| Unidentified Savings           | 0                 | (47)                          | 0                            | 0                                    | 0           | 0                             |          |
| Total Expenditure              | 29,853            | 28,856                        | 30,929                       | 30,345                               | 98.1        | 28,333                        |          |
| Total Income                   | (13,801)          | (12,470)                      | (14,697)                     | (14,827)                             | 100.9       | (12,893)                      |          |
| <b>Total Local Risk</b>        | <b>16,052</b>     | <b>16,386</b>                 | <b>16,232</b>                | <b>15,518</b>                        | <b>95.6</b> | <b>15,440</b>                 | <b>2</b> |
| Central Risk                   | (5,625)           | (6,063)                       | (4,878)                      | (4,751)                              | 97.4        | (5,251)                       |          |
| <b>Total Local and Central</b> | <b>10,427</b>     | <b>10,323</b>                 | <b>11,354</b>                | <b>10,767</b>                        | <b>94.8</b> | <b>10,189</b>                 |          |
| Recharges                      | 12,373            | 12,345                        | 11,629                       | 11,629                               | 100.0       | 13,220                        |          |
| <b>Total Net Expenditure</b>   | <b>22,800</b>     | <b>22,668</b>                 | <b>22,983</b>                | <b>22,396</b>                        | <b>97.4</b> | <b>23,409</b>                 | <b>3</b> |

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### Notes on Financial Information:

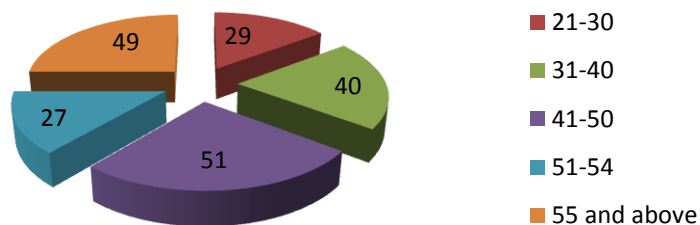
1. The increase in the employee budget reflects the transfer of the Structural Maintenance and Inspection Team from City Surveyor's to my department (4.6FTE's) in 2014/15 and provision for annual pay award and increments.
2. Excludes local risk amounts spent by the City Surveyor.
3. Projected forecast outturn 2014/15 is based on budget monitoring at period 10 (31/01/2015).

## Staffing

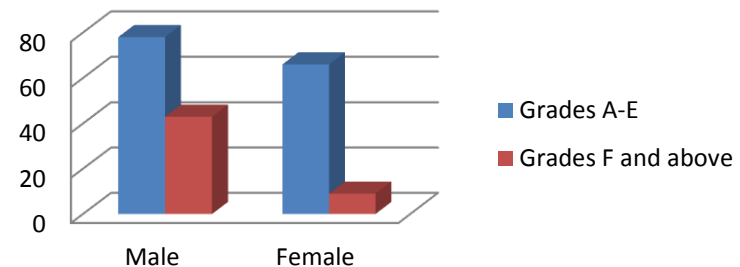
### Our Staffing is made up of:

- 196 employees across four divisions: Transportation & Public Realm, Planning Development, Planning Policy and Building Control. Staff turnover has reduced slightly from last year to 8.35%.
- Approximately one third of employees are female and there is similar representation across all grades up to grade E. From grade F upwards female representation significantly reduces to 11%.
- One quarter of the department is aged 55 and above with one third being Directors or Assistant Directors.
- Half of all employees have been with the City Corporation for 11 years or more and one quarter 21 years or more, indicating many years' of experience and knowledge within the department.
- Short term sickness absence during the last calendar year averages at 6.49 days per employee per annum, 0.49 days above the organisation's revised target of 6 days.

**Age Profile by headcount  
Calendar Year 2014**



**Male/Female employees by  
Grade**



### Notes on Staffing Information:

1. The department is recruiting a new Director and the District Surveyor retires in April 2015. Two thirds of the remaining departmental management team are aged 60 or over. Plans are in place in the Planning Development division to ensure knowledge is retained in the future. Transportation & Public Realm's senior management team has a more balanced age profile with half being aged 55 or younger.

2. In addition the department's wider workforce plan focuses on generic and specific approaches to providing opportunities, experience and training to all employees to help them to develop and to address skills and knowledge gaps that the department knows it will lose due to the age profile but needs to retain in the future.
3. 10% of employees have underlying medical conditions which are considered disabilities under the Equalities Act. The department manages related absences ensuring they remain reasonable and balanced but it is accepted that a higher than average absence may be considered as a reasonable adjustment for some.
4. Our Workforce Plan will be produced in June/July 2015 and will address additional issues raised above.

## Capital Projects

**Planning Ahead for Capital Projects** - Please provide some very broad information about projects that may require over £50k of capital expenditure in the next five years. Add rows to the table if you need to add more projects.

| Brief description of potential project      | Rough idea of the cost (a broad range is absolutely fine) | Indicative source of funding (e.g. City Fund, City's Cash, Designated Sales Pool, External) | Indicative timetable for project (please state if project must be delivered by particular date) |
|---|---|---|---|
| Aldgate Highway and Public Square           | £22m  | TfL, Various S106   | Completion due Autumn 2016  |
| Moor Lane                                   | £1.2m   | S106  | Commence Q2 2015/16, completes Q4 2015/16   |
| Millennium Bridge Area                      | £1.2m   | TfL & S106  | Commenced & completes Q4 2015/16  |
| 201 Bishopsgate                             | £250,000  | S106  | Commence Q1 2015/2016 complete Q4 2015/16   |
| Austin Friars                               | £750,000  | S106  | Completion due Spring 2016  |
| Bank bypass walking routes                  | £1m   | S106 & TfL  | Commenced, completes Q4 2015/16   |
| London Bridge Staircase                     | £2.5m   | S106 & TfL  | Commenced, completes Q2 2015/16   |
| Lime Street/Cullum Street Enhancement Works | £659,000  | S106  | Commence Summer 2015, complete 2017   |
| Fishmongers Wharf Ramp                      | £400,000  | S106  | Commence Spring 2015 complete Winter 2015   |
| Liverpool Street/Crossrail                  | £1m   | S106  | Commence Q4 2016/17 complete Q4 2017/2018   |
| Moorfields Area Crossrail                   | £1.5m   | S106  | Commence Q4 2016/17 complete Q4 2017/18   |
| London Wall Place                           | £2.5m   | S106 & S279   | Commence q2 2016/17 complete Q1 2017/18   |
| Mitre Street Square                         | £860,000  | S106 & S278   | Commence Q1 2016/17 complete Q2 2016/17   |

|                                       |          |             |   |
|---------------------------------------|----------|-------------|---|
| Fenchurch Street S106                 | £4m      | TfL & S106  | Commence Q4 2016/17 complete Q4 2018/19   |
| 120 Fenchurch Street                  | £750,000 | S106 & S278 | Commence Q4 2016/17 complete Q4 2017/2018 |
| Eastern City Cluster Phase 1, 3 and 4 | £3m      | S106        | Commence 2016 complete Q4 2017/18         |
| Eastern City Cluster Phase 2          | £1.7m    | S106        | Commence Q3 2015/16 complete Q2 2016/17   |
| 60 St Mary Axe                        | £1m      | S278 & S106 | Commence Q4 2015/16 complete Q4 2016/17   |

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|  |   |  |  |  |
|--|---|--|--|--|
| <b>Objective</b>   | <b>Deliver the Aldgate Highway Change and Public Realm</b>  |  |  |  |
| <b>Priority and rationale (why are you doing it?)</b>  | To deliver the Aldgate Highway Change and Public Realm Project; delivering safer streets, supporting the One Portsoken and Aldgate Business initiatives and delivering the Mayor’s Vision for Cycling |  |  |  |
| <b>Supporting:</b>   |   |  |  |  |
| <b>The City Together Strategy</b>  | <b>Corporate Plan</b>   |  | <b>Departmental Strategic Aims</b>   |  |
| <ul style="list-style-type: none"> <li>• City which supports our communities.</li> <li>• City which protects, promotes and enhances our environment.</li> <li>• City which is safer and stronger.</li> </ul> | <u>Corporate Plan 2013-17</u><br><u>Strategic Aims: SA1 and SA2</u><br><u>Key Policy Priorities: KPP1 &amp; KPP3</u>  |  | To manage all activities and services that relate to the City’s streets, especially utility works and minimise their impact upon road danger and congestion; and<br><br>To respond to changes in demand for and usage of the City’s streets and streetscene. |  |
| <b>Actions/Milestones</b>  | <b>Target Date</b>  | <b>Measure of Success</b>  | <b>Responsibility</b>  | <b>Resources</b>   |
| <ul style="list-style-type: none"> <li>• Deliver the Aldgate Project to programme</li> <li>• Agree funding streams.</li> </ul>   | June 2016   | Project on programme and fully funded. All construction packages complete and orders placed. | Assistant Director (City Transportation)/ Project Officers   | Capital funding. Officer time. Close working with Chamberlain’s team. A developed accounting process will be needed to manage the ‘cash flow’. |

|   |   |   |  |                  |
|---|---|---|--|------------------|
| Objective   | <b>To support the City’s Cultural Hub Working Party of Members and officers, examining the prospects for the establishment of a cultural focus based around the Museum of London and the Barbican Centre</b>  |   |  |                  |
| Priority and rationale (why are you doing it?)  | <ul style="list-style-type: none"> <li>To Support the City’s Cultural Hub Working Park as it examines the prospects for the establishment of a cultural focus based around the Museum of London and The Barbican Centre.</li> <li>As it is in its early stages, it is impossible to put dates to elements of the project at this stage, although the highway works are already in their early stages of development, but there is no doubt these will develop further.</li> <li>This development will be in respect of our own requirements, and also in relation to external funding sources for junctions, notably the St Paul’s Gyrotory removal, which may be able to attract TfL funding.</li> </ul> |   |  |                  |
| <b>Supporting:</b>  |   |   |  |                  |
| <b>The City Together Strategy</b>   | <b>Corporate Plan</b>   | <b>Departmental Strategic Aims</b>  |  |                  |
| <ul style="list-style-type: none"> <li>City which supports our communities.</li> <li>City which protects, promotes and enhances our environment.</li> <li>City which is safer and stronger.</li> </ul>  | <u>Corporate Plan 2013-17</u><br><u>Strategic Aims: SA1 and SA2</u><br><u>Key Policy Priorities: KPP1 &amp; KPP3</u>  | <p>To manage all activities and services that relate to the City’s streets, especially utility works and minimise their impact upon road danger and congestion; and</p> <p>To respond to changes in demand for and usage of the City’s streets and streetscene.</p> |  |                  |
| <b>Actions/Milestones</b>   | <b>Target Date</b>  | <b>Measure of Success</b>   | <b>Responsibility</b>                              | <b>Resources</b> |
| Contribute to the working group: <ul style="list-style-type: none"> <li>Planning in relation to the usage of buildings in the area</li> <li>Policy in relation to the further effect (if any) on our Local Plan (which already recognises the initiative)</li> <li>T&amp;PR in respect of the local road network and pedestrian flows.</li> </ul> | Tbc   | Working group have access to advise and information   | Director of the Built Environment<br>All Directors | Officer time     |
| St Paul’s Gyrotory removal  | 2022  | Successful removal and implementation   | Director of the Built Environment<br>T&PR Director | Officer time     |

|  |   |                           |   |                       |                  |
|--|---|---------------------------|---|-----------------------|------------------|
| <b>Objective</b>   | <b>To provide a vision for a smarter future City and set out the key steps needed to deliver it</b>   |                           |   |                       |                  |
| <b>Priority and rationale (why are you doing it?)</b>  | <ul style="list-style-type: none"> <li>• Technological change is creating new ways of communicating for workers, visitors and residents, and new ways of collecting and analysing data with scope for better service delivery and urban management.</li> <li>• City needs to adapt its built environment and public realm to complement new technology so that it remains a leading international business centre</li> <li>• Intensified use of the public realm for work and leisure will need greater use of smart technology for better service delivery and better urban management.</li> </ul> |                           |   |                       |                  |
| <b>Supporting:</b>   |   |                           |   |                       |                  |
| <b>The City Together Strategy</b>  | <b>Corporate Plan</b>   |                           | <b>Departmental Strategic Aims</b>  |                       |                  |
| <ul style="list-style-type: none"> <li>• City which supports our communities.</li> <li>• City which protects, promotes and enhances our environment.</li> <li>• City which is safer and stronger.</li> </ul> | <u>Corporate Plan 2013-17</u><br><b>Strategic Aims:</b> SA1 SA2 & SA3<br><u>Key Policy Priorities:</u> KPP1 & KPP2 & KPP4   |                           | To provide an integrated service to City developers and occupiers from pre-construction to demolition;<br><br>To improve external communications and actively engage with City residents, workers and visitors;<br><br>To respond to changes in demand for and usage of the City's streets and streetscene. |                       |                  |
| <b>Actions/Milestones</b>  | <b>Target Date</b>  | <b>Measure of Success</b> |   | <b>Responsibility</b> | <b>Resources</b> |
| Provide a vision for a smarter future City to provide a context for specific projects. Ensure Local Plan and other strategies support the vision   | June 2015   | Member support for vision | Policy & Performance Director   |                       | Officer time     |
| Create virtual model of the Eastern cluster of tall buildings to improve understanding of its current and future context   | June 2015   | Model in use              | Assistant Director (Design)   |                       | Officer time     |

|  |                      |                                    |  |              |
|--|----------------------|------------------------------------|--|--------------|
| Implement Superfast City Programme to:<br>1. improve wired broadband services<br>2. improve wireless network coverage<br>Need to consider assets in the public realm, e.g., street lights, CCTV, bins, and the effect on the built environment | Oct 2015<br>Oct 2015 | Engage supplier<br>Asset marketing | All Directors<br>P&P Director<br>T&PR Director<br>Chief Planning Officer | IS Director  |
| Consider the scope to use new technology and better data management to improve efficiency and effectiveness of DBE services  | Sept 2015            | Improvements identified            |  | Officer time |

|  |  |   |  |   |
|--|--|---|--|---|
| <b>Objective</b>   | <b>Improve departmental and corporate data sharing and use of GIS to provide an overview of expected medium term change in the City's built environment, streets and public realm</b>  |   |  |   |
| <b>Priority and rationale (why are you doing it?)</b>  | <ul style="list-style-type: none"> <li>• We have spatial data which is currently underused. We want to make this information more widely available. We need to alert people to the potential of GIS, and help them to imagine where it might be useful to them.</li> <li>• To improve departmental and corporate data sharing and use of GIS to provide an overview of expected medium term change in the City's built environment, streets and public realm.</li> <li>• Improved data sharing will lead to better informed decision making, better coordinated policy implementation &amp; project delivery and better service delivery in the public realm.</li> </ul> |   |  |   |
| <b>Supporting:</b>   |  |   |  |   |
| <b>The City Together Strategy</b>  | <b>Corporate Plan</b>  | <b>Departmental Strategic Aims</b>  |  |   |
| <ul style="list-style-type: none"> <li>• City which supports our communities.</li> <li>• City which protects, promotes and enhances our environment.</li> <li>• City which is safer and stronger.</li> </ul> | <u>Corporate Plan 2013-17</u><br><b>Key Policy Priorities: KPP1 &amp; KPP2</b>   | <p>To provide an integrated service to City developers and occupiers from pre-construction to demolition;</p> <p>To manage all activities and services that relate to the City's streets, especially utility works and minimise their impact upon road danger and congestion.</p> |  |   |
| <b>Actions/Milestones</b>  | <b>Target Date</b>   | <b>Measure of Success</b>   | <b>Responsibility</b>                                      | <b>Resources</b>  |
| Rework business processes to make GIS the core data repository with regard to ... <ul style="list-style-type: none"> <li>- Public realm maintenance agreements</li> </ul>                                    | Aug 2015   | New processes implemented & real-time maps available to all interested parties  | Primary: Director (Transportation & Public Realm)          | Officer time (both GIS team and within Transportation & Public Realm) |
| <ul style="list-style-type: none"> <li>- Highway/City Walkway dedication &amp; stopping-up</li> </ul>  | Oct 2015   |   | Supporting: Director (Policy & Performance), Corporate GIS |   |
| <ul style="list-style-type: none"> <li>- Public Realm projects / schemes / strategies</li> </ul>   | Jun 2015   |   |  |   |

|   |  |  |  |  |
|---|--|--|--|--|
| <ul style="list-style-type: none"> <li>- Permanent Traffic Orders</li> <li>- Loading &amp; Waiting Traffic Management Orders</li> </ul> | <p>Dec 2015<br/>Dec 2015<br/><br/>Mar 2016</p>   | <p>Convert paper to map-based process<br/>Use for new orders</p> | <p>Manager</p>   | <p>TMO Team Leader<br/>Parking Ticket Office Manager</p>                             |
| <p>Rework the Public Access Map Change Control Process to make GIS the core data repository.</p>  | <p>Oct 2015</p>                                  | <p>New Public Access Map Change Control Process implemented</p>  | <p>Director (Policy &amp; Performance)</p>   | <p>Officer time (both GIS team and within the Monitoring &amp; Information team)</p> |
| <p>Implementation of GIS at Epping Forest</p>   | <p>To be agreed with Director of Open Spaces</p> | <p>Improved communication and sharing of spatial data.</p>       | <p>Primary: Director of Open Spaces<br/><br/>Supporting: Director (Policy &amp; Performance)</p> | <p>Officer time (both GIS team and within the Epping Forrest team)</p>               |
| <p>Use of strategic traffic management information for long term programme management purposes</p>                                      | <p>Sep 2015</p>                                  | <p>Long term co-ordination of works and schemes</p>              | <p>Assistant Director of Highways</p>  | <p>Officer time</p>  |

|  |   |  |  |  |
|--|---|--|--|--|
| <b>Objective</b>   | <b>Implement the City's Community Infrastructure Levy (CIL).</b>  |  |  |  |
| <b>Priority and rationale (why are you doing it?)</b>  | <ul style="list-style-type: none"> <li>Ensure developments are accompanied by appropriate infrastructure investment including enhancements to the City's built environment, streets and public realm. This will include managing the transition from the current approach to planning obligations and the legacy of historic planning obligations.</li> </ul> |  |  |  |
| <b>Supporting:</b>   |   |  |  |  |
| <b>The City Together Strategy</b>  | <b>Corporate Plan</b>   |  | <b>Departmental Strategic Aims</b>   |  |
| <ul style="list-style-type: none"> <li>City which supports our communities.</li> <li>City which protects, promotes and enhances our environment.</li> <li>City which is safer and stronger.</li> </ul> | <u>Corporate Plan 2013-17</u><br><u>Strategic Aims: SA1 &amp; SA2</u><br><u>Key Policy Priorities: KPP1 &amp; KPP3</u>  |  | To provide an integrated service to City developers and occupiers from pre-construction to demolition; |  |
| <b>Actions/Milestones</b>  | <b>Target Date</b>  | <b>Measure of Success</b>  | <b>Responsibility</b>  | <b>Resources</b>   |
| Implement, administer and monitor the City CIL   | May 2015<br><br>June 2015<br><br>December 2015  | Procuring appropriate administration and monitoring software<br>Issuing of demand notices in line with City CIL<br><br>Review of processes | Chief Planning Officer<br>Asst. Director Planning Policy<br>S106 Planning Officers                     | Approx. £30k<br>Support from IS and Chamberlains staff<br>CPD for Officers |
| Review and update the Planning Obligation SPD to reflect changes in policy and practice.   | Review and update as necessary  | Implementation complete, and published on <a href="http://www.cityoflondon.gov.uk">www.cityoflondon.gov.uk</a>                             | Asst. Director Planning Policy<br>Chief Planning Officer<br>S106 Planning Officers                     | Support from Chamberlain's Dept and legal staff                            |

|  |   |   |  |                     |
|--|---|---|--|---------------------|
| <b>Objective</b>   | <b>Improving coordination in the use of planning conditions</b>   |   |  |                     |
| <b>Priority and rationale (why are you doing it?)</b>  | <ul style="list-style-type: none"> <li>• Technological change is creating new ways of communicating for workers, visitors and residents, and new ways of collecting and analysing data with scope for better service delivery and urban management.</li> <li>• City needs to adapt its built environment and public realm to complement new technology so that it remains a leading international business centre</li> <li>• Intensified use of the public realm for work and leisure will need greater use of smart technology for better service delivery and better urban management.</li> </ul> |   |  |                     |
| <b>Supporting:</b>   |   |   |  |                     |
| <b>The City Together Strategy</b>  | <b>Corporate Plan</b>   |   | <b>Departmental Strategic Aims</b>   |                     |
| <ul style="list-style-type: none"> <li>• City which supports our communities.</li> <li>• City which protects, promotes and enhances our environment.</li> <li>• City which is safer and stronger.</li> </ul> | <u>Corporate Plan 2013-17</u><br><u>Strategic Aims: SA1 &amp; SA2</u><br><u>Key Policy Priorities: KPP1 &amp; KPP3</u>  |   | To provide an integrated service to City developers and occupiers from pre-construction to demolition; |                     |
| <b>Actions/Milestones</b>  | <b>Target Date</b>  | <b>Measure of Success</b>   | <b>Responsibility</b>  | <b>Resources</b>    |
| Circulate a discussion document that identifies the different responsibilities of the teams and divisions and matters that are known to need addressing.   | 30 April 15   | Document circulated to all divisional Directors and Ass Directors | Asst. Director Planning Change Management  | Officer time in DBE |
| Working Party to consider the discussion document.   | 31 May 15   | Issues identified   | Asst. Director Planning Change Management  | Officer time in DBE |
| Put in place measures to ensure the matters identified are dealt with.   | 31 July 15  | All relevant matters are covered prior to development starting.   | All Divisional Directors & Asst. Directors   | Officer time in DBE |
| Review and update processes.   | 30 April 16   | Successful implementation   | Asst. Director Planning Change Management  | Officer time in DBE |



|  |  |  |   |   |
|--|--|--|---|---|
| <b>Objective</b>   | <b>To prepare and implement new procedures for the submission of project spending bids and their prioritisation by the Priorities Board (Capital Projects) or relevant service committee</b>   |  |   |   |
| <b>Priority and rationale (why are you doing it?)</b>  | <ul style="list-style-type: none"> <li>Ensure developments are accompanied by appropriate infrastructure investment including enhancements to the City’s built environment, streets and public realm. This will need new procedures for the submission and prioritisation of project spending bids taking account of diverse funding sources including City CIL, legacy planning obligations and on-street parking reserve.</li> </ul> |  |   |   |
| <b>Supporting:</b>   |  |  |   |   |
| <b>The City Together Strategy</b>  | <b>Corporate Plan</b>  | <b>Departmental Strategic Aims</b>   |   |   |
| <ul style="list-style-type: none"> <li>City which supports our communities.</li> <li>City which protects, promotes and enhances our environment.</li> <li>City which is safer and stronger.</li> </ul> | <u>Corporate Plan 2013-17</u><br><u>Strategic Aims: SA1 &amp; SA2</u><br><u>Key Policy Priorities: KPP1 &amp; KPP3</u>   | To provide an integrated service to City developers and occupiers from pre-construction to demolition; |   |   |
| <b>Actions/Milestones</b>  | <b>Target Date</b>   | <b>Measure of Success</b>  | <b>Responsibility</b>                                 | <b>Resources</b>                            |
| Prepare, agree and communicate procedure notes on the submission of capital project spending bids to Priorities Board (capital projects) or relevant service committee                                 | June 2015  | Agreed note on website   | Policy & Performance Director and DBE Head of Finance | Officer time in DBE and Chamberlain’s Dept. |
| Prepare, agree and communicate procedure notes for applications to spend the City CIL ‘neighbourhood’ funds  | June 2015  | Agreed note on website   | Policy & Performance Director and DBE Head of Finance | Officer time in DBE and Chamberlain’s Dept. |
| Model development pipeline to forecast future City CIL, planning obligations and other income to inform prioritisation process   | June 2015  | Quarterly reports to Priorities Board  | Policy & Performance Director and DBE Head of Finance | Officer time in DBE and Chamberlain’s Dept. |
| Monitor actual City CIL, planning obligations and other income and spending to inform prioritisation process   | June 2015  | Quarterly reports to Priorities Board  | DBE Head of Finance                                   | Officer time in DBE and Chamberlain’s Dept. |

|   |           |  |   |   |
|---|-----------|--|---|---|
| Agree procedure note on how DBE capital spending bids will be prepared and prioritised before submission.   | June 2015 | Note agreed.                                   | Policy & Performance Director assisted by other Directors   | Officer time in DBE.                        |
| Review planning obligations funds received and confirm commitments in signed agreements. Establish planning obligations funds available for local community facilities and the environment and for transport improvements, sums spent, timescale for spend of remainder and accrued interest. | June 2015 | Review completed; subsequent change monitored. | Transport and Public Realm Director and DBE Head of Finance | Officer time in DBE and Chamberlain's Dept. |
| Review process for accessing commuted sums (on going revenue costs) for cleaning and maintenance of street enhancement projects.  | Sept 2015 | Review completed                               | Transport and Public Realm Director and DBE Head of Finance | Officer time in DBE and Chamberlain's Dept. |
| Identify and agree prestige locations for enhanced cleansing/maintenance  | Sept 2015 | Locations identified                           | Transport and Public Realm Director                         | Officer time in DBE.                        |

## Departmental Key Performance Indicators

|  |   | Target<br>14/15                    | Target<br>15/16                    |
|--|---|------------------------------------|------------------------------------|
| <b>Transportation &amp; Public Realm</b> |   |                                    |                                    |
| NI 191                                   | To reduce the residual annual household waste per household.  | 373.4kg                            | 373.4kg                            |
| NI 192                                   | Percentage of household waste recycled.   | 43%                                | 43%                                |
| NI 195                                   | Percentage of relevant land and highways from which unacceptable levels of litter, detritus, graffiti and fly-posting are visible.  | 2%                                 | 2%                                 |
| LTR2                                     | Percentage of valid PCN debts recovered.  | 80%                                | 80%                                |
| LTR3a                                    | Respond to percentage of PCN correspondence within 10 days.   | 90%                                | 90%                                |
| TPR1                                     | No more than 3 failing KPI's, per month on new Refuse and Street Cleansing contract   | <9 per quarter                     | <9 per quarter                     |
| TPR2                                     | No more than 3 failing KPI's, per month on new Highway Repairs and Maintenance contract.  | <9 per quarter                     | <9 per quarter                     |
| TPR3a                                    | To reduce the number of persons killed or seriously injured in road traffic collisions to a three-year rolling average of 32.9 casualties per annum by 2016.<br>(Base data - This represents a reduction of 33.4% from the 2004–2008 average of 49.4 killed or seriously injured casualties per annum.) | 32.9 casualties per annum by 2016  | 32.9 casualties per annum by 2016  |
| TPR3b                                    | To reduce the total number of persons injured in road traffic collisions to a three-year rolling average of 294.9 casualties per annum by 2016.<br>(This represents a reduction of 20.0% from the 2004–2008 average of 368.6 casualties per annum.)   | 294.9 casualties per annum by 2016 | 294.9 casualties per annum by 2016 |

| <b>District Surveyor's (Building Control)</b> |   |                                |                                  |
|---|---|--------------------------------|----------------------------------|
| LBC1  | To monitor targets for approval turnarounds for both standard applications and report to committee quarterly. (90% within 19 working days).   | 90%                            | 90%                              |
| LBC2  | To monitor targets for approval turnarounds for non-standard applications and report to committee quarterly. (90% within 26 working days).  | 90%                            | 90%                              |
| LBC3  | To issue a completion certificate within 10 days of the final inspection of completed building work in 90% of eligible cases.   | 90%                            | 90%                              |
| <b>Planning Policy</b>                        |   |                                |                                  |
| PP1   | Implement and keep under review the City's Community Infrastructure Levy (CIL) and s106 planning obligations to support the City's economic role and statutory local authority functions        | n/a                            | Review April 2016                |
| PP2   | Scope the need for review or alteration to the Local Plan by Oct 2015, adopting revised Local Development Scheme and Statement of Community Involvement by March 2016.                          | n/a                            | March 2016                       |
| PP3   | Publish development pipeline information bi-annually (June & Dec) and publish monitoring reports on Local Plan policies by Oct 2015.  | n/a                            | October 2015                     |
| PP4   | Submit address and street gazetteer updates to the national hub at new Bronze standard and maintain Green status for development monitoring submissions to the London Development Database.     | Old Gold standard Green status | New Bronze standard Green status |
| PP5   | Ensure internal and public-facing GIS services are available 98% of the working day (excluding IS service disruptions) and implement a "mobile friendly" GIS for use internally and externally. | 98%                            | 98%                              |
| PP6   | Process all standard land charge searches within 6 working days.  | 100% in 7 days                 | 100% in 6 days                   |

| <b>Development Management</b> |  |      |      |
|-------------------------------|--|------|------|
| DM1a                          | Process 65% of minor planning applications within 8 weeks  | 65%  | 65%  |
| DM1b                          | Process 75% of other planning applications within 8 weeks  | 75%  | 75%  |
| DM1c                          | Negotiate with applicants such as to be in a position to recommend 95% of all planning applications                    | 95%  | 95%  |
| DM2                           | To seek a BREEAM status of Excellent or above on all relevant planning applications                                    | 100% | 100% |
| DM6                           | Provide access observations to 95% planning applications within 14 days of receipt of information                      | 95%  | 95%  |
| DM7                           | To manage responses to requests under the Freedom of Information act within 20 working days. (Statutory target of 85%) | 85%  | 85%  |
| DM8                           | Investigate 90% of alleged breaches of planning control within 10 working days of receipt of complaint.                | 90%  | 90%  |

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**Main contacts and Responsibilities:**

| <b>Responsibility</b>   | <b>Name</b>                  | <b>Ext</b> |
|---|------------------------------|------------|
| Access Team   | Rob Oakley                   | 3795       |
| Aldgate Public Realm & Events   | Daniel Nelson                | 3529       |
| Archaeology   | Kathryn Stubbs               | 1447       |
| Barbican Listed Building Management Guidelines                            | Petra Sprowson               | 1147       |
| Barbican Public Realm   | Trent Burke                  | 3986       |
| Building Control  | David Clements               | 1949       |
| Building Site Activity  | Ian Hughes                   | 1977       |
| Business Continuity   | Richard Steele               | 3150       |
| Business Planning   | Elisabeth Hannah             | 1725       |
| Business Risk Register  | Richard Steele               | 3150       |
| City Development Plan review  | Peter Shadbolt               | 1038       |
| City Transportation   | Iain Simmons                 | 1151       |
| Clean City Awards Scheme  | Jim Graham                   | 4972       |
| Complaints  | Elisabeth Hannah             | 1725       |
| Conservation Area Advisory Committee                                      | Clive Cornwell/Gwyn Richards | 1922/1709  |
| Conservation Areas, Character Summaries, Supplementary Planning Documents | Kathryn Stubbs               | 1447       |
| Considerate Contractor Scheme   | Giles Radford                | 3924       |
|   |                              |            |
| Corporate Geographical Information System (GIS)                           | Richard Steele               | 3150       |
| Corporation Car Parks   | Kay English                  | 1572       |
|   |                              |            |
| Cycling Strategy  | Iain Simmons                 | 1151       |
| Dangerous Structures  | David Clements               | 1949       |
| Demolition Notices  | Andrew Kendrick              | 3900       |
|   |                              |            |
|   |                              |            |
|   |                              |            |
|   |                              |            |
| Development Management  | Ted Rayment                  | 1705       |
| Development monitoring & London Development Database submissions          | Stuart O'Callaghan           | 1843       |
| District Surveyors  | David Clements               | 1949       |
| Eastern City Cluster  | Trent Burke                  | 3986       |
| Emergency Planning  | Bill Welch                   | 1939       |
| Environmental Enhancement   | Victor Callister             | 3468       |
| Events in the City  | Kay English                  | 1572       |
| Fire Risk Assessments   | Bill Welch                   | 1939       |
| Freedom of Information  | Elisabeth Hannah             | 1725       |
| Golden Lane Listed Building Management Guidelines                         | Petra Sprowson               | 1147       |
| Graphics Team   | Dominic Strickland           |            |
| Hazardous Waste/Pan London Contract                                       | Jim Graham                   | 4972       |

|  |                      |      |
|--|----------------------|------|
| Health & Safety  | Elisabeth Hannah     | 1725 |
| Hazardous Waste service (Pan-London)                       | Jim Graham           | 4972 |
| Highways Repairs, Maintenance, Drainage and Resurfacing    | Giles Radford        | 3924 |
| Information Asset Owner                                    | Richard Steele       | 3150 |
| Land Charges   | Amanda Harcourt      | 1175 |
| Licences and Permits for Highways Works                    | Ian Hughes           | 1977 |
| Listed Buildings, Heritage at Risk                         | Kathryn Stubbs       | 1447 |
| Local Transportation                                       | Iain Simmons         | 1151 |
| Local Land & Property Gazetteer & Local Street Gazetteer   | Stuart O'Callaghan   | 1843 |
| Marriage Licence Advice                                    | David Withington     | 1947 |
|  |                      |      |
| Parking Enforcement  | Kay English          | 1572 |
| Parking Ticket Office                                      | Stuart McGregor      | 1035 |
| Planning Enforcement                                       | Susan Bacon          | 1708 |
| Planning Obligations (S106/CIL)                            | Chhaya Patel         | 1191 |
| Planning Policy  | Peter Shadbolt       | 1038 |
| Policy liaison with Government, Mayor, and London Boroughs | Peter Shadbolt       | 1038 |
| Public Art Proposals and commissioning                     | Victor Callister     | 3468 |
| Public Conveniences  | Jim Graham           | 4972 |
| Quality Management System                                  | Geoff Martin         | 1962 |
| Recycling Policy   | Doug Wilkinson       | 4998 |
| Riverside Walk Enhancements                                | Melanie Charalambous | 3155 |
| Road Closures  | Ian Hughes           | 1977 |
| Road Safety  | Iain Simmons         | 1151 |
| Strategic Transportation                                   | Andy Phipps          | 3229 |
| Street Cleansing   | Jim Graham           | 4972 |
| Street Enforcement   | Jim Graham           | 4972 |
| Street Lighting  | Giles Radford        | 3924 |
| Street Naming and Building Numbering                       | Stuart O'Callaghan   | 1843 |
| Street works   | Ian Hughes           | 1977 |
| Trees  | Susan Bacon          | 1708 |
| Vehicle Maintenance – Fleet advice and Hire                | Jim Graham           | 4972 |
| Waste Collection and Disposal                              | Jim Graham           | 4972 |
| Waste Strategy   | Doug Wilkinson       | 4998 |



|  |                          |
|--|--------------------------|
| <b>Committee(s)</b>  | <b>Dated:</b>            |
| Planning and Transportation Committee - for decision)<br>Policy and Resources Committee - for decision     | 14/04/2015<br>30/04/2015 |
| <b>Subject:</b><br>Barbican and Golden Lane Area Enhancement Strategy:<br>Draft Area Strategy consultation | <b>Public</b>            |
| <b>Report of:</b><br>Director of the Built Environment   | <b>For Decision</b>      |

## Summary

This report sets out details of the planned public consultation exercises to aid the development of Barbican Area Strategy Review. Copies of the draft strategy are available in the Member's Reading Room.

An Interim Findings Report was presented to committee on 24 February 2015 which analysed feedback from the pre-consultation information gathering process. Through the consultation it was clear that the inclusion of Golden Lane within the title of the strategy was felt to be more appropriate and representative. Fifteen key findings emerged from analysis of the feedback which cover comprehensively the issues raised by all who provided feedback through the Barbican Area Strategy Review.

Five key objectives (below) have been approved by Planning and Transportation Committee as a method for assessing whether proposals within the strategy or related projects are delivering the broadest scope of benefits.

1. Meeting the needs of infrequent visitors.
2. Meeting the needs of residents, regular visitors and workers.
3. Improving the quality of outdoor streets and spaces. Reducing road danger and retaining network resilience.
4. Preserve existing qualities and values of the estates, including the historic environment.
5. Enhance the presence of Cultural Hub.

The draft area strategy document contains a delivery plan which proposes a series of environmental enhancements and other projects within four programmes of work:

- Beech Street
- Outside estates
- Within estates
- Wayfinding and arrival

The projects proposed are intended to improve the quality of the public realm and the overall experience for visitors and residents in and through the area. Particular regard has been given to the impact of local developments, Cultural Hub concerns and Crossrail.

Officers propose to begin an 8 week consultation period on 8th May and will utilise a variety of methods as set out in Appendix 2. The approach will closely follow the Barbican consultation strategy agreed with residents and existing successful consultation exercises conducted for other area strategies. There will also be specific

measures to ensure that residents are given a broad range of opportunities to access information and respond in writing to the consultation.

The following table sets out the full costs of the consultations and preparations leading to the adoption of the area strategy.

| <b>Table 1 – Financial summary</b>       |                            |                                     |                 |
|--|----------------------------|-------------------------------------|-----------------|
| <i>Item description</i>                  | <i>Approved budget (£)</i> | <i>Revised estimated budget (£)</i> | <i>Variance</i> |
| Consultants costs                        | 207,439                    | 198,406                             | 9,033           |
| Staff costs                              | 80,139                     | 80,139                              | 0               |
| Consultation: room hire and refreshments | 7,500                      | 3,934                               | 3,566           |
| Printing and Communication               | 4,000                      | 16,599                              | -12,599         |
| <b>Total</b>                             | <b>299,078</b>             | <b>299,078</b>                      | <b>0</b>        |

Printing and communication costs have increased in anticipation of significant public interest in the area strategy.

**Recommendation(s)**

- 1) That the Draft Barbican and Golden Lane Area Enhancement Strategy be approved for consultation.
- 2) Authority be delegated to the Chairman/Deputy Chairman of the Planning and Transportation Committee to approve details of the display and promotional materials to be used for the consultation.

## **Main Report**

### **Background**

1. A review of the 2008 Barbican Area Strategy was approved by Planning and Transportation Committee on 16 July 2013 and consultants were appointed in October 2013. Members approved the area strategy on the basis that it helped ensure the Barbican area would be able to respond to changes due to the opening of Crossrail, the influence of other development such as London Wall, update the area strategy to reflect changes in the Core Strategy (replaced by the Local Plan) and to support Members' aspirations for a cultural hub.
2. A consultation process was agreed during March and April 2014 with resident's association representatives, ward Members, the Chairman of Streets and Walkways Sub Committee, the Chairman of Planning and Transportation Committee and Members of the Cultural Hub Working Party.
3. Public and stakeholder consultation commenced on 31 July 2014 and closed on 12 September 2014 with over 1300 individual responses received. Additional visitor surveys were carried out by the Museum of London and Barbican Centre which resulted in a total of 4200 responses overall.
4. The Interim Findings Report presented to Planning and Transportation Committee on 24 February 2015 highlighted that feedback fell within fifteen key findings (refer to Appendix 1). The findings cover issues and opportunities associated with environmental quality, pedestrian access, way finding and aspects of value to the local community. Copies of the interim findings report were also made available in the Members' reading room.

### **Current Position**

5. Following internal consultation with City of London officers in Built Environment, City Surveyors, Communities and Libraries, Barbican Estate Office, Town Clerks, Open Spaces, the Barbican Centre and Museum of London, the draft area strategy is now ready for public consultation.
6. Feedback received from briefing sessions held with Members identified in particular the potential role that could be played by Beech Street in helping to reinvigorate the area and the impact of poor way finding on the experience of visitors.
7. Copies of the draft area strategy have been made available in the Members' Reading Room along with the Interim Key Findings report which is referred to in the area strategy to provide supporting evidence for the conclusions drawn by the consultants.
8. Members have already approved five cross cutting objectives as a method for assessing whether proposals within the strategy or related projects are delivering the broadest scope of benefits (refer to Appendix 1). These are:
  - Meeting the needs of infrequent visitors.
  - Meeting the needs of residents, regular visitors and workers.
  - Improving the quality of outdoor streets and spaces. Reducing road danger and retaining network resilience.

- Preserving existing qualities and values of the estates, including the historic environment.
  - Enhancing the presence of the Cultural Hub.
9. Included within the draft strategy is a schedule of proposed projects as they relate to the key findings and the objectives, set out within the following work programme areas:
- Beech Street
  - On the estates
  - Outside the estates
  - Way-finding or arrival issues
10. Each project is expected to deliver against one or more of the objectives outlined in paragraph 8 above and is accompanied by suggested priority, commencement dates and an estimated cost range.
11. For most area strategies already adopted the scope of projects falls within the a five year delivery window. However for this strategy, many of the potential projects are related to changes that will be needed in surrounding properties and therefore a longer timeline has been indicated to enable management of expectations around delivery of significant change. Each project will remain subject to confirmation of funding and Member approval under separate gateway reporting procedures. The objectives are also proposed for work being carried out in relation to delivering the cultural hub.
12. Officers acknowledge that some of the proposals within the area strategy will be challenging to some consultees, however officers have been clear in assessing proposals put forward by the consultants in relation to the evidence base set out in the Interim Findings Report.

### **Consultation proposals**

13. Members previously agreed a two stage engagement process for this area strategy. While the first stage focussed on information gathering, the second stage will be a formal consultation on the draft strategy document.
14. The intended consultation process is set out in Appendix 2, and has been shared with residents' association representatives and Ward Members. The process closely follows the protocol agreed with residents association representatives for the City to carry out consultations on proposals and projects that affect the estates.
15. The consultation will consist of a variety of methods including:
- Flyer-questionnaires delivered to each residence in the strategy area
  - Two public drop in sessions a week at lunchtime and evening at the Barbican Centre,
  - Two public drop in sessions a week during the evening at the Golden Lane community centre,
  - Online consultation web pages and
  - Email updates to interested Members of the public and stakeholders.

Officers will also follow up on any requests made for presentations to groups or individual briefing sessions.

16. In order to assess consultation responses the services of an independent consultancy will be procured, in line with the approach taken in preparing the Interim Key Findings report. To enable this work to be transparent and open to scrutiny only written consultation responses, accompanied by contact details, will be considered. Where additional assistance is required, officers will provide any required support.

### **Corporate & Strategic Implications**

17. The Barbican Area Strategy is expected to be high profile and play an important role in future proofing the City. It will also offer a number of opportunities for the City to both be ambitious in how it addresses long standing issues as well as deliver against a significant number of strategic and corporate objectives.

18. The local plan outlines a vision for the future of the City, citing five themes.

- A world financial and business centre
- Key City Places
- City culture and heritage
- Environmental sustainability
- City communities

Whilst each of these themes relate to the Barbican Area, the Local Plan also highlights five key city places that face particular challenges over the next 20 years. The Barbican Area falls within the Key City Place known as the North of the City (outlined in policy CS5) and the priorities for this area include improvements to transportation including pedestrian movement and cycling, and promoting Barbican.

### **Implications**

19. There are no known major HR or legal implications, however there are many more standard implications related to the delivery of projects of the type that are indicated in the delivery plan, within the area strategy. These will be identified and managed at the time individual projects are initiated.

### **Conclusion**

20. The draft area strategy delivers against the objectives agreed by Members in the initial report of July 2013. The draft area strategy contributes to a significant number of strategic objectives for the City of London and contributes support for Members' aspirations for a cultural hub.

21. Members and residents association representatives have advised there is likely to be a significant amount of public and stakeholder interest in the project. Therefore formal consultation on the draft strategy is recommended.

**Appendices**

- Appendix 1 – Key findings
- Appendix 2 – Proposed approach to consultation.

**Background Papers**

- Report to Planning and Transportation (16 July 2013)
- Issue report to Streets and Walkways (9 June 2014) and Resource Allocation Sub Committee (2 October 2014)
- Update report to Planning and Transportation Committee (24 February 2015)

**Steve Miles**

Project Officer (Contract), Department of Built Environment

T: 020 7332 3132

E: [steve.miles@cityoflondon.gov.uk](mailto:steve.miles@cityoflondon.gov.uk)

## Appendix 1

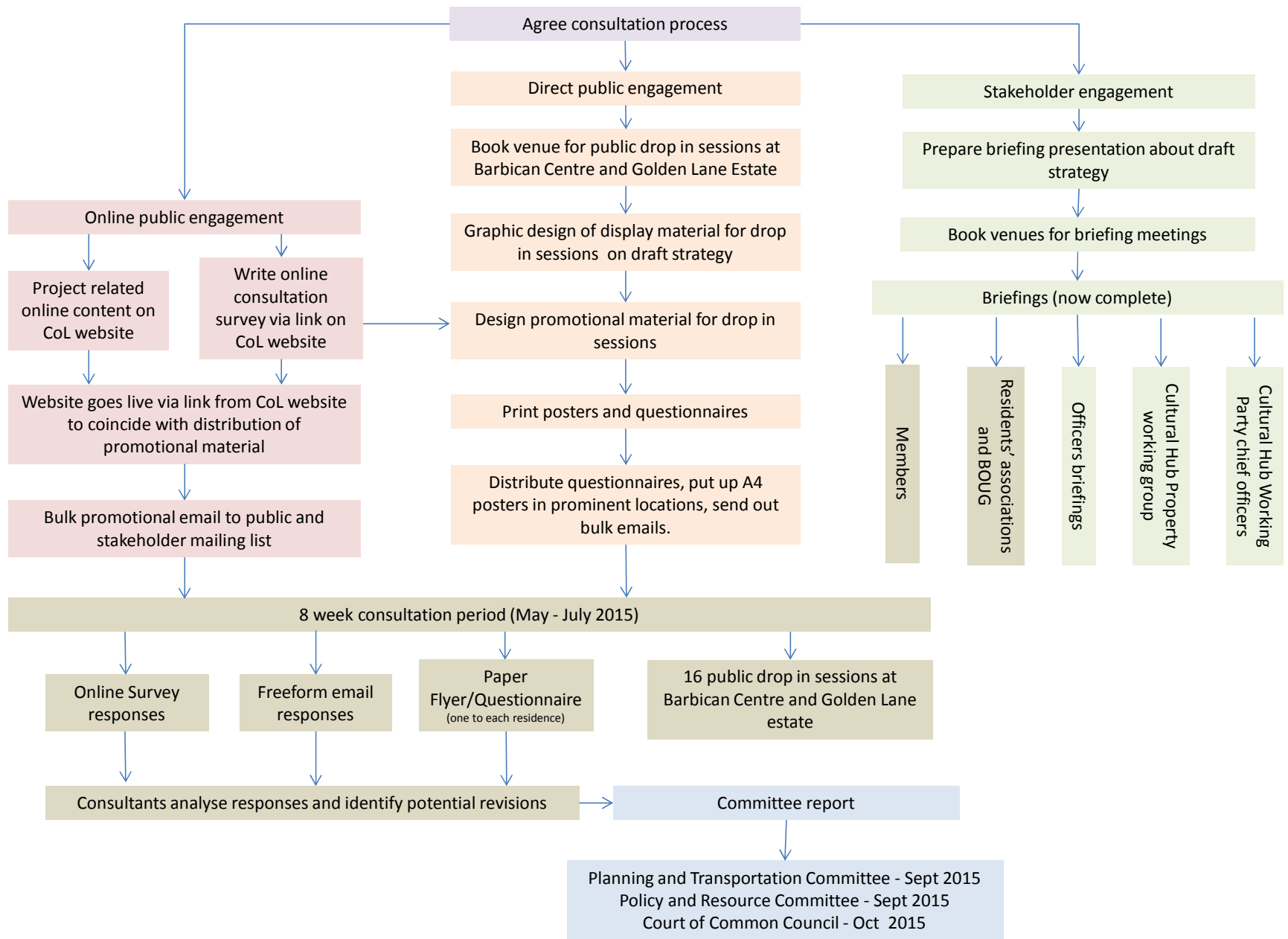
| Key findings   | Objectives  | Work programmes   |
|--|---|---|
| <ol style="list-style-type: none"> <li>1. A mixed neighbourhood</li> <li>2. The barbican's impenetrable edges</li> <li>3. Tranquility and greenery</li> <li>4. The lakeside terrace</li> <li>5. Unique condition of the highwalks</li> <li>6. Complicated wayfinding, poor arrival experience</li> <li>7. Limited and compromised north–south routes through the area</li> <li>8. Heritage value of the built environment</li> <li>9. World-class cultural offer inadequately represented in the public realm</li> <li>10. Inconsistency in condition and upkeep of hard spaces within the estates</li> <li>11. Beech street</li> <li>12. A multitude of car parks and subterranean spaces that affects the public realm</li> <li>13. London wall and aldersgate street</li> <li>14. Compromised connections to surrounding areas and neighbourhoods</li> <li>15. Rapidly changing surroundings</li> </ol> | <ul style="list-style-type: none"> <li>• Preserve existing qualities and values of the estates, including the historic environment</li> <li>• Meeting the needs of infrequent visitors</li> <li>• Meeting the needs of residents, regular visitors and workers</li> <li>• Improving the quality of outdoor streets and spaces. Reducing road danger and retaining network resilience</li> <li>• Enhance the presence of Cultural Hub</li> </ul> | <p>Beech Street</p> <p>Outside estates</p> <p>Within estates</p> <p>Way finding and arrival</p> |

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## Appendix 2: Barbican Area Strategy Review: Draft strategy consultation process

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|---|------------------------|
| <b>Committee(s):</b>  | <b>Date(s):</b>        |
| Planning & Transportation   | 14 April 2015          |
| <b>Subject:</b><br>Introduction of Body Worn Cameras (Bodycams): Civil Enforcement Officers (Parking)   | <b>Public</b>          |
| <b>Report of:</b><br>Director of the Built Environment  | <b>For Information</b> |
| <b><u>Summary</u></b>   |                        |
| <p>Working in partnership with Vinci Park Services UK Ltd, the City is introducing Body Worn Cameras (Bodycams) for Civil Enforcement Officers (CEOs). The implementation of this technology will be reviewed after six-months to determine if they have a protective effect in reducing the number of violent incidents towards CEOs. In addition the review period will allow other potential benefits such as improved visibility of enforcement, improved customer service, and more efficient parking and traffic management to be assessed.</p> <p>The CEOs are employed by Vinci Park Services who are contracted to provide parking and traffic enforcement on behalf of the City of London Corporation, under an Agreement dated 24<sup>th</sup> February 2014 (“the Agreement”). The CEOs perform a key role in maintaining road safety and traffic flows in the City by encouraging motorists to comply with the parking and traffic regulations. The introduction of Bodycams is expected to bring about efficiencies in enforcement of these regulations, and consequential traffic management benefits.</p> |                        |
| <b>Recommendations</b>  |                        |
| <p>Members are asked to note the introduction of Body Worn Cameras on 1 May 2015 with a review after six months; the outcome of the review period will be reported back to Members in the autumn.</p>   |                        |

## **Main Report**

### **Background**

1. Body Worn Cameras (Bodycams) have been routinely used by local authorities for parking enforcement for several years to capture both video and audio information. A recent survey undertaken showed that such technology is used for parking enforcement in at least 12 London authorities most of which contract out their service to a third party provider. The equipment has been shown to improve safety, reduce crime and anti-social behaviour as well as improving the

delivery of parking and traffic services through improved efficiency, and better management of complaints and investigations.

2. CEOs perform a key role in maintaining road safety and traffic flows in the City of London by encouraging motorists to comply with parking and traffic regulations. This brings them into regular contact with the public often in highly charged circumstances. The introduction of Bodycams allows the interaction and contact they have with the general public in certain situations to be recorded in an indisputable format.
3. CEOs are subject to varying degrees of abuse on a daily basis whilst carrying out their duties. Some of this abuse is serious e.g. physical or racial. Vinci Park Services ensures their CEOs are trained to diffuse difficult situations, which means that the number of incidents of actual physical abuse in the City is not high. However there are 2-3 reported incidents a month where CEOs are subject to serious verbal abuse (including racial abuse) or attacked causing actual bodily harm; the introduction of Bodycams is anticipated to reduce this. In the spirit of safety leadership, partnership and continuous improvement, it is a positive development for the City to ensure, as is reasonably practicable, the health and safety of its contractors is enhanced.
4. In addition, difficulties sometimes arise in dealing with challenges to PCNs where there are disputes of fact regarding conversations and other interactions between motorists and the CEO. These can currently take significant resources to address. It is anticipated that the availability of footage recording such interactions will help to reduce or prevent the number of such disputes and assist in resolving them efficiently and effectively when they arise. Bodycams are also expected to improve service delivery by minimising the frequency and duration of potentially aggressive interaction between the motorist and the CEO, allowing CEOs to undertake their duties more efficiently. This in turn has a positive effect in maintaining traffic flows and reducing congestion ensuring the City fulfils its statutory Network Management Duty. This is regarded as particularly important at a time when exceptionally high demand on the road network is anticipated, particularly in respect of important infrastructure projects.
5. The introduction of Bodycams also has the following benefits:
  - The provision of contemporaneous visual and audio recordings of enforcement activities to assist with the consideration of challenges, and appeals to Penalty Charge Notices (PCNs) improving the quality of investigation and decision making regarding cancellation.
  - Improved training for CEOs; City of London officers, CEO trainers and supervisors can utilise the equipment to review and improve how incidents and parking contraventions are handled
  - Documented evidence of conversations with the public, which will improve fairness, transparency and accountability in the management of complaints. It provides objective evidence of controversial events offering protection to both the general public and the CEO

- Provision of reliable evidence to the Police and City Officers of assaults and abuse against CEOs
- Assist in carrying out the City's public sector equality duty by seeking to reduce or eliminate racist abuse directed at CEOs.

### **Operational Use of Bodycams**

6. CEOs will not use Bodycams for monitoring and recording of all activity on a continuous basis e.g. as part of their routine patrols as this would be disproportionate. Instead the Bodycam will be switched on when a PCN is issued for a parking contravention and when there is contact with the motorist or general public. The equipment is fitted to the CEO's uniform.
7. The CEO will make a verbal announcement to indicate that the Bodycam is in use or about to be activated (where it is safe to do so). The CEOs will make the announcement clearly and in a straightforward language that can be easily understood by the general public. Once the PCN is issued or the incident is concluded, the CEO will switch off the device.
8. Bodycams will only be deployed in an overt manner by CEOs who have been trained in its use. The Bodycams will be clearly displayed, and there will be a label on the equipment to indicate that recording is in progress. CEOs will receive training in all the necessary technical aspects of the equipment being used, and legislation such as the Data Protection Act 1998 (DPA). Only those who have received the training will be permitted to use the equipment.

### **Privacy**

9. Whilst this technology is routinely used in parking enforcement, it is recognised that there might be concerns regarding personal privacy issues particularly as the Bodycam equipment would not necessarily be identified as a camera especially from a distance.
10. The Information Commissioner's Office (ICO) recommends that a Privacy Impact Assessment (PIA) is completed to ensure compliance with the Data Protection Act 1998 (DPA). A PIA is a process which helps to anticipate and address likely impacts of a project, and to identify solutions to minimise the risk of personal intrusion. A PIA in respect of the introduction of this technology has been undertaken and detailed in Appendix 1. The PIA will be continually updated to take into account operational changes that might emerge overtime, and incorporate both internal and external feedback received during the six months review period.
11. The Body Worn Camera Protocol outlines best practice guidelines and advice for using Bodycams and utilising the material recorded. The adherence to this Protocol will be a requirement of the current agreement between the City and Vinci Park Services who will be operating the Bodycams on behalf of the City. The Protocol will ensure:

- That the deployment and usage of Bodycams, including the process of the capture, retention, and sharing of any data complies with relevant legislation and good practice
- On-going compliance with any data protection good practice note as may be released from time to time by the ICO
- That captured and retained images and sounds are suitable evidential quality
- Information is stored safely and securely

### **Financial & Risk Implications**

12. The purchase of the equipment is jointly funded between the City and Vinci Park Services and supplied by Edesix who are a specialist provider of this type of equipment for parking enforcement. Although jointly purchased, the equipment remains the property of City of London and maintained by Vinci Park.
13. The City funding is from a departmental carry-forward provision from 2013/14 budget.

### **Legal Implications**

14. The Protocol for the use of Bodycams must comply with the Data Protection Act 1998, which regulates the processing of personal data. The Freedom of Information Act 2000 provides for a general right of access to information, which is not personal data held by public bodies. The Human Rights Act 1998, Article 6 (right to a fair trial) requires recordings that might have the potential to be used in court proceedings, to be safe guarded i.e. need an audit trail. Article 8 (right to respect for private life) requires that recordings, which may potentially be private, must not go beyond what is necessary.
15. The Agreement provides for variations to be dealt with by way of a Change Request. The Change Request will place an obligation upon Vinci Park Services UK Ltd to take account of, and comply with a Protocol for the use of Body Worn Cameras, setting out how the equipment will be used by Vinci Park Services UK Ltd during the six month trial period. Any breach of the Protocol will be regarded as fundamental, which might ultimately result in termination of the Agreement. The Change Request will also incorporate any changes required to Vinci's Data Protection Access Controls Policy and Data Retention Schedule.
16. All captured data will be processed to comply with the Data Protection Act 1998, and adherence to ICO guidance. The City recognises the risk of enforcement action, which could be taken under the Data Protection Act 1998 should any processing breach occur.
17. For data protection purposes, the City of London is the Data Controller (the responsible party) and Vinci Park Services is the Data Processor in relation to

the personal information being processed through Bodycams. This is consistent with other data that is stored and used by the City's contractor for processing PCNs and the provisions are covered in formal contract between both parties.

### **Strategic Implications**

18. The introduction of Bodycams contributes towards the provision of an efficient and high quality local service for workers, residents and visitors in the Square Mile by improving efficiency of working, minimising threats towards CEOs and improving the quality of investigation in relation to complaints, challenges and appeals to PCNs. It also supports the City's Core Value of working in partnership with its contractors and service providers.

### **Consultees**

19. The Town Clerk, the Chamberlain, the Comptroller & City Solicitor, Corporate Health & Safety Section, Transport for London and the Officers in the Department of Built Environment have been consulted in the preparation of this report and their comments included.
20. External consultation and feedback will be encouraged during the six month review period and reported back to Committee in the autumn.

### **Conclusion**

21. This report provides information to Members on the introduction of Body Worn Cameras (Bodycams) for Civil Enforcement Officers as means of improving their personal safety, maintaining traffic flows in the City and also strengthening enforcement of parking and traffic enforcement in the way in which complaints and appeals to Penalty Charge Notices are dealt with. The introduction of Bodycams on 1 May 2015 will be reviewed after six months. The outcome of the review will be subject to separate report and presented to Members at Committee in the autumn.

### **Contact:**

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Appendix 1

|                                       | PRIVACY IMPACT ASSESSEMENT  |   |
|---------------------------------------|---|---|
| <p><b>BODYCAMS &amp; BENEFITS</b></p> | <p><b>Introduction</b></p> <p>It is proposed to introduce Body Worn Cameras on 1 May 2015 for the purposes of parking enforcement with a review period of six months.</p> <p>Body Worn Cameras (Bodycams) are a body worn portable system that can provide an audio and visual record of enforcement activities undertaken by Civil Enforcement Officers (CEOs). This technology is routinely used by local authorities that have contracted out their parking services.</p> <p>Bodycam technology can address a number of needs:</p> <ul style="list-style-type: none"> <li>• Maintaining traffic flows and minimising congestion on City Streets</li> <li>• Improved health and safety of CEOs by reducing the risks of assaults</li> <li>• Training tool</li> <li>• Enhance the integrity, efficiency and effectiveness of parking enforcement</li> <li>• Strengthen the quality of communication with motorists and general public</li> </ul> | <p><b>Supplementary Information:</b></p> <p>Civil Enforcement Officers (CEOs) are employed by Vinci Park Services UK, who provides parking enforcement on behalf of the City of London.</p> |



- Strengthen the quality of evidence to support the issue of a Penalty Charge Notice (PCN) to ensure fairness, transparency and accountability in the appeals process and in dealing with complaints
- Improving the quality of evidence to support police action in the event of physical and verbal assaults on CEOs representing the City of London.

**Improved health and safety of CEOs**

According to findings from the Crime Survey for England and Wales, certain occupational groups, such as police officers and health professionals, who have direct face to face contact with members of the public, are generally at high risk of assault. In addition evidence presented to the London Assembly Parking Enforcement Scrutiny Committee in 2005 noted that assaults on parking attendants (now Civil Enforcement Officers) was rising.

In the last 5 years there have been 121 incidents involving abuse directed at CEOs representing the City of London, which equates to approximately 25 per year. These incidents range from spitting and liquid throwing, verbal abuse e.g. racial and physical abuse such as pushing. This equates to around 2-3 reported serious incidents of physical and verbal abuse every month. The City of London considers this to be unacceptable as CEOs should not be subject to harassment, distress, abuse and threatening behaviour whilst undertaking their duties.

Violent and aggressive attacks on staff leads to loss of time, increased costs as a result of procuring additional staff and legal fees, as well as a reduction in staff morale. Equally for the affected employee the effects

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|   | <p>of a violent incident can be both physical and psychological.</p> <p>In addition to improving safety, Bodycams have also proven to assist in the management of complaints and investigations as can be referenced to the London Borough of Hammersmith &amp; Fulham Transport and Select Committee report. The technology also minimises the frequency and duration of potentially aggressive interaction between the CEO and the motorist, allowing CEOs to go about their duties more efficiently.</p> <p>Bodycams have proven to be an invaluable tool when collecting evidence against abusive drivers or members of the public and their use has reduced the risk of assaults. The contractor, employed by the City of London to provide parking services, has already introduced Bodycams for CEOs in another local authority and noted advantages since the equipment was implemented, particularly in relation to improved health and safety of CEOs.</p> <p><b>Appeals and complaints</b></p> <p>Bodycams will be used to document evidence of parking contraventions and conversations with the public. This will improve fairness, transparency and accountability in the appeals process, and in the management of complaints.</p> | <p>Bodycams will be activated when a Penalty Charge Notice (PCN) is issued to a vehicle that is parked in contravention, and switched off once the PCN has been served.</p> |
| <p><b>COLLECTION, USE &amp; DELETION OF PERSONAL DATA</b></p> | <p>For data protection purposes, the City of London is the Data Controller and Vinci Park Services is the Data Processor in relation to any personal</p>  | <p><b>Supplementary Information:</b></p> <p>Recorded images may include vehicle registration numbers,</p>   |

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|  | <p>information being processed. This is consistent with other data that is stored and used by the City's contractors for processing PCNs and the provisions are covered in the formal contract between the City of London and Vinci Park Services.</p> <p>The City of London is already a notified Data Controller with the Information Commissioner's Office (Registration Number Z5996206), and the registration entry will be updated to reflect the use of the Bodycams prior to their introduction.</p> <p>All recordings will be securely stored in a locked location that is covered by office CCTV to ensure that at all times no unauthorised access will be allowed to the recorded material. All access to stored data will be logged and recorded. The existing CCTV room (controlled) located at Aldersgate Street will be used for this purpose. Data access will be restricted to authorised personnel only, by using unique passwords and logins.</p> <p>Daily recorded footage will be transferred to a secure storage device. The stored data will be kept separately and uniquely identifiable at all times. No footage will be left on the Bodycam devices once it has been transferred to the secure storage device.</p> <p>Stored recordings will be used for the enforcement of PCNs issued by CEOs, and, where necessary, as evidence for the police to follow up physical or verbal assaults on the CEOs performing their duties.</p> <p>There may also be occasions where stored recordings will be used for</p> | <p>occupants of vehicles, pedestrians and employees of Vinci Park or City of London.</p> <p>Only the Contract Manager &amp; Assistant Contract Manager Vinci Park Services will have access to the recorded data.</p> <p>Data will be stored for a maximum of 90 days. There is encrypted security built in to ensure there is no unauthorised access.</p> <p>Data storage will be located at Aldersgate Street with controlled access to authorised personnel.</p> <p>Recorded audio will be in relation to any conversation the CEOs engage in with motorists, members of the public and employees of Vinci Park or the City of London, where such recording is made in line with the</p> |
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|                     | <p>the training of CEOs in certain situations, for example the correct way to issue a PCN or managing a potentially volatile situation. This will be monitored through the four-weekly contract management meetings between the City and Vinci Park.</p> <p>Access, viewing, disclosure and retention of stored data will be controlled by the City of London, and will be in accordance with the Data Protection Act 1998, and any other relevant legislation. The storage and processing of the data will be undertaken by Vinci Park Services in accordance with an agreed Protocol with the City of London.</p> <p>A retention schedule will be in place to ensure that no information is retained for longer than is necessary for its purpose, for example where the PCN is paid without appeal, the appeal process has been exhausted or where the police may need it for evidence purposes.</p> | <p>agreed protocol.</p> <p>In the event of an incident, the reporting procedure is followed and only those incidents of physical abuse or serious verbal abuse such as racial abuse, will be considered for further action i.e. referral to the Police. What constitutes serious verbal abuse is a judgment that will be made by the Authorised Officer.</p> <p>The data will be securely stored for 90 days or longer in the event of an incident that might be investigated by the Police.</p> |
| <b>CONSULTATION</b> | <p>As the equipment would not necessarily be identified as cameras by the public, especially from a distance, members of the public may be unaware that the Bodycam is capable of recording sound. In order to ensure fair processing, it is important that the City of London raise public awareness of the use of Bodycams in its enforcement area, for example, through the City's website.</p>  | <b>Supplementary Information:</b>  |

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|   | <p>Comments from the general public on the use of this technology during the six-month trial period can be made by contacting <a href="mailto:parking.team@cityoflondon.gov.uk">parking.team@cityoflondon.gov.uk</a></p> <p>The initiative will also be publicised via other communication methods such as Twitter, Facebook and News Letters.</p> <p>In the preparation of the PIA, officers in the Department of the Built Environment, Comptroller &amp; City Solicitor, Corporate Health &amp; Safety Officer, Information Officer in the Town Clerk's Department, Transport for London, and other local authorities (who have already introduced such technology) have been consulted.</p> |  |
| <p><b>PRIVACY RISKS AND SOLUTIONS</b></p> | <p><b>Privacy and Related Risks</b></p> <p>A number of risks associated with Bodycams have been identified and consideration given to how these might be minimised:</p> <ul style="list-style-type: none"> <li>• Inadequate disclosure controls increase the likelihood of information being shared inappropriately.</li> <li>• The context in which information is used or disclosed can change over time, leading to it being used for different purposes without people's knowledge.</li> <li>• New surveillance methods may be an unjustified intrusion on</li> </ul>   |  |

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|  | <p>privacy. Measures taken against individuals as a result of collecting information about them might be seen as intrusive.</p> <ul style="list-style-type: none"><li>• Information which is collected and stored unnecessarily, or is not properly managed so that duplicate records are created, presents a greater security risk.</li><li>• If a retention period is not established information might be used for longer than necessary.</li><li>• Non-compliance with the DPA or other legislation can lead to sanctions, fines and reputational damage. Problems which are only identified after the project has launched are more likely to require expensive fixes.</li><li>• Information that is collected and stored unnecessarily, or is not properly managed so that duplicate records are created, is less useful to the business.</li><li>• Public distrust about how information is used can damage an organisation's reputation and lead to loss of business. Data losses which damage individuals could lead to claims for compensation.</li></ul> <p><b>Identified Solutions</b></p> | <p>Monthly audits will be undertaken to ensure that information is managed in</p> |
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|  | <p>A Protocol outlining the detailed procedures for the operational use of Bodycams will be produced to ensure the use of the equipment and the recorded personal data complies with the Data Protection Act.</p> <p>Bodycams will only be deployed in an overt manner, using trained uniformed staff and in defined operational circumstances. The technology will only be deployed in accordance with the Protocol to ensure its use is proportion, necessary and justifiable.</p> <p>All CEOs will wear a visible identification badge alerting to the presence of the Bodycam equipment. The camera will be securely fixed to the CEO's uniform to ensure it cannot easily be removed by a member of the public.</p> <p>The following photograph illustrates the equipment that will be attached to the CEO's uniform:</p> | <p>accordance with the Protocol.</p> <p>Retention of data is 90 days. Audits will be periodically undertaken to ensure that this is not exceeded. There is encrypted security built in so there is no unauthorised access to footage.</p> <p>Each CEO will be assigned their own personal Bodycam. There will be no shared equipment.</p> |
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All captured data will be processed to ensure compliance with the Data Protection Act and other relevant legislation. In cases where recordings of identifiable individuals have taken place, the evidence/recording will only be made available in accordance with the Data Protection Act. This is likely to include employees of the City of London or its contractor, the Police, third parties involved in the handling of PCN appeals.

Any individual who is the subject of a recording, and requests access to it, has a right to do so in line with the sixth data protection principle. This process is known as a subject access request (SAR)

Upon receipt of such a request, the City of London will follow the procedure that will be advertised on its website, which will include satisfying itself that the person requesting access to the recording is the



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|  | <p>same person recorded.</p> <p>All CEOs will receive specific training through Vinci Park Services in all the necessary technical aspects of the equipment being used. This will cover the legal implications, equipment, practical use, (when to commence and cease recording for example) and health and safety information. CEOs will also be trained in identifying the situations in which it is appropriate to use both the video and audio functions of the device or just one of the functions.</p> <p>The CEO will make a verbal announcement to indicate that the Bodycam is activated, and the announcement will include details of the date, time, location, the nature of the incident and include whether it is recording images, sound, or both. CEOs will be instructed to make the announcements clearly and in straightforward language that can be easily understood by the general public.</p> <p>The purpose or purposes for the recording taking place must comply with the purposes listed in the City of London's privacy notice which will be displayed on the website.</p> <p>Recording will commence at the start of any alleged contravention and will continue uninterrupted until the contravention has been fully recorded and the PCN served. If a driver returns and enters into a conversation, the CEO will make them aware that the parking contravention and/or conversation is being recorded.</p> <p>CEOs will not use Bodycams for monitoring and recording of all activity</p> |  |
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on a continuous basis. Nor will the information captured from a Bodycam replace the CEO's pocket book, which remains the primary evidence to support the issue of a PCN. Recording of general patrolling duties will not be made, unless a driver or member of the public approaches the CEO and the CEO believes that individual is being aggressive or there is the potential for aggression. When engaging in non-routine or potentially controvertible conversations, the CEO will announce to the individuals that video and audio recording is taking place.

The contractor will operate a booking in/out procedure for these devices, in a controlled environment providing a full audit trail of the equipment in use. In the event of a lost camera, the contractor is obliged to immediately report it to the City of London's the Authorised Officers (as outlined in the Protocol) who will then notify the City of London's Information Officer. The information lost will then be assessed, and any necessary action will be taken.

The Agreement provides for variations to be dealt with by way of a Change Request. The Change Request will place an obligation upon Vinci Park Services UK Ltd to take account of, and comply with a Protocol for the use of Body Worn Cameras, setting out how the equipment will be used by Vinci Park Services UK Ltd during the six month review period. Any breach of the Protocol will be regarded as a fundamental, which might ultimately result in termination of the Agreement. The Change Request will also incorporate any changes required to Vinci's Data Protection Access Controls Policy and Data Retention Schedule.

At the end of the CEO's shift, the information will be downloaded onto a secure networked computer, which is located at Aldersgate premises. Recorded material will not be disclosed to a third party unless approved,

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|  | <p>and access to recordings will be controlled and approved by City of London Authorised Officers listed in the Protocol.</p> <p>As the equipment would not necessarily be identified as both video and audio cameras by the public, especially from a distance, members of the public may be unaware that the Bodycam is capable of recording images and sound. In order to ensure fair processing of personal information, in accordance with the Data Protection Act, it is important that the City of London raise public awareness of the use of Bodycams in its enforcement area, for example, through the City's website.</p> |  |
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## CONCLUSION

In the spirit of safety leadership, partnership and continuous improvement, it is a positive development for the City to ensure, as is reasonably practicable, the health and safety of its contractors is enhanced. It is proposed to introduce Body Worn Cameras on 1 May 2015 for the purposes of parking and traffic enforcement with a review period of six months. The desirable outcomes include:

- Improved safety for CEOs
- Improved service delivery by minimising the frequency and duration of interactions between the CEO and motorist allowing CEOs to go about their duties more efficiently (Network Management Duty)
- Enhanced quality of service e.g. by identifying training needs
- Evidence for complaints, challenges and appeals in relation to Penalty Charge Notices
- Evidence for prosecution re: verbal or physical abuse towards a CEO

This technology is routinely used by local authorities for the purposes of improved safety and enforcement services as the following table illustrates:

| Local Authority | Year of Introduction | Contractor |
|-----------------|----------------------|------------|
|-----------------|----------------------|------------|

|                      |                               |                     |
|----------------------|-------------------------------|---------------------|
| Hillingdon           | 2012                          | APCOA               |
| Wandsworth           | 2014                          | Mouchel             |
| Newham               | 2014                          | Mouchel             |
| Brent                | 2015 (summer)                 | Serco               |
| Bromley & Bexley     | 2010                          | Vinci Park Services |
| Merton               | 2014                          | In-house service    |
| Tower Hamlets        | 2013                          | In-house            |
| Hackney              | 2012                          | APCOA               |
| Hammersmith & Fulham | 2013                          | In-house service    |
| Waltham Forest       | 2013                          | NSL                 |
| Enfield              | 2012                          | NSL                 |
| Hackney              | 2011 (Headcams) 2015 Bodycams | APCOA               |

The Privacy Impact Assessment, together with the Body Worn Camera Protocol will be reviewed and updated in the light of experience. Specific requirements, such as retaining data for a maximum 90 days (unless evidence is required longer for a criminal investigation) will be audited monthly to ensure that the use of Bodycams continues to comply with the processing of personal information in line with the requirements of the Data Protection Act.

# Agenda Item 9

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| <b>Me'Committee(s):</b>  | <b>Date(s):</b>               |
| Planning and Transportation Committee  | April 14 <sup>th</sup> 2015   |
| <b>Subject:</b><br>Waiver of Crossrail Assurance and Variation of City Walkway – Moorfields Highwalk Escalator   |                               |
| <b>Report of:</b><br>Director of Built Environment   | <b>Public</b><br>For Decision |
| <b>Ward (if appropriate):</b><br>Coleman Street/Cripplegate  |                               |
| <p>This report recommends the waiver of an Assurance and rescission of part of the existing city walkway providing access to Moorfields Highwalk and seeks authority to enter into a Section 106 agreement for the re-provision of the access. This is to facilitate the efficient and economic progress of the Crossrail works in this area and enable integration of the arrangements with the redevelopment of 21 Moorfields. Planning and Transportation Committee resolved on 17 March 2015 to delegate authority to Officers to determine planning application ref: 14/01179/FULEIA for 21 Moorfields.</p> <p><b>Recommendation</b></p> <p>I RECOMMEND THAT</p> <p>a) Members delegate to the Director of the Built Environment the authority to agree the final terms of the proposed Section 106 agreement relating to the re-provision of City walkway access to Moorfields Highwalk</p> <p>b) subject to the completion of the Section 106 Agreement referred to above and detailed in paragraphs 8 and 9 of this report, Members resolve to waive the Secretary of State's Crossrail Assurance of December 2005 (the 'Assurance') regarding provision of continuous access to the foot of the escalators and staircase adjacent to Moorgate station entrance and to vary the resolutions of the Court of Common Council dated 26<sup>th</sup> May 1977 to remove the escalator access to Moorfields Highwalk so as to exclude the area shown hatched on the City Walkway Variation Plan No. CWVP-01-12 Rev.PO1.2 in accordance with the resolution set out in Appendix 1 to this report.</p> <p>c) Members authorise the Director of the Built Environment to insert an appropriate date for the coming into force of the resolution to vary the resolutions of the Court of Common Council dated 26<sup>th</sup> May 1977.</p> |                               |

**Background**

**Main Report**

1. On 26 May 1977 the Court of Common Council resolved to declare as City Walkway the escalator route providing access from Moorfields (adjoining Moorgate Station) to Moorfields Highwalk.
2. During the passage of the Crossrail Act 2008 the City (while supporting Crossrail in principle) petitioned in respect of various concerns where additional assurances were sought to protect important public interests. One concern related to access to Moorfields Highwalk.
3. To address this concern the Secretary of State undertook in December 2005 (Crossrail Assurance No. 85) that: *“The Promoter will require the nominated undertaker to use reasonable endeavours to provide continuous pedestrian access to the foot of the escalators and staircase adjacent to Moorgate station entrance, which lead up to Moorgate Highwalk. The access route will be protected from the works through the positioning of the hoarding line, but will be altered from time to time depending on the particular stage of site works. On conclusion of construction, the existing access route will be reinstated”* (“The Assurance”)

### **Current Position**

4. After the Assurance was given the Crossrail proposals altered in that it was proposed to remove the existing stair and escalator and re-provide them nearby. Those proposals have been approved by the City under Crossrail Act Schedule 7 (approval to plans & specifications Ref. 11/00312/XRAIL). However, although discussions have taken place between Crossrail and the City to agree a revised wording to the Assurance to reflect the consented scheme, the Assurance has not been updated to reflect the new proposals. No steps have yet been taken to rescind the City Walkway status of the escalator so as to enable its removal.
5. A further consideration has evolved more recently due to the proposed redevelopment of 21 Moorfields (ref: 14/01179/FULEIA). If that development proceeds promptly any escalator which is re-provided by Crossrail in accordance with the scheme approved under Schedule 7 of the Crossrail Act (referred to in paragraph 4 above) would need to be removed as the current Crossrail design does not meet the levels proposed by the 21 Moorfields development. The prompt commencement of the 21 Moorfields development would also mean the top of the proposed Crossrail escalators would be blocked by hoarding from as early as June 2015 for the duration of demolition and construction of the 21 Moorfields development.
6. Crossrail has therefore requested that to avoid the risk of substantial wasted costs to the Crossrail project and public purse (the escalator cost being estimated at some £250,000 to £500,000), the City agrees to waive the Assurance and instead rely upon Section 106 covenants to re-provide the access linked to the Moorfields Highwalk.

## Issues

7. It is acknowledged that it is appropriate to work with Crossrail as far as possible to avoid wasted costs to the Crossrail Project. However, if re-provision of the Moorfields Highwalk access is left solely to covenants linked to the 21 Moorfields redevelopment, the re-provision may be deferred indefinitely if for any reason the redevelopment does not proceed. It is acknowledged that there will be significant commercial pressures on a developer who has acquired a site to commence and complete redevelopment as promptly as possible. However, it is considered that the City should nevertheless ensure that if the redevelopment does not commence promptly, the escalator re-provision and reinstatement of access from Moorfields to Moorfields Highwalk should proceed independently of any redevelopment of 21 Moorfields.

## Proposals

8. It is therefore proposed that the City agrees to waive the Crossrail Assurance in respect of continuous access subject to prior completion of a section 106 Agreement to be entered into with all parties with interests in the affected land, to secure that the replacement escalators and staircase shall be satisfactorily installed and commissioned as part of the redevelopment of 21 Moorfields (as illustrated in Appendix 4). In the event that development of 21 Moorfields has not commenced by 30 January 2016 Crossrail will under the terms of this agreement be obliged to install an escalator and stair as permitted under Crossrail Act Schedule 7 (to a detailed design and specification first approved by the City), as soon as practicable and no later than the end of November 2016. (The Agreement also would also include additional protective provisions such as to secure satisfactory maintenance of the escalators))
9. It would also be proposed to rescind the City Walkway status of the existing escalator in order to allow its removal to commence on or before 30 January 2016 subject to additional section 106 covenants to secure the re-declaration as City Walkway of the new access to Moorfields Highwalk, and the mitigation measures in respect of the alternative routes identified at paragraph 16.
10. In the event that the 21 Moorfields redevelopment commences prior to 30 January 2016 the arrangements for re-provision of the access to Moorfields Highwalk will be secured as part of wider arrangements for the demolition and re-provision of Moorfields Highwalk. This will be the subject of a separate report. The Schedule 7 scheme and the longer term proposals integral to the 21 Moorfields redevelopment are illustrated at Appendix 4.
11. Agreement from the Secretary of State will be required for the waiver of the Assurance, prior to completion of the s106 Agreement.

## Evaluation

12. The Crossrail Project requires the demolition of the existing escalator and stair to commence on or before 30 January 2016 otherwise the programme for the new ticket hall will be delayed. Therefore if the 21 Moorfields development has not commenced by 30 January 2016, Crossrail would at that time instruct their contractor to commence the manufacture of the replacement escalator and the

fit out of the stairs. This would leave only a period of 3 months during which the access from Moorfields to Moorfields Highwalk was unavailable. A stair access would be provided in 3 months (i.e. by 30 April 2016), and a full replacement escalator set could be provided within 10 months of this date (i.e. 30 November 2016), should the 21 Moorfields development not commence. There are alternative routes shown in Appendix 2.

13. If the 21 Moorfields redevelopment has commenced by 30 January 2016, the access to Moorfields Highwalk (and Moorfields Highwalk itself) would be temporarily closed for an estimated period of circa 3.5 years from that date. It would benefit the Crossrail Project to begin demolition of the existing escalator as soon as the existing access to Moorfields Highwalk is closed as part of the redevelopment. It is estimated by Crossrail that this would also enable the ticket hall to be completed three months earlier than currently programmed. The waiver of Crossrail's obligations in the Assurance could therefore take effect from this earlier date.
14. The timelines for the re-provision of access to Moorfields Highwalk in the various circumstances described in this report (i.e. (i) The current position with the Assurance in place; (ii) the position where the Assurance is waived and 21 Moorfields does not commence by January 2016; and (iii) position where the Assurance is waived, Moorfields Highwalk is closed for the 21 Moorfields development, and that development commences by January 2016) are illustrated in the "Comparative Timelines" chart at Appendix 5 of this report.
15. The proposals involve residual risk that if, after commencement of the redevelopment of 21 Moorfields progress stalls, the re-provision of the access to Moorfields Highwalk (and, more fundamentally, re-provision of Moorfields Highwalk itself) is delayed. It is proposed that prior to recommending to your committee any rescission of the City Walkway status of Moorfields Highwalk to allow its demolition, further section 106 covenants would be negotiated to provide as much comfort as possible as to timely re-provision of Moorfields Highwalk. The further section 106 Agreement would also provide for alternative at-grade access through the development site in the event of construction stalling following demolition down to ground level. Details will be set out in the further report on this element as mentioned in paragraph 10, above.

### **Consultation**

16. A summary of consultation carried out by Crossrail and the developers of 21 Moorfields (Land Securities) with the Barbican Association has been provided by them and is annexed at Appendix 3. In addition, this report has been circulated to representatives of Barbican residents, and any comments received will be reported verbally to your committee.

### **Equalities Impacts**

17. The City access officer advises that loss of continuity of the staircase and escalator access to Moorfields Highwalk will involve longer alternative routes, most significantly between Barbican Highwalk and Moorgate Station. The alternative routes which will be available at various stages are shown at Appendix 2. Those



with mobility difficulties are likely to be particularly negatively affected by the longer routes. There could also be an additional period when there is stair access from Moorgate Station (Moorfields entrance) but no escalator access, such that the longer alternative routes to other lift or escalator access points will still be required by people who cannot use the stairs. In the event of 21 Moorfields proceeding promptly, the longer routes would be required in any event to enable that redevelopment to proceed. The additional routes are estimated to add up to 10 minutes to journey times from Barbican Highwalk to Moorgate Station. The closing of the escalator access to the Highwalk could also create navigational difficulties for those with visual impairments and those with learning difficulties. Both these groups of people often familiarise themselves with a single route to help navigate between one place and another. The introduction of alternative, unfamiliar routes, could cause stress and impede access, particularly in this case due to the length and complexity of the alternative routes. It is noted that long term improvements to routes will be achieved by both the Crossrail redevelopment and the 21 Moorfields scheme, and that the recommendation will assist improved efficiency and economy to the Crossrail project by waiving the requirement for a potentially abortive escalator to be provided. It is proposed that during the works the alternative routes will be clearly signed to show non-stepped access routes and using RNIB clear sign design guide. In addition, Crossrail will be required to ensure that their worksite hoardings leave adequate width along the alternative routes of no less than 2000mm. Subject to those mitigation measures being in place the impacts are considered acceptable.

## **Conclusion**

18. The residual risk is considered manageable and proportionate given the significant potential saving to the Crossrail project costs, and the commercial incentives for the development to proceed promptly once commenced. The period allowed for commencement of 21 Moorfields is considered a suitable compromise which provides adequate opportunity for Crossrail and the developer of 21 Moorfields to put the redevelopment proposals in place, while also ensuring that if that does not occur in a reasonable period, access to Moorfields Highwalk is re-provided and not deferred indefinitely pending commencement of the redevelopment.

## **Background Papers: City Walkway Declaration 26 May 1977 and Variation 20 March 2012; Crossrail Assurance No. 85**

**Contact:** Deborah Cluett tel: 0207 332 1677  
Deborah.cluett@cityoflondon.gov.uk

**Appendices:** 1. Draft City Walkway Resolution and Plan; 2. Alternative Routes; 3. Consultation Summary; 4. Illustrations of Proposed Replacement Access; 5. Comparative Timelines.



**RESOLUTION OF THE PLANNING AND TRANSPORTATION COMMITTEE**

(under powers delegated to them by the Court of Common Council on 19<sup>th</sup> July 2001)

**DATED**      **day of**      **201**

**WHEREAS** the Mayor and Commonalty and Citizens of the City of London acting by the Planning and Transportation Committee pursuant to the delegation to that Committee specified above (hereinafter called "the City") are authorised by Section 6 of the City of London (Various Powers) Act 1967 (hereinafter called "the Act") **BY RESOLUTION TO DECLARE** any way or place in the City of London appearing to the City:

- (i) to be laid out or otherwise suitable for a City Walkway within the meaning of Section 5 of the Act,
- (ii) to which access is available directly from a street or another way or place which is a City Walkway, and
- (iii) which is laid out or rendered suitable for a City Walkway in accordance with one of the provisions specified in subsection (1) of the said Section 6.

**TO BE A CITY WALKWAY** as from such date as may be specified in such resolution

**AND WHEREAS** the City are further authorised by the said Section 6, by resolution, to vary or rescind any resolution declaring a City Walkway.

**AND WHEREAS** it appears to the City that the resolutions made by them on the 26<sup>th</sup> May 1977 (hereinafter called the "1977 Resolution") should be further varied to exclude the area shown hatched on the drawing attached hereto and numbered CWVP-01-12 Rev: PO1.2 as "Area of City Walkway To Be Discontinued."

**NOW THEREFORE** the City in pursuance of Section 6(5) of the Act by resolution **HEREBY VARIES the 1977 Resolution** to exclude the way or place described in the Schedule on and after the (DATE OF RESOLUTION TO BE INSERTED)

THE SCHEDULE

**ALL THAT** way or place more particularly shown hatched on the said drawing number CWVP-01-12 Rev: PO1.2 as “Area of City Walkway To Be Discontinued” being the escalator leading from Moorfields to Moorfields Highwalk.

Dated the                      day of                      201\_

THE COMMON SEAL OF THE MAYOR  
AND COMMONALTY AND CITIZENS  
OF THE CITY OF LONDON  
was hereunto affixed in the presence of:-

Authorised Officer  
Guildhall, London, EC2P 2EJ

**ALTERNATIVE ROUTES**



**Appendix 4**

**ILLUSTRATIONS OF NEW ACCESS PROPOSALS**

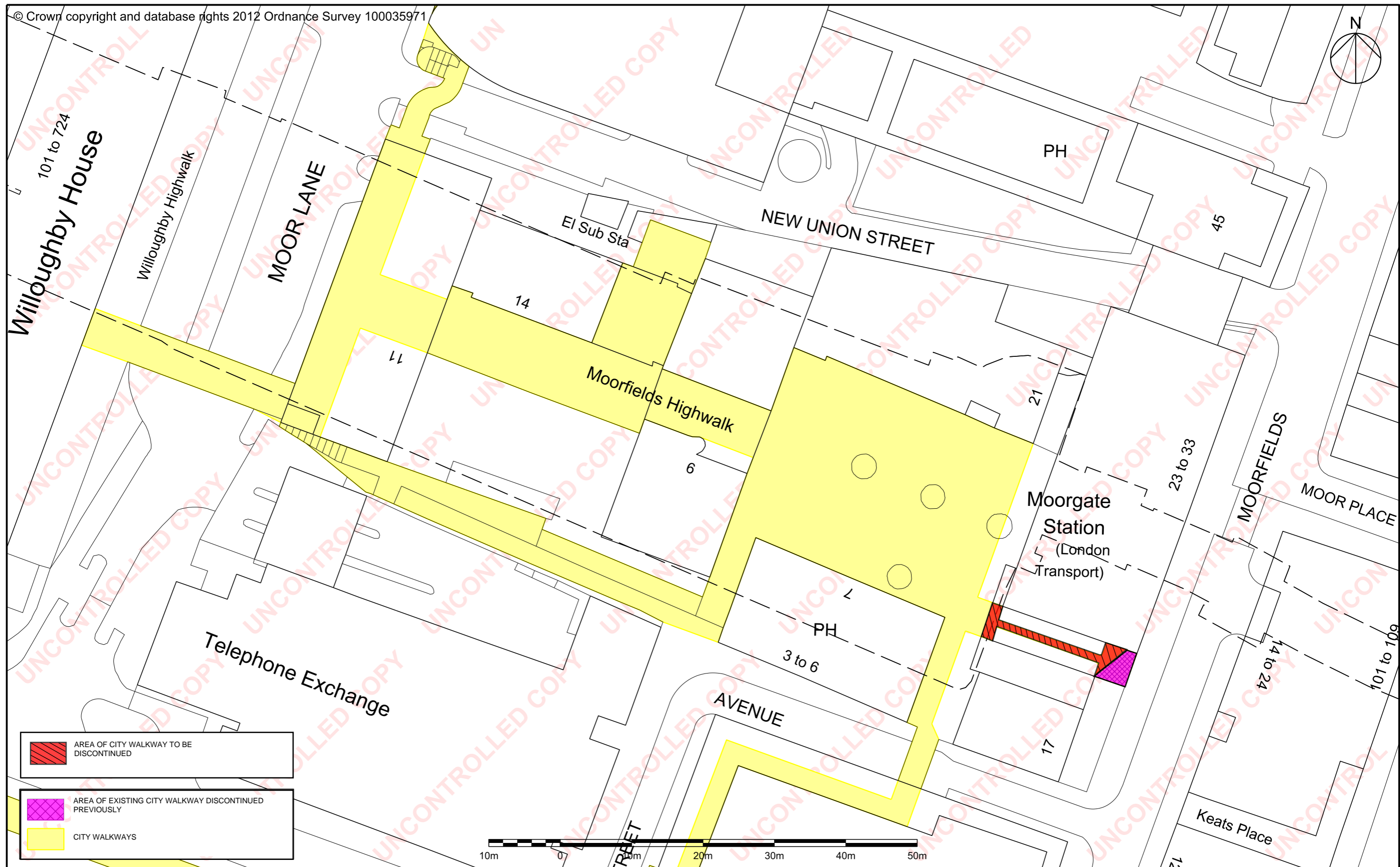
**Appendix 5**




**COMPARATIVE TIMELINE**

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|   |   |
|---|---|
|  | AREA OF CITY WALKWAY TO BE DISCONTINUED               |
|  | AREA OF EXISTING CITY WALKWAY DISCONTINUED PREVIOUSLY |
|  | CITY WALKWAYS   |



| Rev.  | Date       | Description                       | By | Chkd | App | Auth |
|-------|------------|-----------------------------------|----|------|-----|------|
| P01.2 | 30/03/2015 | Second Issue - CW to be rescinded | CS | -    | -   | -    |
| P01.1 | 13/01/2012 | First Issue                       | WD | -    | -   | -    |

Notes:

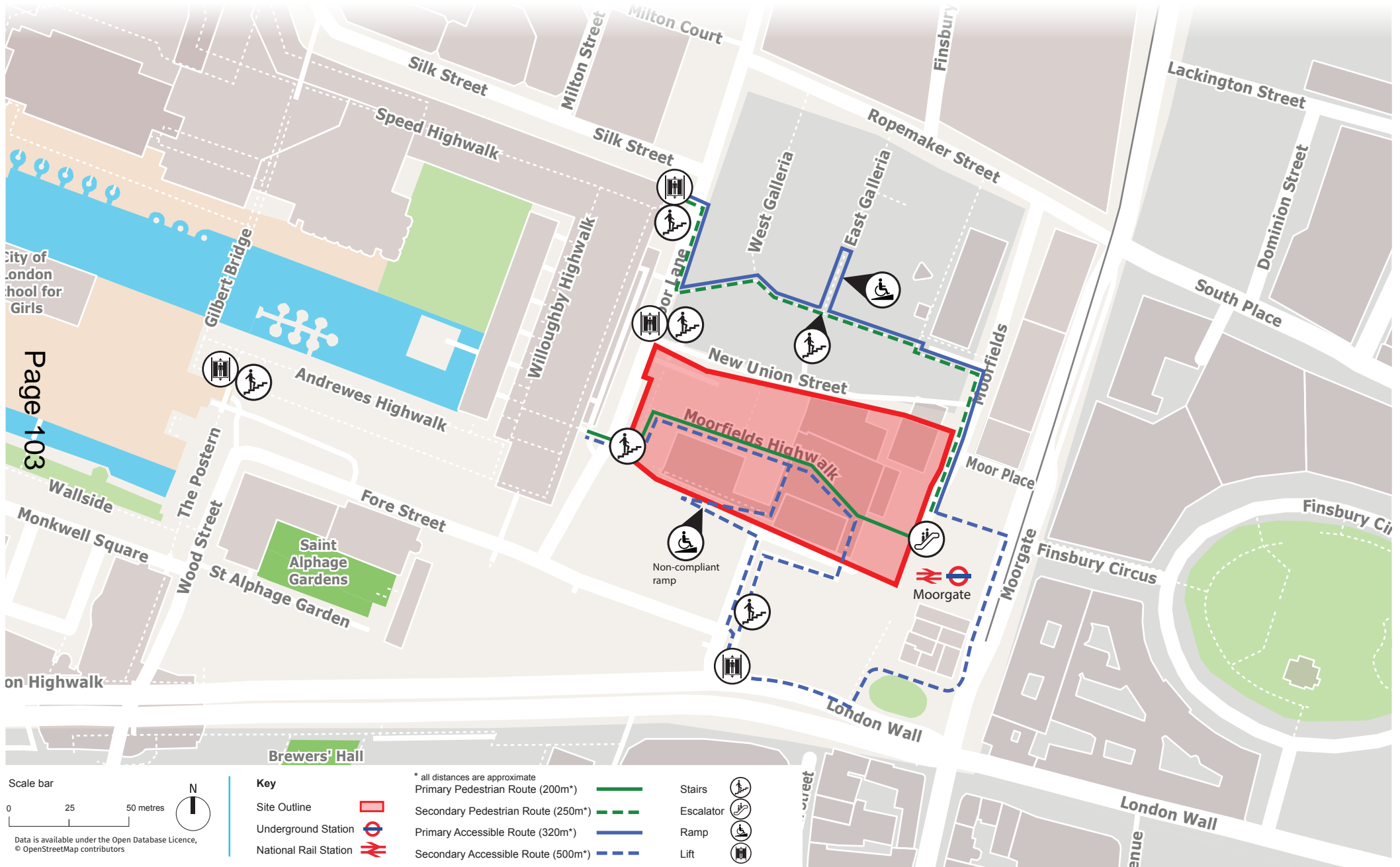
Work in progress

|  |  |           |               |
|--|--|-----------|---------------|
| <br>Crossrail Limited<br>25 Canada Square<br>Canary Wharf<br>London<br>E14 5LQ<br>www.crossrail.co.uk | Contract : Crossrail Line 1 Programme  |           | By : W.DRIVER |
|  | Originator : Crossrail Ltd   |           |               |
| Scale : 1:500 @ A3   | Location : Farringdon to Liverpool Street                                      |           | App : ---     |
|  | Title : 17-31 MOORFIELDS<br>VARIATION OF MOORFIELDS CITY WALKWAY<br>CWVP-01-12 |           | Auth : ---    |
| Drg No : CWVP-01-12  | Rev: P01.2   | Suit : S0 |               |

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# 21 Moorfields

Figure 1 - Existing Route from Barbican Highwalk to Moorgate Station



Page 103

Scale bar  
0 25 50 metres  
N  
Data is available under the Open Database Licence,  
© OpenStreetMap contributors

**Key**

- Site Outline
- Underground Station
- National Rail Station

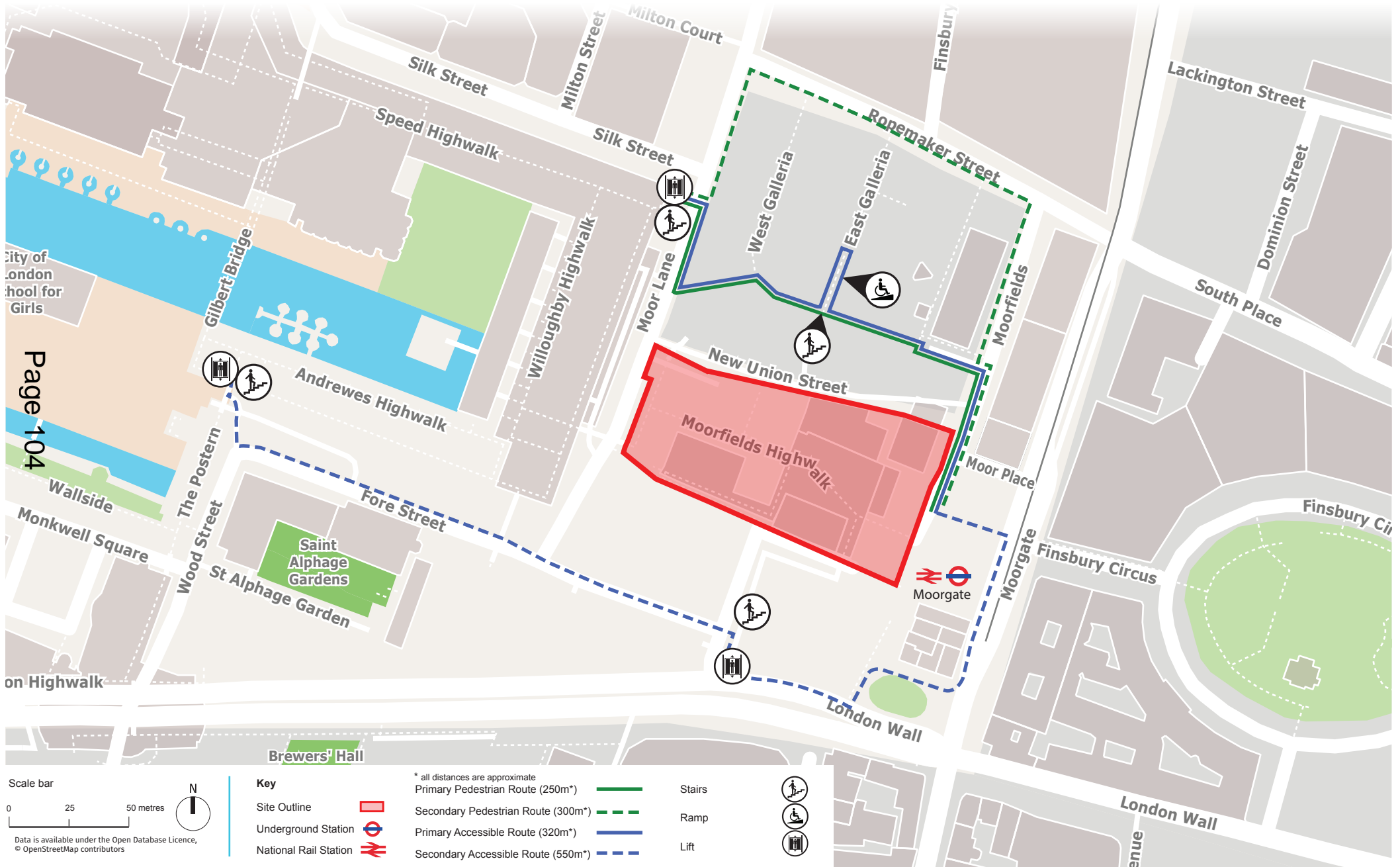
\* all distances are approximate

- Primary Pedestrian Route (200m\*)
- Secondary Pedestrian Route (250m\*)
- Primary Accessible Route (320m\*)
- Secondary Accessible Route (500m\*)

- Stairs
- Escalator
- Ramp
- Lift
- Non-compliant ramp

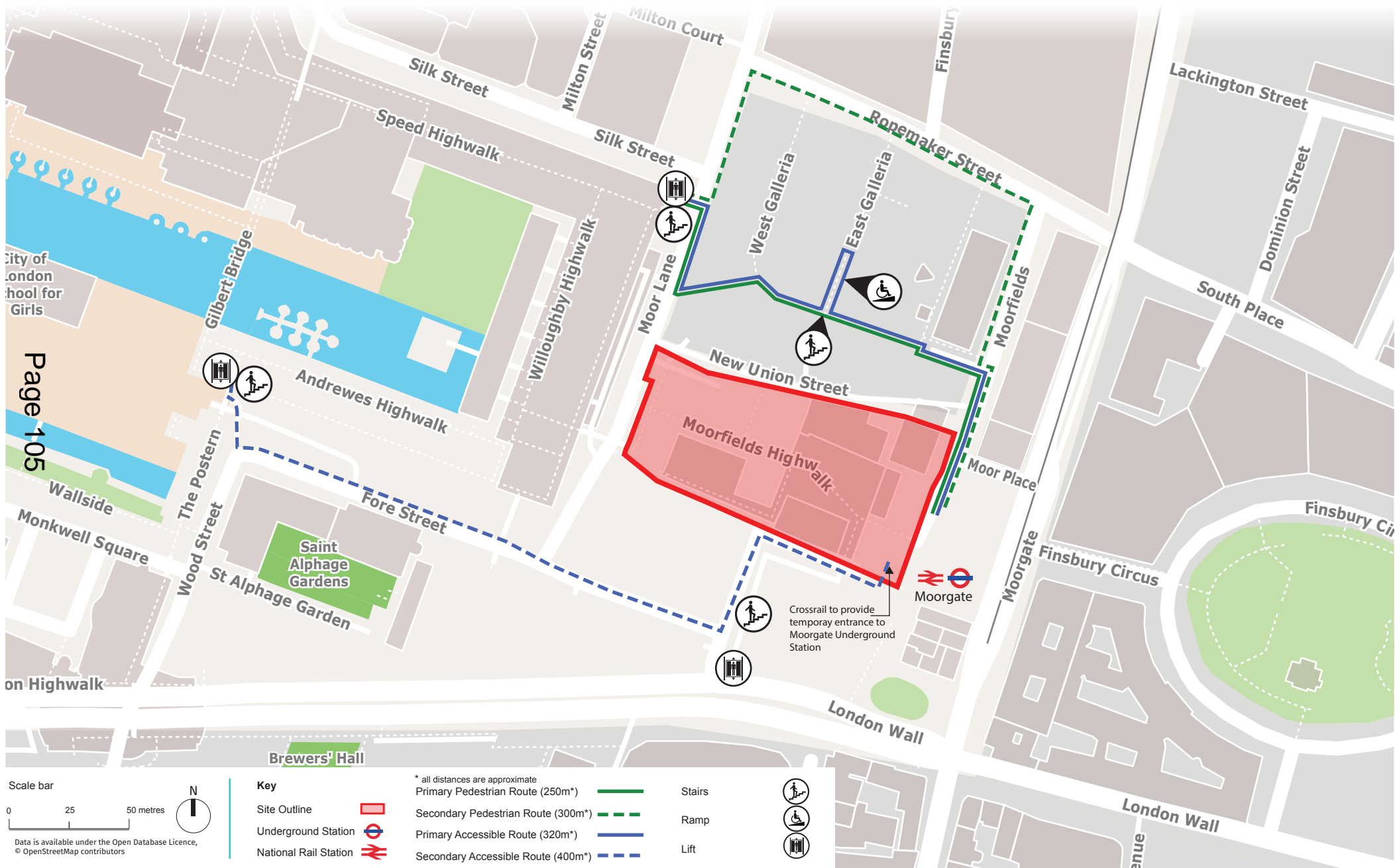
# 21 Moorfields

Figure 2 - Proposed Temporary Route from Barbican Highwalk to Moorgate Station during Construction



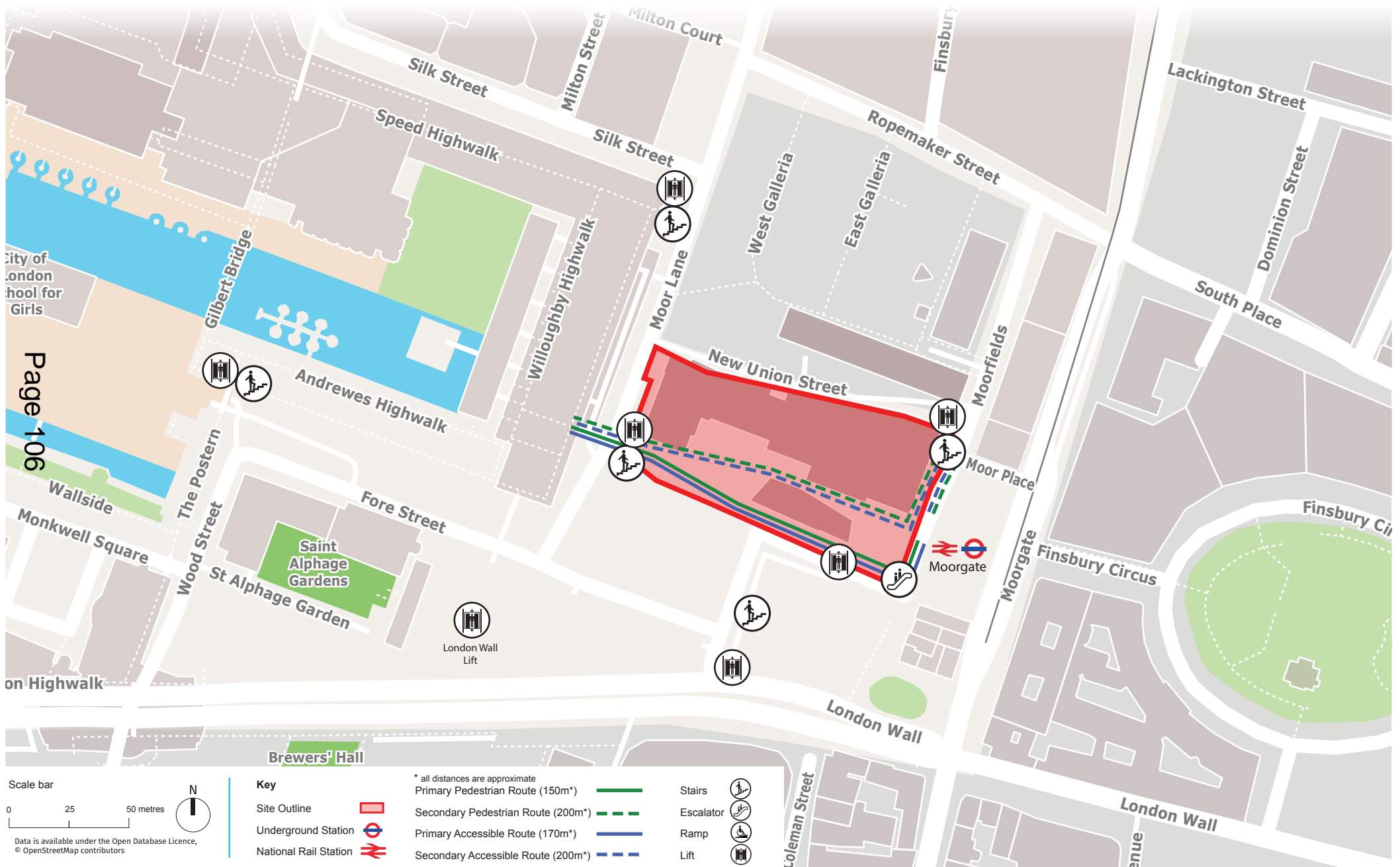
# 21 Moorfields

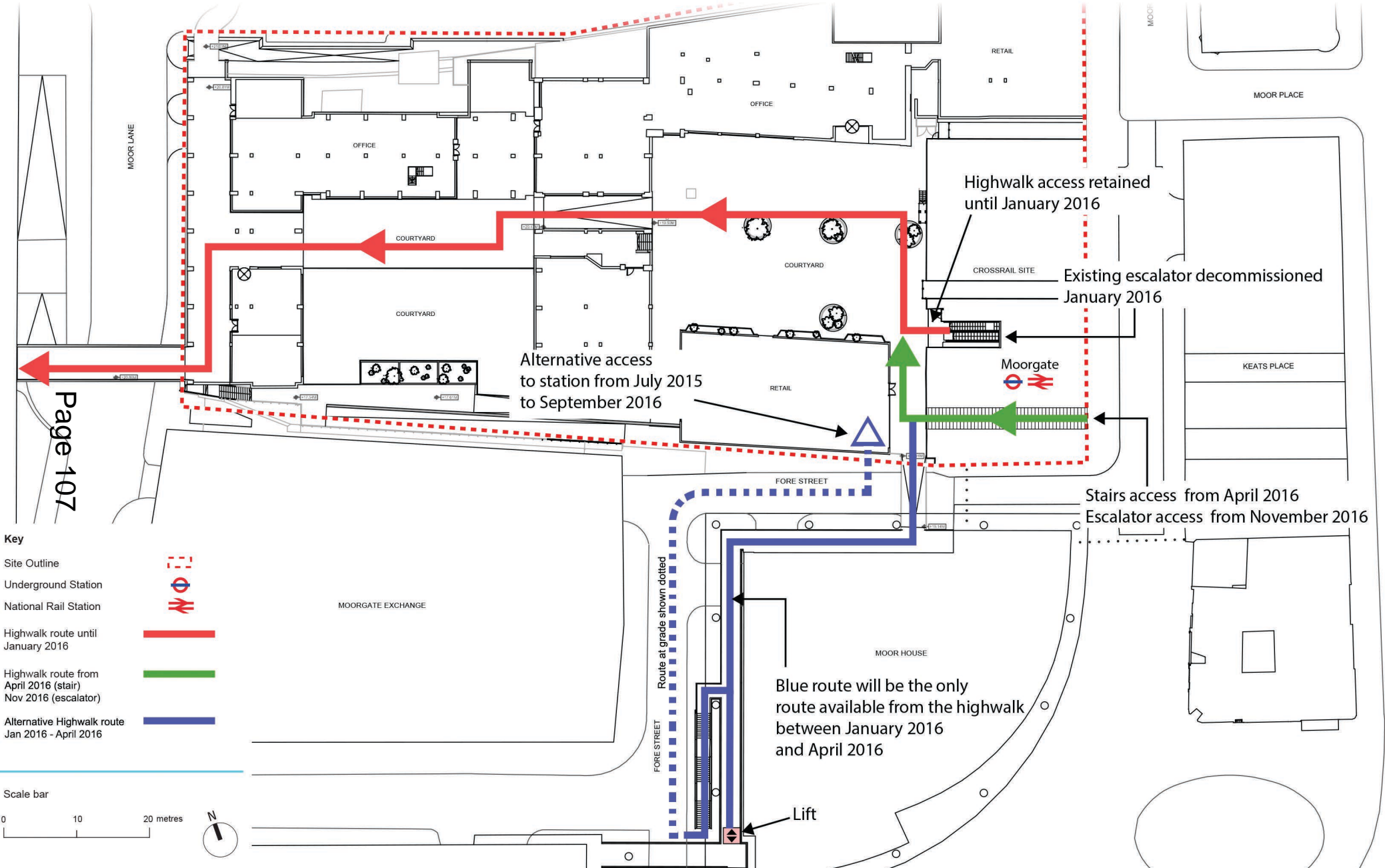
Figure 2a - Proposed Temporary Route from Barbican Highwalk to Moorgate Station during Construction ( July 2015 - September 2016 )



## 21 Moorfields

Figure 3 - Proposed Route from Barbican Highwalk to Moorgate Station for the Completed Development





Highwalk access retained until January 2016

Existing escalator decommissioned January 2016

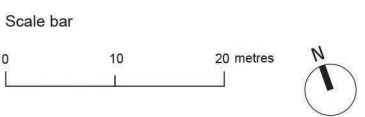
Alternative access to station from July 2015 to September 2016

Stairs access from April 2016  
Escalator access from November 2016

Blue route will be the only route available from the highwalk between January 2016 and April 2016

Page 107

- Key**
- Site Outline
  - Underground Station
  - National Rail Station
  - Highwalk route until January 2016
  - Highwalk route from April 2016 (stair) Nov 2016 (escalator)
  - Alternative Highwalk route Jan 2016 - April 2016



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### Appendix 3

#### **Moorgate Highwalk Escalators Assurance variation –Crossrail’s and Land Securities’ Summary of Consultation with Barbican Association**

The Barbican Association benefits from an identical assurance to that given to the City of London during the parliamentary process with respect to the Highwalk escalators adjacent to the Moorgate station entrance on Moorfields:

*‘The Promoter will require the nominated undertaker to use reasonable endeavours to provide continuous pedestrian access to the foot of the escalators and staircase adjacent to Moorgate station entrance, which lead up to Moorgate Highwalk. This access route will be protected from the works through the positioning of the hoarding line, but will be altered from time to time depending on the particular stage of site works. On conclusion of construction, the existing access route will be reinstated.’*

Since February 2010 Crossrail has held a biannual City of London Residents Forum where updates on plans and construction progress have been presented.

The revised proposals for the Crossrail Moorgate ticket hall, including the relocation of the escalators, were discussed at the Residents’ Forum prior to the Schedule 7 application in May 2011. The Barbican Association expressed the view that escalators were preferable to a lift or lifts, and a strong desire to ensure the Highwalk route was retained during construction. There was no objection to the proposal to relocate the escalators.

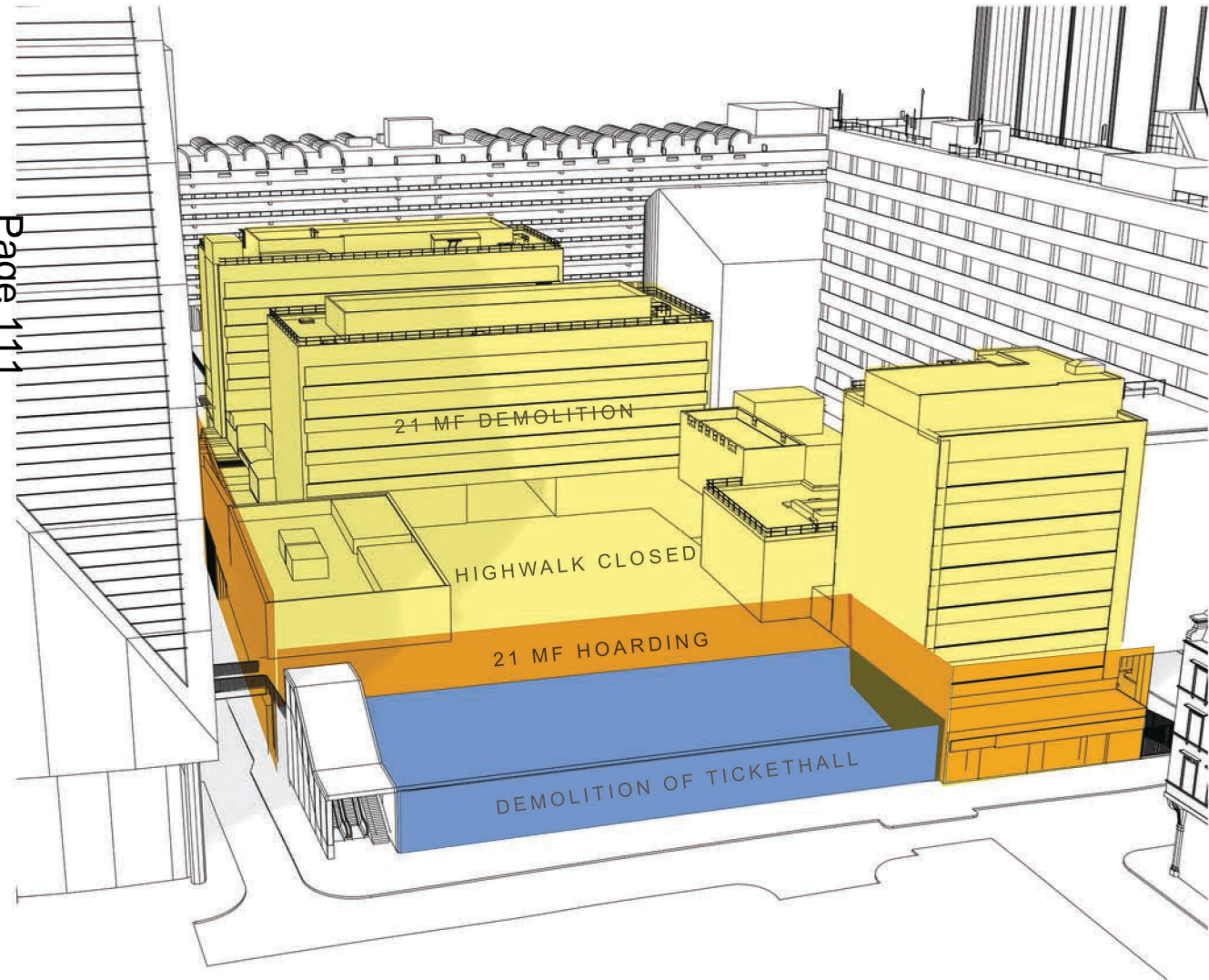
In 2013 the Crossrail Area Community Relations Manager consulted with the Chair of the Barbican Association regarding proposals at that time to vary the assurance to reflect the Schedule 7 plans.

Barbican Residents have been consulted by Land Securities on the 21 Moorfields Redevelopment application including on the issue of access during construction. At a meeting on 3 February 2015 the proposed temporary access routes were discussed with representatives of the Barbican Association. They were informed that should the development go ahead there would be no access to the highwalk via the Moorgate escalator for 48 months while the site clearance and construction proceeds. The alternative access routes discussed are appended in Appendix 2. It was accepted that there were no other viable alternatives.

The Chair of the Barbican Association is aware that the 21 Moorfields redevelopment proposals will block access from the top of the escalator and that the assurance will still need to be varied or waived.

Crossrail proposes to carry out further consultation, involving Land Securities, with the Residents Association in advance of the Committee Meeting on 14 April on the proposals discussed in this paper. This will be organised via the Chair of the Association, Jane Smith, who is likely to involve the relevant representatives from the Barbican Association that lead on planning, accessibility, and the lead for Willoughby House. It is anticipated that residents will seek clarity about the periods during which access is closed under the different scenarios, and about the ongoing maintenance arrangement for the new escalator.

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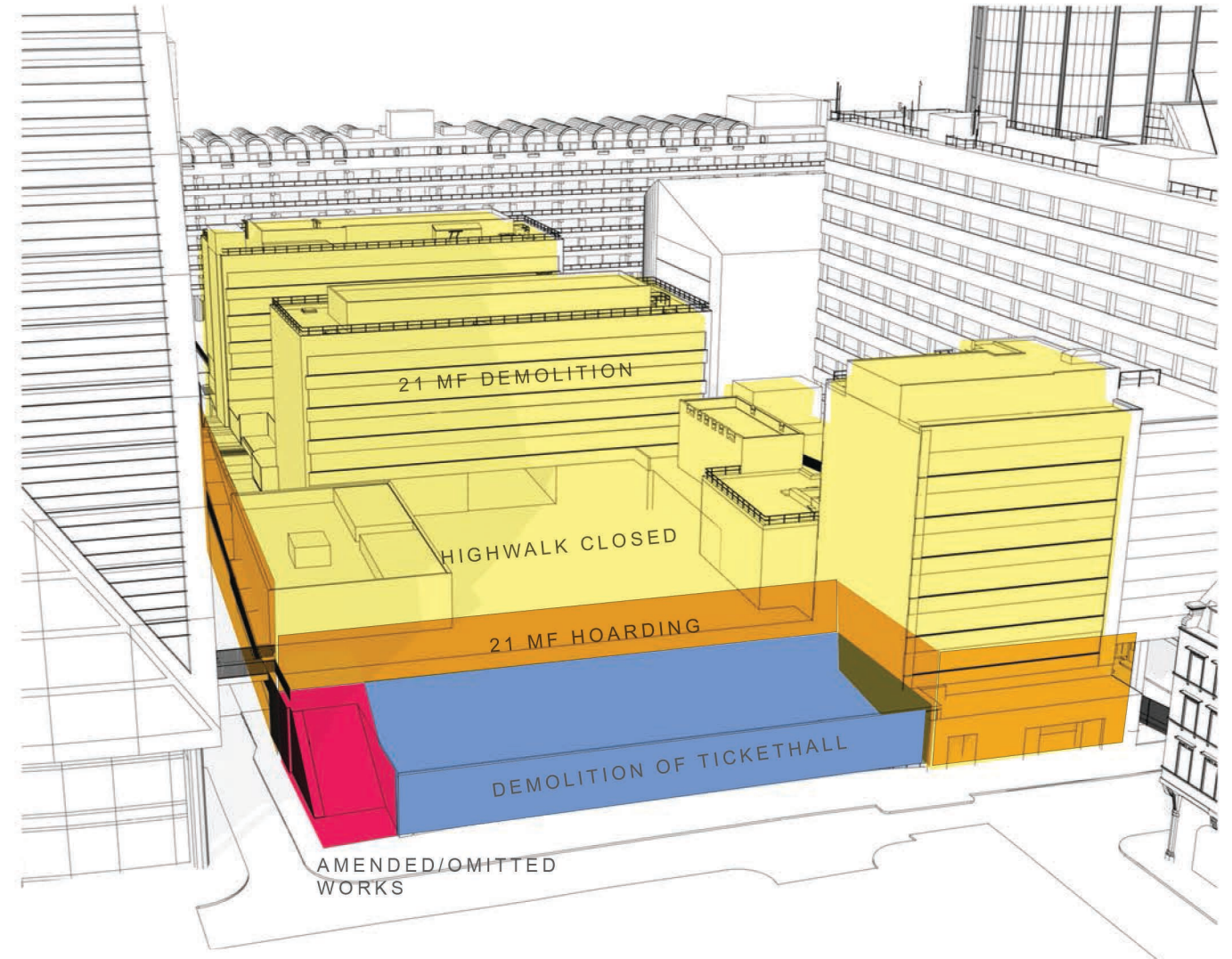


January 2016 - Current Proposal

- 1) Escalators installed + commissioned as per Crossrail design. **Handover to CoL**
- 2) Moorgate LUL ticket hall demolition commences JUNE 2015
- 3) 21 MF hoarding up + Demolition in progress - HIGHWALK CLOSED (from June 2015)

**Implications**

- A) Escalators are blocked until 21 MF project completion Jan 2019
- B) 1 Year warranty on Escalators commences
- C) Escalators installed to incorrect levels and spec for permanent condition and therefore need to be replaced
- D) Escalators aesthetically unsuitable for permanent condition

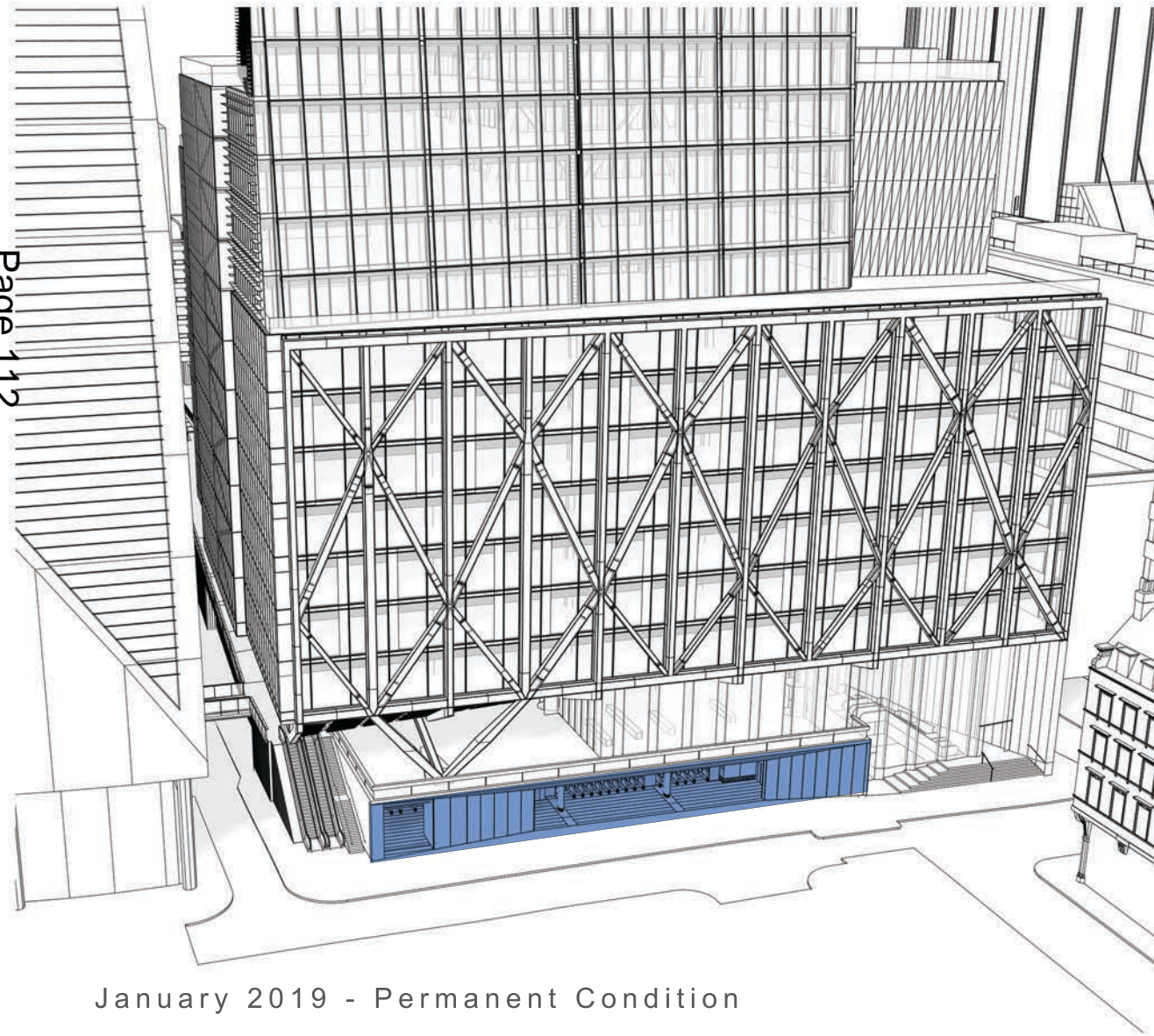


January 2016 - Preferred Solution

- 1) Escalators, cladding and canopy omitted from Crossrail scope of works
- 2) Cost of omitted works transferred to LS
- 3) Obligation to CoL to provide escalators transferred to LS
- 4) Crossrail ticket hall and existing highwalk demolition timing not restricted by commissioning of escalators
- 5) 21 MF hoarding up + Demolition in progress - HIGHWALK CLOSED

**Implications**

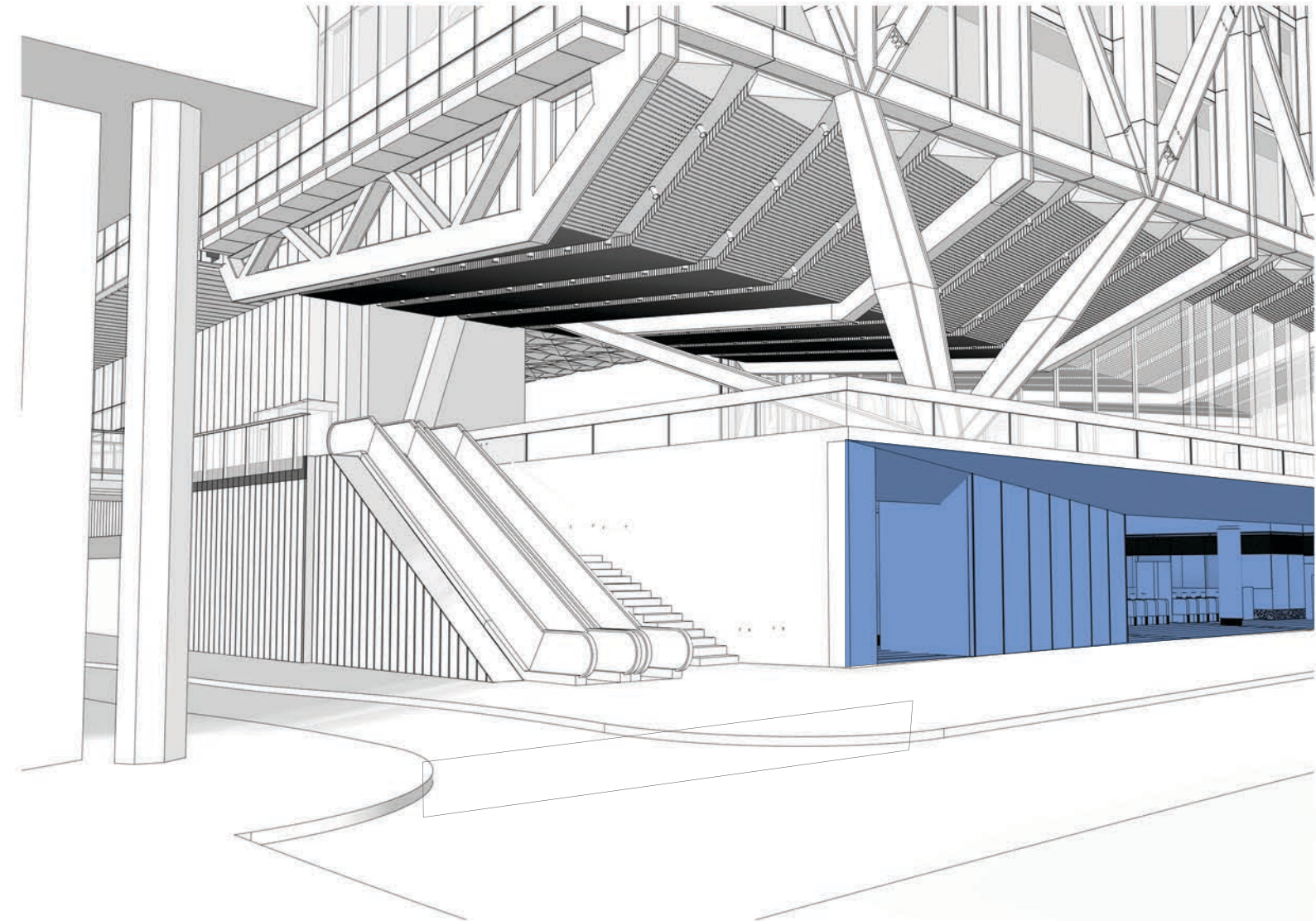
- A) Area of works omitted or amended suitably waterproofed and protected for the duration of the project construction
- B) Escalators can be redesigned to suit permanent condition levels, spec and aesthetic requirements
- C) Warranty period for escalators commences at project completion when new highwalk opens



January 2019 - Permanent Condition

- 1) 21 Moorfields and Crossrail Ticket Hall completed
- 2) Escalators installed + commissioned to correct levels, spec and aesthetic quality
- 3) New Highwalk opens

21 Moorfields - 0873-SK-806 - Wikinson Eyre  
10 | 02 | 2015 CRL Escalators - Permanent Condition Diagram  
NTS

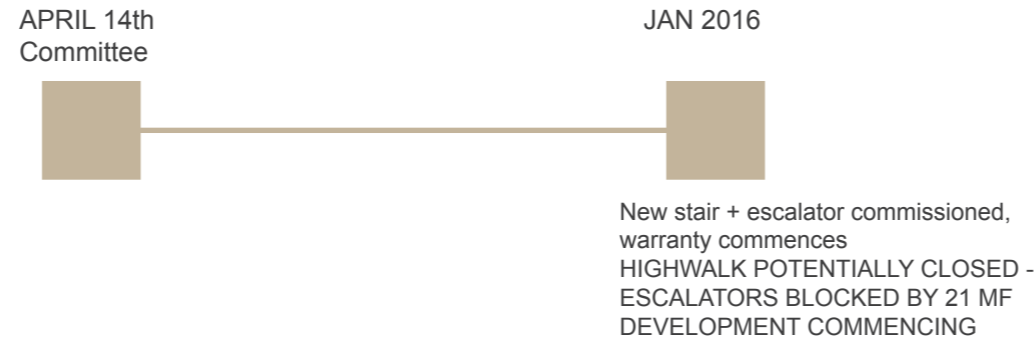


January 2019 - Permanent Condition

- 1) Visually high quality escalators that provide an appropriate connection to the Highwalk
- 2) Good sight lines to new retail arcade and reception areas are established, an important aspect which is critical to the success of the development

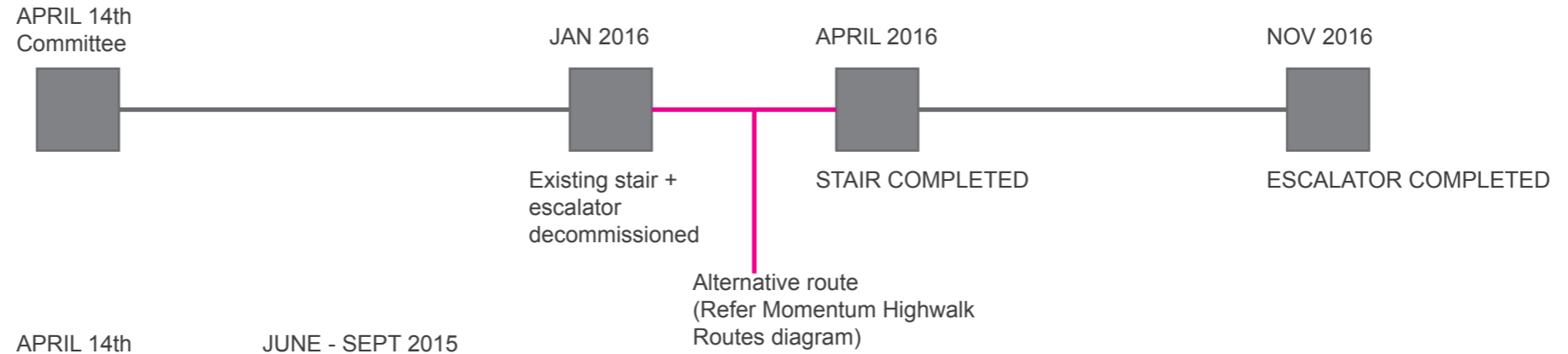
**OPTION 01**

TIMELINE - CRL CURRENT POSITION  
 (CRL deferral of escalator/stair obligations not agreed)



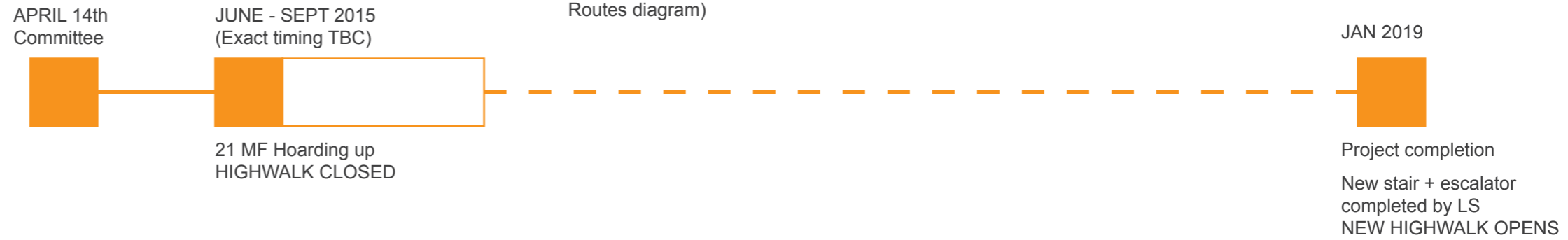
**OPTION 02**

TIMELINE - CRL PROPOSED POSITION  
 IF 21 MF HAS NOT COMMENCED BY JAN 2016  
 (CRL deferral of escalator/stair obligations agreed)



**OPTION 03**

TIMELINE LS DEVELOPMENT PROGRAM  
 IF 21 MF COMMENCES AS PROGRAMMED  
 (CRL deferral of escalator/stair obligations agreed)



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|   |                     |
|---|---------------------|
| <b>Committee(s):</b>  | <b>Date(s):</b>     |
| Planning & Transportation   | 14 April 2015       |
| <b>Subject:</b><br>Updated to Scheme of Delegation in relation to changes to statutory powers and minor material amendments   | <b>Public</b>       |
| <b>Report of:</b><br>Chief Planning Officer and Development Director and Director of the Department of the Built Environment  | <b>For Decision</b> |
| <b><u>Summary</u></b>   |                     |
| <p>The Court of Common Council has delegated to Planning and Transportation Committee responsibility for the City's local planning authority functions. To facilitate the carrying out and administration of these functions, some of them have been delegated down to Chief Officers as set out in the Scheme of Delegations approved by Court of Common Council on 1 May 2014 and updated on 1 December 2014. Recent modifications to the conservation area regime, and the introduction of Lead Local Flood Authority functions and Sustainable Urban Drainage responsibilities have given rise to further delegation issues. In addition, to address recent measures aimed at speeding up the planning process, delegation of decisions regarding minor material amendments are proposed.</p> |                     |
| <b>Recommendations</b>  |                     |
| <ul style="list-style-type: none"> <li>• I recommend that you agree the amendment to the Scheme of Delegations in respect of local planning authority functions as set out in paragraphs 2, 4, and 5.3 of this report.</li> <li>• I recommend that you agree the amendment of the Scheme of Delegations in respect of the Lead Local Flood Authority functions as set out in paragraphs 3.2 and 3.3 of this report [subject to the Court of Common Council delegating those functions to Planning and Transportation Committee]</li> </ul>  |                     |

## **Main Report**

### **1. Background**

The Court of Common Council has delegated to Planning and Transportation Committee responsibility for the City's local planning authority functions. To facilitate the carrying out and administration of these functions, some of them have been delegated down to Chief Officers as set out in the Scheme of Delegations approved by Court of Common Council on 1 May 2014, and as updated to reflect CIL changes on 1<sup>st</sup> December 2014. The extract from the Scheme of Delegations annexed to this report shows in the Revisions Table on

page 1 the changes that have been previously agreed. Further changes have given rise to additional delegation issues as set out below. The extract from the Scheme of Delegations annexed to this report shows tracked the additional changes recommended in this report.

## **2. Conservation Area Regime**

The requirement for Conservation Area consent for demolition of buildings in conservation areas was removed by the Enterprise and Regulatory Reform Act 2013. The delegation in respect of this function is therefore proposed to be deleted as shown tracked at former paragraph 46 of the amended Scheme of Delegation extract annexed to this report.

## **3. Lead Local Flood Authority Regime**

3.1 Under the Flood and Water Management Act 2010 the City Corporation is designated as the Lead Local Flood Authority (LLFA) for the City of London. This role involves a range of new powers and duties including the following:

- Develop and maintain a public register of Flood Risk Management Assets
- Develop co-ordinated management of flooding
- Deliver Flood Management Maps and a Flood Risk Management Plan
- Power to designate Flood Risk Management Assets
- Determination of applications for approval to alter, demolish or replace structures designated as Flood Risk Management Assets

3.2 It is proposed that the City's new LLFA functions be delegated by Court of Common Council to Planning and Transportation Committee, and, subject to that being done, it is proposed that those functions be delegated by Planning and Transportation Committee to the Director of the Built Environment, as shown tracked at paragraph 89 of the amended Scheme of Delegation extract annexed to this report.

3.3 The Government is intending to bring forward changes to the Development Management Procedure Order to make the LLFA a statutory consultee for local planning authorities in relation to Sustainable Drainage Systems (SuDS). It is proposed that this function as a statutory consultee be further delegated to the District Surveyor as shown tracked at paragraph 93 of the amended Scheme of Delegation extract annexed to this report.

## **4. Delegation of Traffic Functions between Authorities**

4.1 Paragraph 11 of the Scheme of Delegation authorises officers to enter into agreements with other traffic authorities enabling the City to delegate its traffic functions to other traffic authorities, for example to enable TfL to make traffic orders for City roads, as well as GLA roads, as part of wider traffic arrangements. However, where City-led projects involve other borough roads and/or GLA roads, as well as City roads (such as Aldgate) it is also useful for the other traffic authorities involved to delegate their traffic authority functions to the City. It is proposed that the delegated authority at paragraph 11 is clarified expressly to state that officers may enter agreements to accept delegations of traffic authority functions from other traffic authorities.



## **5. Minor Material Alterations**

5.1 A range of recent and imminent statutory measures are aimed at speeding up the planning system (e.g. the 26 week period for determination and the six week period for discharging planning conditions). In order to promote efficient consideration, manage the punitive impacts of non-compliance with strict deadlines, and ensure that member and officer time involved with committee work is focussed on significant and high profile issues, it is proposed that consideration of minor material amendments be delegated to officers.

5.2 The statutory arrangement for consideration of minor material amendments is by applications to remove or amend planning conditions attached to a permission, which, if approved, results in the issue of a new full permission (Section 73 Town and Country Planning Act 1990). Only the question of the condition to be removed or amended (not the principle of the whole scheme) may be considered in determining such an application (see Section 73(2). Determinations under this regime must not fundamentally alter the scope of the original permission.

5.2.1 There is no statutory definition of 'non material'. The judgement of what is a non-material amendment is for the Local Planning Authority and would vary scheme to scheme. For example 2 new flats in a scheme for 10 units could be regarded as material whereas 2 in 100 would almost certainly be a non-material amendment unless they resulted in a material physical change. One new window in a scheme would probably be a non-material amendment, unless it overlooked a residential premise. We have received 47 such applications in each of 2014 and 2015.

5.3 At present these "Section 73 applications" are all dealt with in the same way as other full applications. There are normally some 5 or 6 Section 73 applications a year which are reported to committee under the criteria in the Scheme of Delegation paragraph 42 (e.g. more than four objections). It is proposed that Section 73 applications be dealt with under delegated authority. However, where there are more than four objections received to such applications, the Ward Member would be notified and the Chairman and Deputy Chairman would be consulted prior to any decision being taken. If it was considered that the amendments were more than minor material, or should be reported to committee for any other reason, then the application would be reported to committee. Otherwise, (and only after the consultation and notification referred to above) the application would be dealt with by the authorised officer. The proposed change to the existing arrangement is shown tracked at paragraph 43 of the amended Scheme of Delegation extract annexed to this report.

5.4 If delegated, these applications and decisions would continue to be included in the routine reports to committee of Forthcoming Applications and of Delegated Decisions, to ensure Members were aware of them both before and after the decisions are made.

## **6. Corporate & Strategic Implications**

This proposal links the following themes of the City Together Strategy: is competitive and promotes opportunity; supports our communities; protects, promotes and enhances our environment; is vibrant and culturally rich; is safer and stronger.

## **7. Consultees**

The Town Clerk, and the Comptroller & City Solicitor have been consulted in the preparation of this report and their comments have been incorporated.

## **8. Conclusion**

To remove reference to an abolished function, to ensure that arrangements are in place to address new functions, to ensure the delegations regarding traffic authority functions are clear, to ensure committee time is focussed on significant issues and to enable the City to expedite planning decisions which the Committee has hitherto delegated it is recommended that Committee amends the Scheme of Delegation as shown tracked in the annex to this report.

**Background Papers:** Scheme of Delegations and Standing Orders, of the Town Clerk

### **Appendix**

Scheme of Delegations and Standing Orders, of the Town Clerk (extract)

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