



City of Westminster

Follow on Committee Agenda

Title:

**Business, Planning and Transport Policy and Scrutiny
Committee**

Meeting Date:

Wednesday 15th November, 2017

Time:

7.00 pm

Venue:

Room 3.1, 3rd Floor, 5 Strand, London, WC2 5HR

Members:

Councillors:

Tony Devenish (Chairman)
Julia Alexander
Thomas Crockett
Paul Dimoldenberg

Louise Hyams
Karen Scarborough
Cameron Thomson
Jason Williams



**Members of the public are welcome to attend the meeting
and listen to the discussion Part 1 of the Agenda**

**Admission to the public gallery is by ticket, issued from the
ground floor reception from 6.30pm. If you have a disability
and require any special assistance please contact the
Committee Officer (details listed below) in advance of the
meeting.**



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wearing a hearing aid or using a transmitter. If you require
any further information, please contact the Committee
Officer, Jonathan Deacon, Senior Committee & Governance
Officer.**

**Email: jdeacon@westminster.gov.uk Tel: 020 7641 2783
Corporate Website: www.westminster.gov.uk**

Note for Members: Members are reminded that Officer contacts are shown at the end of each report and Members are welcome to raise questions in advance of the meeting. With regard to item 2, guidance on declarations of interests is included in the Code of Governance; if Members and Officers have any particular questions they should contact the Head of Committee and Governance Services in advance of the meeting please.

AGENDA

PART 1 (IN PUBLIC)

- | | | |
|----|--|-----------------|
| 4. | Cabinet Member Update of Deputy Leader & Cabinet Member for Business Culture & Heritage | (Pages 57 - 68) |
| 9. | Work Programme report | (Pages 69 - 80) |

Charlie Parker
Chief Executive
10 November 2017



City of Westminster

Business, Planning and Transport Policy and
Scrutiny Committee Briefing

Date:

10th November 2017

Briefing of:

**Cllr Robert Davis MBE DL, Deputy Leader
and Cabinet Member for Business, Culture
and Heritage**

Please contact:

Daniella Bonfanti ext. 5371
dbonfanti@westminster.gov.uk

1. Apprenticeships

Westminster City Council

- 1.1 From 1 April 2017, Westminster City Council will pay 0.5% of its total annual pay cost as an apprenticeship levy. The levy fund can be used to pay for apprenticeship training and assessment against an approved apprenticeship standard for both existing staff and for new apprentice recruits.
- 1.2 The City Council has engaged with the Westminster Adult Education Service (WAES) as its employer-provider to manage the delivery of apprenticeships under the new apprenticeship levy arrangements. There will be two aspects to this, the Entry Level Programme (Level 2 & 3) for New Apprentice Starts and the Higher Level (Level 4 and above) Apprenticeship Programme for internal staff.
- 1.3 WAES has now concluded the recruitment process for the first group of Westminster City Council (WCC) apprentices to the entry level programme. Twelve apprentices have been appointed, five of whom are Westminster residents. Some apprentices are already in post, with the remainder having proposed start dates in November.
- 1.4 The posts recruited to include: Library Assistants, Business Support Officer (Children Services), Engagement Officer (Public Health), Support Assistant (Highways), Regeneration project Officer for Church Street, Technical Support and Policy Support Officer (Planning). The next round of apprentice recruitment is scheduled for January 2018.

Apprenticeships (general)

Apprentice/Employer Event

- 1.5 On the 25th October I was delighted to attend and speak at an apprenticeship event held in partnership with the Victoria Business Improvement District. Over twenty local businesses attended including Channel 4, John Lewis, Pret A Manager and Grosvenor Estates.
- 1.6 The event was designed to promote the uptake of apprenticeships and explain the apprenticeship levy and what it means businesses.

- 1.7 A further event designed to promote Higher & Degree apprenticeships is currently being organised by the Economy Team in partnerships with the Sir Simon Milton Westminster University Technical College.

2. Broadband

Connect Westminster

- 2.1. The Connect Westminster Programme helps local Small and Medium Sized Enterprises (SMEs) to secure superfast or ultrafast broadband by providing up to £2,000 towards the capital cost of their connections. All connections must deliver speeds of at least 30MB/s but have the capability of being configured to deliver gigabit speeds.
- 2.2. The table below is an update on consequential improvements to business connectivity in Westminster since Connect Westminster in August.

Number of SME's who have applied	97
Total funds committed to date	£158,001.50
Download speed uplift for new applicants (%)	991%
Upload speed uplift for new applicants (%)	1880%

- 2.3. As a direct consequence of the voucher scheme, Hyperoptic, a proactive broadband provider in the borough, has accelerated the rollout of its fibre network within Westminster. The new deployment has enabled the firm to offer affordable broadband to every eligible SME within Westminster.

3. Business Improvement Districts (BIDs)

Renewals

- 3.1. The following Business Improvement Districts are currently in the midst of holding their renewal ballots. The City Council runs all ballot renewals on behalf of Westminster's seven Business Improvement Districts.

Business Improvement District	Renewal Ballot Dates	End Date of Current Term
Paddington Now	10 th November	31 st March 2018
Baker Street Quarter Partnership	24 th November	31 st March 2018
New West End Company Occupier	15 th December	31 st March 2018

4. Employment

Creative Employer Forum

- 4.1. On the 5th September I hosted the first in a series of Creative Employer Forums as part of the City Council's emerging sector support and engagement strategy.
- 4.2. The event took place at Somerset House and comprised a panel discussion and workshop session with the aim of identifying priority issues for the industry as well as opportunities to inform subsequent recommendations for the City Council engagement with the sector.
- 4.3. Over 50 delegates attended the event from market leading international creative companies to local start-ups and trade/ export promotion organisation to education institutions and Business Improvement Districts amongst many others.
- 4.4. The next Creative Employer Forum will take place early in the New Year.

5. Recruit London

- 5.1 Recruit London is a free local recruitment service for businesses. Workplace Coordinators train and place out of work residents into jobs across central London.
- 5.2 The service is delivered in partnership by the City Council, Cross River Partnership, and other local stakeholders.
- 5.3 Since the beginning of the financial year and up to the end of Quarter 2 Recruit London has helped 88 residents into employment with employers such as Debenhams and New Look.
- 5.4 Recruit London is also supporting the delivery of an internal target set by the City Council to provide 30 work related opportunities for unemployed residents by the end of March 2018. A campaign encouraging this recruitment across City Council services is scheduled to begin later this month.
- 5.5 Over the recent months Recruit London has secured new ties with companies such as Jupiter Asset Management, Focus Logistics, Corbin and King, Simit Sarayi; the National Theatre and CompuB.

6. Westminster Employment Service (WES)

- 6.1 The Westminster Employment Service provides free help to unemployed residents who need help training for and finding a job.
- 6.2 Since the beginning of the financial year and up to the end of Quarter 2 269 residents have been supported into employment by the Westminster Employment Service; of those 100 were classed as long term unemployed.

Outreach & referrals

- 6.3 The Westminster Employment Service continues to run weekly drop-in session for residents of the Ebury Bridge Estate. This month will see the start of promotion of the service at range of community venues across the city. The service will be promoted through posters and flyers at GP surgeries, health centres, supermarkets and faith and children's centres.

Parental employment

- 6.4 On the 28th September, Westminster Employment Service in partnership with Westminster Public Health, Westminster Artisans, The Abbey Centre and Paddington Development Trust has put on a first session for our new Parental Employment Champions.
- 6.5 These Champions are residents and workers in Westminster who volunteer their time. They are given on-going training to signpost unemployed people interested in working, undergoing training or volunteering.
- 6.6 The session introduced support on a range of topics such as childcare, employment support and study opportunities.

7. Westminster Enterprise Week (WEW)

- 7.1 Westminster Enterprise Week takes place from the 13th - 19th November with over 28 events and workshops and is an official partner of Global Entrepreneurship Week, the world's largest entrepreneurship campaign.
- 7.2 Now in its third year, Westminster Employment Service works with the local business community to encourage young people to explore the world of business and entrepreneurship.

- 7.3 In developing this year's programme of events the Economy Team is working with services such as the Early Help Team, the Virtual School, Housing and the Westminster Employment Service to encourage participation from young people who may not currently be engaged through school or college. Other partners include the Young Westminster Foundation, One Westminster and other organisations which deliver youth services.

Licensing

8. Licensing Charter

- 8.1 The City Council has committed to supporting the entertainment industry to develop a voluntary Westminster Standard which promotes responsible behaviour amongst licensees and sets the standard in terms of caring for the welfare of their patrons and being good neighbours. This standard has been called Westminster's Licensing Charter.
- 8.2 On the 30th October the Licensing Charter and the Westminster Best Bar None scheme were launched by the Leader. The launch event was attended by MPs, Councillors, the Mayor of London's Night Tsar, industry leaders, and venue operators. Response and feedback to the Charter is very positive with stakeholders and partners keen to be involved in this best practice partnership initiative.
- 8.3 The Charter focuses on recognising achievement in good premises, driving forward good practice, through the use of a range of initiatives, such as the Best Bar None scheme within individual premises and across a wider area or district. Protection of the vulnerable from harm is at the core of this work, supporting key licensing objectives.
- 8.4 The Charter is being piloted in the Heart of London Business Alliance BID (HOLBA) area. HOLBA has committed to the Charter on behalf of their licensed businesses. Our aim is to encourage a programme of further uptake across other distinct areas of the City, once the HOLBA pilot has progressed.
- 8.5 The City Council website now has a dedicated section publicising the Charter, and officers will now start to build a platform of best practice and signposting to initiatives available to any area or group of businesses considering the Charter mark. Arrangements are now being put in place to

organise training and the first phase of assessments of businesses for the Best Bar None scheme.

9. Evening and night time economy (ENTE) Vision Statement

- 9.1 I am currently working with officers to develop a “vision statement”. The objective of the statement to articulate a clear vision and set of ambitions that determine what the Westminster ENTE should aspire to.
- 9.2 Once formalised the vision statement will provide a comprehensive framework for longer term policy change that sets clear standards for how we will work with the ENTE industry to promote an even better environment for residents, visitors, businesses and responsible growth.
- 9.3 Work is currently being undertaken by officers to gather an up to date localised evidence base on Westminster’s ENTE to provide the platform on which to build and develop the vision development.

10. Markets

Berwick Street Market

- 10.1 47 applications for pitches on Berwick Street market were determined by Licensing Sub Committee (LSC) on 27th and 28th September 2017.
- 10.2 The Sub Committee members granted 21 licences for pitches on the market and the remaining applications were refused. Of the applications that were granted, 6 have been withdrawn by the applicants and 15 are proceeding.
- 10.3 Over the coming weeks, officers will be arranging appointments for the new food stalls to be inspected by the Environmental Health Consultation Team. Once the Environmental Health requirements have been satisfied, the street trading licences will be issued to allow the new traders to join the market.
- 10.4 In recognition of the difficulties residents of Kemp House have faced with the on-going construction programme the developer PMB has agreed to sponsor a year’s superfast broadband for all residents (57 flats).

Market Curator

10.5 As part of the myWestminster Programme announced at Council on the 8th November a Market Curator will be brought in to co-ordinate and support the improvement of Westminster's markets.

10.6 The role will focus on promoting Westminster's markets to new traders from leading markets across the country in order to improve and diversify the offer currently available.

11. Bond Street Public Realm Improvement Scheme

11.1 The £9.85m public realm improvements to Bond Street commenced in April. Works are progressing in line with the agreed programme, with 40% of the work complete as of October. The scheme will reach completion in late summer 2018 ahead of the arrival of Crossrail 1 in December 2018.

11.2 The aim of the scheme is to improve the public realm throughout Bond Street and provide a safe and secure environment for pedestrians. Wider pavements will improve accessibility, while the use of natural materials in a high quality design will emphasise the importance of Bond Street as a destination.

11.3 Officers are working with local businesses to ensure that the works are delivered sympathetically over the busy Christmas shopping period.

12. Baker Street Two Way Project

12.1 Works on site started on 24th July and progress has been as per the programme schedule. The project is being delivered in three phases. During Phase 1, work will concentrate on the various junctions of Gloucester Place. These works are being delivered with one lane closure on Gloucester Place.

12.2 Phase 2 will focus on three junctions of Marylebone Road – Upper Montagu Street, Gloucester Place and Baker Street. In order to carry out these works there will be one lane closure on each side of Marylebone Road for five months. This lane closure is subject to formal approval from Transport for London. In addition, works will also be undertaken on Park Road/ Rossmore Road junction and two junctions on Baker Street, south of Marylebone Road.

- 12.3 Phase 3 will involve works to various junctions of Baker Street, both north and south of Marylebone Road. Works on all junctions are expected to be completed by end of 2018.
- 12.4 The two-way switch and associated works are programmed for early 2019, exact dates to be finalised.
- 12.5 A weekly email update is sent to all stakeholders who have registered for regular updates. The project website is regularly updated to provide the latest information on on-going works.

13. Brook Street and Davies Street Two Way Project

- 13.1 The switch to two way traffic took place on the 17th September following a comprehensive communication exercise prior to the switch to prepare drivers, businesses and residents for the change.
- 13.2 Two-way traffic operation has now settled down with the temporary traffic management signing put in place to guide drivers through the new two way changes now removed.
- 13.3 Officers will continue to monitor the operation to ensure that the expected benefits of better accessibility within the Mayfair area are being achieved.

14. Hanover Square

- 14.1 Approval will shortly be sought from the relevant Cabinet Members to complete the detailed design stage and to carry out further consultation specifically on the traffic management orders required for delivery of the Hanover Square public realm scheme.
- 14.2 A phased programme is being developed to enable the public realm improvements to be delivered around the Crossrail and associated over-station development works and other adjacent development sites. This will prioritise laying paving immediately outside the new station entrance ahead of the opening of the station in December 2018. Subject to the outcome of the consultation and site access being provided, these works are planned to start on site in summer 2018.
- 14.3 A funding package is being brought together to include private sector contributions, use of s106 funds, Crossrail and Transport for London

contributions, and an allocation from the City Council's Community Infrastructure Levy.

- 14.4 When complete, the scheme will deliver significantly increased and enhanced pedestrian space, with pedestrianisation of the west side of the square and controlled vehicular access into Tenterden Street to limit the potential for pedestrian and vehicle conflicts. New high quality materials will be used throughout the square and this scheme will be linked to adjacent improvement schemes including those currently underway in Bond Street and Brook Street and the proposals currently being consulted on for Oxford Street West.
- 14.5 The comments received during the first consultation have been taken into account with stakeholders adjacent to the square and Historic England being largely positive about the proposals.
- 14.6 The loss of mature, historic trees from the square was a concern expressed by many respondents. Overall the scheme provides a net increase of trees. The four trees suggested for removal are more recent, late 20th century specimens and their removal would assist with the overall improvement to the square and gardens. Further work is to develop a detailed design and layout of the gardens is still to be carried out however no historic, mature trees will be lost in the design.

15. Oxford Street District Transformation

- 15.1 The City Council, Transport for London (TfL), and the Mayor of London are working together to transform Oxford Street and the surrounding streets.
- 15.2 Westminster City Council (WCC), the Greater London Authority (GLA) and Transport for London (TfL) held a first joint consultation on the transformation of Oxford Street from 24 April – 18 June.
- 15.3 On the 6th November I, along with the Mayor of London, launched the second phase of the Oxford Street District Transformation Consultation.
- 15.4 The consultation will run until the 17th December and seeks comments on feedback on a defined scheme to transform Oxford Street West.

15.5 As part of the consultation a series of public road show events will be held with officers from TfL and Westminster City Council available to discuss the consultation with any interested residents and other stakeholders. To ensure that as many people can attend as possible these events will also be held at the weekend (see table below)

Venue	Dates
Main Hall 275 Oxford Street London W1C 2DJ	Tuesday 14 th November 2017 12pm – 7pm Saturday 25 th November 2017 12pm – 5.30pm
Grosvenor Chapel Garden Room 24 St Audley Street London W1K 2PA	Monday 27 th November 2017 12pm – 7pm Saturday 11 th November 2017 12pm – 5.30pm
Wigmore Hall Bechstein Room 36 Wigmore Street London W1U 2BP	Friday 8 th December 2017 12pm – 5.30pm Saturday 9 th December 2017 12pm – 5.30pm

15.6 If the proposals contained within the consultation are approved the City Council and TfL would look to make these changes to Oxford Street ahead of the opening of the Elizabeth line in late 2018.

15.7 The full consultation can be viewed on-line at:
<https://consultations.tfl.gov.uk/roads/oxford-street/>

16. City Promotions, Events and Filming

16.1 The last two months have brought with them the usual variety of events and filming activity being successfully managed by the team.

16.2 Filming for the motion picture Christopher Robin and Johnny English 3 took place at multiple locations throughout the City.

16.3 London Fashion Week took place at locations throughout the city from the 13th – 19th September. Other notable events include LAPADA in Berkley Square, London Film Festival in Leicester Square and Victoria Embankment Gardens, the Royal Parks Foundation Half Marathon and

the FIFA Awards at the London Palladium .All road closures and clear up operations took place within the time agreed by event organisers.

Green Plaque Scheme

16.4 There are now 120 green plaques around Westminster to celebrate the life and works of individuals and organisations that have made contributions that have, in many cases, extended well beyond our borders.

16.5 Upcoming unveilings:

Gold Brothers at 43 Carnaby Street to commemorate the site of their Lord John Boutique. The shop was an instant success and is considered as one of the main factors in Carnaby Street enduring popularity and fashionable reputation and is also famous for its psychedelic mural. The unveiling will take place on the 22nd November and has been sponsored by Shaftesbury Plc.

Captain Colyer-Fergusson VC was born in Portman Square in February 1896 and was a recipient of the Victoria Cross, the highest and most prestigious award for gallantry in the face of the enemy that can be awarded to British and Commonwealth forces. A plaque adjacent to Portman Square is scheduled for installation in 2017.

Anthony Powell at 9 Shepherd Street where he lived and worked. Powell was the author of the acclaimed twelve volume work 'A Dance to the Music of Time', as well as working as a celebrated critic and reviewer. Installation and unveiling to be confirmed.

William Somerset Maugham at 2 Wyndham Place. Somerset Maugham was a novelist and playwright and lived at the property from 1919 until 1923.



Business, Planning and Transport Policy & Scrutiny Committee

Date:	15 November 2017
Classification:	General Release
Title:	2017/18 Work Programme and Action Tracker
Report of:	Director of Policy, Performance & Communications
Cabinet Member Portfolio	Deputy Leader/Cabinet Member for Business, Culture and Heritage Cabinet Member for Planning and Public Realm Cabinet Member for City Highways
Wards Involved:	All
Policy Context:	All
Report Author and Contact Details:	Artemis Kassi x 3451 akassi@westminster.gov.uk

1. Executive Summary

- 1.1 This report presents the current work programme for approval based on discussions at the last Committee meeting and with senior officers. It also provides an update on the action tracker.

2. Key Matters for the Committee's Consideration

- 2.1 The Committee is asked to:
- Note the changes to its terms of reference;
 - Review, approve and, where required, prioritise the draft list of suggested Work Programme items at Appendix 1; and
 - Note the Action Tracker at Appendix 2.

3. Current Work Programme

- 3.1 This work programme takes from the work programme agreed at the Committee's last meeting on 13 September 2017 and incorporates changes

based on the modified agenda for this meeting. It is presented here for the Committee to review and amend as appropriate.

- 3.2 There have been three key changes to the Work Programme for the Committee's November meeting.
- 3.3 The first key change to the Work Programme is the result of changes to Cabinet Member portfolios. As a result of these changes the Committee is now responsible for the scrutiny of:
- Licensing policy and enforcement;
 - Strategic oversight of the Evening and Night-Time Economy;
 - Public Protection; and
 - Street management.
- 3.4 These changes have necessitated the review of delivery of both the Safer Westminster Partnership and Prevent Strategies at this Committee's November meeting. These items had originally formed part of the agenda for the Adults, Health and Public Protection Policy and Scrutiny Committee's meeting on 22 November.
- 3.5 The second key change to the Work Programme is the re-scheduling of an item on officer advice. The item concerns Building Heights (Getting the Right Growth for Westminster). This will be re-scheduled until a later date in the Committee's Work Programme, reflecting changes to the City Plan programme to take account of significant changes to relevant national and regional policies and the necessity to take the appropriate time in order to properly take these in to account.
- 3.6 The third change is the re-scheduling of 'Street Markets'. Officer advice recently received is that it would be premature to update the Committee at this point as the strategy is still under development. The earliest that this item may be ready for review by the Committee is mid-2018.

4. Future Work Programme

- 4.1 Following the changes mentioned above, the Committee's February meeting currently has three items on its agenda. A review of the first year of operation of the Community Infrastructure Levy may be dealt with in a written briefing. This would leave a review of the services provided to customers by the Utility companies (including Thames Water and the UK Power Networks) and the Place Shaping/Transformation of Oxford Street to be considered by the Committee.

If you have any queries about this Report or wish to inspect any of the Background Papers, please contact Artemis Kassi

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APPENDICES:

- Appendix 1-** Suggested Work Programme
Appendix 2- Action Tracker

Appendix 1

ROUND ONE (12 JUNE 2017)		
Agenda Item	Reasons & objective for item	Represented by:
Cabinet Member Q&A	To hold to account and review the activity of the Cabinet Member.	Councillor Danny Chalkley, Cabinet Member for City Highways
Business Rates	An examination of the impact of revaluation on Westminster businesses	Martin Hinckley

ROUND TWO (13 SEPTEMBER 2017)		
Agenda Item	Reasons & objective for item	Represented by:
Cabinet Member Q&A	To hold to account and review the activity of the Cabinet Member	Councillor Daniel Astaire, Cabinet Member for Planning and Public Realm
Broadband update	To receive an update since the last appearance at Committee in March 2016	David Wilkins Councillor Jonathan Glanz G Network
Highways Code of Practice	To review the Council's response to the new code of practice	Kevin Goad

ROUND THREE (15 NOVEMBER 2017)		
Agenda Item	Reasons & objective for item	Represented by:
Cabinet Member Q&A	To hold to account and review the activity of the Cabinet Member	Councillor Robert Davis (Deputy Leader / Cabinet Member for Business, Culture and Heritage)
Overview of Prevent Delivery	To report on delivery of the Prevent Strategy within Westminster	Sara Sutton, Director, Public Protection and Licensing/ Mark Chalmers



Business, Planning and Transport Policy and Scrutiny Committee

Safer Westminster Partnership update	To report on progress in delivery of the Safer Westminster Partnership strategy. To provide an update on the Safer Westminster Partnership Strategic Assessment	Sara Sutton, Director, Public Protection and Licensing
Assets of Community Value/ Pubs	A follow-up to update the Committee since the last report in 2016	Ezra Wallace, Head of Corporate Policy and Strategy/Andrew Barry-Purcell, Place and Investment Policy Manager

ROUND FOUR (8 FEBRUARY 2018)

Agenda Item	Reasons & objective for item	Represented by:
Cabinet Member Q&A	To hold to account and review the activity of the Cabinet Member	Councillor Danny Chalkley, Cabinet Member for City Highways
The Service provided to customers by the Utilities	To include Thames Water and UK Power Networks	Kevin Goad/Stuart Love
Community Infrastructure Levy	To review the first year of operation	Andrew Barry-Purcell
Place Shaping/The Transformation of Oxford Street	A report outlining this new function, its work programme and priorities. To inform the Committee of the plans for Oxford Street	Barbara Brownlee/Graham King, Ed Watson, Barry Smith

ROUND FIVE (12 APRIL 2018) N.B. This meeting will be affected by Purdah

Agenda Item	Reasons & objective for item	Represented by:
Cabinet Member Q&A	To hold to account and review the activity of the Cabinet Member	Councillor Daniel Astaire, Cabinet Member for Planning & Public Realm



UNALLOCATED ITEMS

Agenda Item	Reasons & objective for item	Represented by:
Nine Elms Bridge	Update post-consultations	Graham King/Hilary Skinner
Planning's role in delivering more affordable housing	(Tied to the City Plan)	Andrew Barry-Purcell
London's Local Plans - are they supporting Neighbourhood Planning?	(Tied to the City Plan)	Barry Smith
Building Heights – Getting the Right Growth for Westminster and City Plan Revisions	(Tied to the City Plan)	Andrew Barry-Purcell
The Apprenticeship Levy	(To review the Apprenticeship Levy since its introduction in April 2017)	Lee Witham
Cycling Strategy	Update on delivery to include progress of the Cycling Superhighways	Stuart Love - No information from TfL until after the election
Telephone Boxes Across Westminster	To consider the proliferation of telephone boxes across the City from a number of different providers	John Walker / Andrew Barry-Purcell
Crossrail 2	To update the Committee	Graham King
Street Markets	Update the Committee	Stuart Love/Ed Watson/Greg Ward

TASK GROUP

A task group has been agreed on the Evening and Night-Time Economy (ENTE), including the impact of the Night Tube. This will feed into the Council's vision and plans for the ENTE. Terms of Reference have been agreed

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Appendix 2

13 September 2017		
Agenda Item	Reasons & objective for item	Follow Up
Item 8 Work Programme	UK Power Networks to be asked to provide a statement on the power network explosion at Oxford Street on 7 September 2017 (Artemis Kassi, Policy and Scrutiny Officer)	Completed
	A written update to be provided on the current position regarding the cycling strategy and progress of the Cycling Superhighways (Anthony Sabato, Service Development Manager; Toby Jacobs, Sustainable Transport Officer; Artemis Kassi, Policy and Scrutiny Officer)	Requested

12 June 2017		
Agenda Item	Reasons & objective for item	Follow Up
Item 4 Cabinet Member Update	That a written response is provided to the Committee in relation to the CIL question set out in paragraph 4.3 (Councillor Danny Chalkley and Joe Penny, Cabinet Officer).	Completed
	That a copy of the 'Building Height: Getting the Right Kind of Growth' consultation report, potentially in draft form, is provided to the Committee as soon as it is available (Councillor Daniel Astaire, Cabinet Member for Planning and Public Realm and Madeleine Hale, Senior Cabinet Officer).	Officer advice to Chairman (November 2017) that this item is affected by revisions to the City Plan and can be reviewed once the City Plan is finalised

Action Tracker



Business, Planning and Transport Policy and Scrutiny Committee

	That BT be invited to address the Committee, potentially in the autumn (Muge Dindjer, Policy and Scrutiny Manager / Jonathan Deacon, Senior Committee and Governance Officer).	Item on the proliferation of telephone boxes has been added to the unallocated items but should cover other providers as well as BT
	That all Councillors and amenity societies were made aware of the Westminster Business Unit drop-in session on 27 June (Greg Ward, Director of Economy).	Requested (Greg Ward)
	The report authors of the proposed items for the November meeting to be consulted as to whether it was still appropriate for them to be considered then (Muge Dindjer / Jonathan Deacon).	Completed
	Councillor Crockett would be consulted as to whether the 'Assets of Community Value / Pubs' item should proceed in November (Muge Dindjer / Jonathan Deacon).	Completed- Councillor Crockett would like to keep this item for November
	The current position in respect of Nine Elms Bridge was ascertained (Artemis Kassi / Jonathan Deacon / Hilary Skinner / Graham King)	Public exhibitions took place in late June / early July. No further information has been published since then.
	That it is monitored when it would be appropriate to scrutinise the Cycling Strategy and a review of the Cycling Superhighways (Muge Dindjer / Jonathan Deacon)	Officer advice is that November would be the earliest time to consider this item.

Action Tracker



Business, Planning and Transport Policy and Scrutiny Committee

8 May 2017

Agenda Item	Reasons & objective for item	Follow Up
Item 4 Cabinet Member Update	That a response be sought from Councillor Chalkley on how many penalty notices had been issued to date by "Air Quality Champions"	Completed
Item 5- Work Programme	A follow up report be provided on assets of community value/pubs. Barry Smith	Programmed for November
	Investigate how best to take forward evening and night time economy item	Proposals made to Chairmen of this committee and Adults, Health and Public Protection Policy and Scrutiny Committee.
	Information to be provided to Committee as to when relevant data can be made available on the night tube.	Information sent to committee 1.6.2017. Data available from autumn 2017.

March 2017

Agenda Item	Reasons & objective for item	Follow Up
Item 4- Cabinet member Update	That a written response is provided to the Committee in relation to the questions 'how many planning committee decisions had been contrary to the officers' recommendations over the previous two years? How many cases were won on appeal?'	Completed Response sent to Committee on 27.4.17

	<p>That Councillor Astaire contacts Councillor Alexander about developments in the Marylebone Road area (Councillor Daniel Astaire, Cabinet Member for Planning and Public Realm and Madeleine Hale, Senior Cabinet Officer).</p>	<p>Requested (Madeleine Hale)</p>
	<p>That a response be sought from Councillor Chalkley in respect of Councillor Scarborough's question on the twenty mph trial scheme (Councillor Danny Chalkley, Cabinet Member for City Highways and Sion Pryse, Cabinet Officer) and the answer circulated to the Committee.</p>	<p>These will go live in May 2017 and run for 6 months. Suggested that committee be updated via the cabinet member report in the Autumn and the evaluation will be in Q4.</p> <p>Map of schools/zones distributed to committee.</p>
<p>Item 5- Planning Report</p>	<p>That planning officers write to the 2014 intake of Westminster Councillors to inform them of the planning training available</p>	<p>Completed</p>
	<p>That Councillor Astaire, Mr. Smith and Mr. Walker be requested to consider how often and in what format an update on progress regarding delivering housing, including affordable housing, through the planning process is provided to the Committee.</p>	<p>Requested</p>
	<p>The WPA to be consulted as to whether it might be willing to consider contributing financially towards the Council maintaining a record of the development management (planning application) process.</p>	<p>The WPA's initial response is they see no value in funding such a project. They consider it would not be beneficial for their members or add value to the development</p>

		management process.
	That Councillor Scarborough is included in the list of councillors to receive a list of applications which were being considered at future planning committee meetings	Completed
Item 7- Work Programme	Councillor Chalkley and the relevant officers to be consulted as to whether it was appropriate timing to consider Baker Street Two Way and 20 miles per hour trial areas at the 7 June meeting	<p>Baker Street two way system coming to May meeting.</p> <p>Officers are drafting a briefing note now on 20mph trial areas but evaluation of schemes won't be ready until Feb 2018 as not yet commenced and will run for 6 months.</p>
	Councillor Chalkley and the relevant officers to be consulted on the appropriate timing regarding an update on the Cycling Superhighways	Officers advise that this should be reported November at the earliest.
	Councillor Astaire and the relevant officers to be consulted as to the potential for a task group on parties which make representations in respect of planning applications being able to address the planning committees	Requested
	Councillor Astaire, the relevant officers and Councillor Crockett to be consulted on the potential for a task group on assets of community	Officers have responded to say no longer appropriate Government has announced they will

Action Tracker



Business, Planning and Transport Policy and Scrutiny Committee

	value / pubs.	remove permitted development rights for pubs.
	The Committee requested a document setting out the respective stages that the Neighbourhood Forums are at	Completed sent to Committee on 27.4.17
	Councillor Glanz and the relevant officers to be consulted on progress on digital	Councillor Glanz has agreed to be a witness for the meeting considering this item in September
	Those expert witnesses are invited to attend the May meeting in order to address the Committee on business rates.	Sir Peter Rogers has agreed to attend June meeting and this item has been moved to June.