



City of Westminster

Cabinet Member Report

Decision Maker:	Cabinet Member for Built Environment
Date:	15th July 2015
Classification:	For General Release
Title:	Publication Draft of the Mixed Use Revision to Westminster's City Plan and Article 4 Direction for office to residential conversions
Wards Affected:	All
City for All Summary	The delivery of the mixed use revision is a City for All priority under Heritage
Key Decision:	Yes
Financial Summary:	There are resourcing implications associated with the more flexible requirements for delivery of housing through the mixed use policy that will impact on payments in lieu to the Affordable Housing Fund. There are also resourcing implications associated with the Article 4 Direction for office to residential conversions covering the Central Activities Zone.
Report of:	Lisa Fairmaner, Lead of Spatial and Environmental Advisor

1. EXECUTIVE SUMMARY

1.1 The City Council is undertaking a number of revisions to the adopted Westminster's City Plan: Strategic Policies (November 2013). As City for All priorities, Publication Drafts of the Mixed Use Revision has been prepared for the statutory Regulation 19 consultation stage, together with supporting documentation.

1.2 Initial work on the City Management Plan started in October 2008 and the Core Strategy, providing the initial strategic policies, was adopted in January 2011. The full consultation process is as follows:

Notification of the intent to prepare the plan	Oct/Nov 2008
Consultation to identify policy options	Jun 2009 to Dec 2010
Consultation on policy options document	Jan/Feb 2011
Consultation on draft document	Nov 2011 to Mar 2012
Informal consultation on topic-based booklets	Oct 2013 to Mar 2015

1.3 The loss of offices emerged as an issue at both the Core Strategy and NPPF Revision consultation stages. However, as the loss of offices coincided with the introduction of the Mayoral Community Infrastructure Levy and the 2012 Olympic and Paralympic Games, it is only recently that it has been appropriate to consider it a more long-term trend. The Mixed Use Revision seeks to incentivise office delivery, stop office losses where a) there is insufficient supply to mitigate the loss and b) the office accommodation is of a high quality and/or the housing offer doesn't make an appropriate contribution to meeting need.

1.4 The revision is accompanied by an Article 4 Direction covering the Central Activities Zone removing permitted development rights for office to residential conversions. This has not been raised previously. In May 2013 a change to the General Permitted Development Order temporarily allowed changes of use from B1 offices to C3 residential without planning permission, with a sunset clause of 30th May 2016. In July 2014 the government consulted on making these rights permanent and removing the current exemption which applies to the Central Activities Zone. The Article 4 Direction is a precautionary measure in case the government proceeds with these changes, as it is a non-immediate direction and as such will not come into effect until July 2016.

1.5 Attached at Appendix 1 is the Publication Draft Mixed Use Revision to Westminster's City Plan. Attached at Appendix 2 is the Integrated Impact Assessment for the revision. Attached at Appendix 3 is the Consultation Statement for the revision. Appendix 4 provides a clean copy of the mixed use policies for ease of reference. Attached at Appendix 5 is the consultation letter notifying the consultations under Regulation 19 and the Article 4 Direction, and the statement of the representations procedure for Regulation 19. Appendix 6 is the letter to be sent to the Mayor of London, seeking a view on the general conformity of the proposed submission documents in accordance with Regulation

21. Appendix 7 is a draft Article 4 Direction for office to residential conversions covering the Central Activities Zone and a map showing the proposed area.

2. RECOMMENDATIONS

- 2.1 That the Cabinet Member for Built Environment agrees the Proposed Submission Documents for publication under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 attached as Appendices 1-3 to this report.
- 2.2 That the Cabinet Member approves a non-immediate Article 4 direction for the Central Activities Zone to remove permitted development rights for office to residential conversions, as attached in Appendix 7 to this report.

3. REASONS FOR DECISION

- 3.1 To enable progress on these key policy areas in accordance with City for All and provide a robust policy framework within the statutory local plan to determine applications involving offices.

4. BACKGROUND, INCLUDING POLICY CONTEXT

- 4.1 The City Council is in the process of developing its Local Plan, setting out the policies for managing development of the City. Westminster's City Plan, containing the strategic policies, was adopted on 13th November 2013 updating and fully replacing the Core Strategy, which was revised in light of the publication of the NPPF.

- 4.2 In parallel to this, the city council has been developing its detailed development management policies. Originally, these were developed as a separate Development Plan Document (DPD) called the 'City Management Plan' (CMP), which has been through the following stages:

Notification of the intent to prepare the plan	Oct/Nov 2008
Consultation to identify policy options	Jun 2009 to Dec 2010
Consultation on policy options document	Jan/Feb 2011
Consultation on draft document	Nov 2011 to Mar 2012
Informal consultation on topic-based booklets	Oct 2013 to Mar 2015

- 4.3 Following the enactment of the Localism Act (2011), and the publication of the NPPF in March 2012 it was decided to merge the adopted Core Strategy with the emerging CMP to create a single Local Plan for Westminster – to be called 'Westminster's City Plan'. Therefore after this time the detailed development management policies have been progressed as a revision, referred to as the 'CMP Revision to the Core Strategy' and more latterly the 'City Plan Revision'. It

will ultimately replace all remaining 'saved' policies in the Unitary Development Plan.

- 4.4 The publication of the NPPF, the adoption of the Mayor's London Plan (and subsequent modifications), along with key local policy issues and Government changes to the planning system have resulted in a fast changing policy environment. The opportunity is also being taken to revisit the strategic direction and policies for Westminster, as well as responding to more recent trends such as the loss of offices. This is important but is also delaying plan development overall as these areas were not subject to the original consultation in 2009 – 2012. This will help deliver key priorities for the City Council such as the work of the West End Partnership, and making the most of development opportunities including Crossrail 1 in the short term and Crossrail 2 in the medium to longer term.
- 4.5 In March 2015, a new Local Development Scheme was agreed which separated the City Plan Review into a number of revisions. This report concerns the Mixed Use Revision. Mixed use, or more particularly the loss of office floorspace, emerged as an issue from 2010 onwards. However, it was only recently that this could be considered to be a longer term trend that required policy intervention, rather than a short-term anomaly in the market coinciding with the introduction of the Crossrail CIL and the London Olympics and Paralympics. It has therefore had a shorter consultation timeframe, starting with the consultation booklet consulted on in Dec 2014- Mar 2015. However, the development industry has raised this as an issue since 2010, and it was the subject of discussion at both the Core Strategy and NPPF Revision examinations.
- 4.6 This stage of plan development is the pre-submission formal consultation stage for these revisions, as prescribed in Regulations 19 and 20 of the Town and Country Planning (Local Planning)(England) Regulations 2012. It is also the stage that the Mayor is consulted regarding general conformity with the London Plan, as prescribed in Regulation 21 of those Regulations. The consultation is intended to take place from 10th July to 4th September 2015. The City Council believes that the attached Publication Draft revisions are 'sound' (as defined in the National Planning Policy Framework (NPPF)) and intends to submit to the Secretary of State. They are:

Positively prepared – based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development;

Justified – the most appropriate strategy, when considered against the reasonable alternatives, based on proportionate evidence;

Effective – deliverable over its period and based on effective joint working on cross-boundary strategic priorities; and

Consistent with national policy –they enable the delivery of sustainable development in accordance with the policies in the NPPF.

Publication Draft Mixed Use Revision to Westminster’s City Plan

4.7 The adopted strategic policy framework in Westminster’s City Plan is based on the presumption that developers would prefer to bring forward offices than other types of floorspace in Westminster. This has now not been the case for four consecutive years (2010/11 - 2014/15), with conversions and redevelopment predominantly to residential use resulting in the loss to date of 167,000sqm of offices, with a further loss of 158,000sqm of offices under construction and 254,000sqm permitted but not started. In this context the presumptions underlying the adopted policy no longer apply and a new policy approach is needed as soon as possible to provide an adopted policy framework to support the decision-making process and investment decisions.

4.8 The Mixed Use and Office to Residential Conversion booklet was published for informal consultation between 12th December 2014 and 27th March 2015. It proposed significant changes to the existing policy approach, which had not been consulted on during the earlier consultation phases as this has only recently emerged as an issue requiring policy intervention. As such, the booklet included a number of options that were mutually exclusive, rather than a fully workable policy framework, as follows:

- i applying a higher threshold to the current mixed use policy;
- ii requiring commercial/social and community floorspace from the loss of offices;
- iii refusing the replacement of office floorspace with residential where the disbenefit of the office loss outweighs the benefit of the housing.

4.9 The intention of the Regulation 19 proposed approach is two-fold: incentivising office delivery; and providing a policy framework for determining applications seeking displacement of offices with residential over a range of market conditions. This is summarised as follows:

- i adding a higher threshold and additional flexibility to the adopted mixed use policy to incentivise new office development, with the mixed use policy only applying to a reduced proportion of the net gain in floorspace (Policy S1A, S1B and S1C);
- ii refusing the replacement of office floorspace with residential where the disadvantages arising from the loss of office space outweigh the benefits of the gain in housing (Policy S20);

- iii and, where the principle of office loss is accepted, still requiring commercial/social and community floorspace alongside the housing (Policy S1D);
- iv including a new jobs target (Policy S18) and office jobs target (Policy S20) to enable assessment of office market performance to weigh against housing delivery performance (Paragraph 4.9, as set out in the London Plan), supporting assessment of the relative benefits/disbenefits of office losses at a macro level.

In addition, the following changes have been made to maximise options for mixed use provision:

- v only applying the mixed use policy to offices, therefore excluding hotels, retail etc (Policy S1A, S1B and S1C);
- vi only applying the current mixed use policy to Core CAZ, the Opportunity Areas and the Named Streets, and allowing the required residential floorspace to be provided anywhere in the wider CAZ (Policy S1B and S1C); removing the requirement for the mixed use floorspace to be provided within an Opportunity Areas from Tottenham Court Road as this area is so small (Policy S1C);
- vii allow schemes permitted before the policy is implemented (and still unimplemented) to register as credits policy (Policy CM47.2). Given the significant pipeline of residential, these schemes can be used to meet the mixed use requirements therefore enabling further office floorspace to come forward.

Clean copies of the proposed policies have been included In Appendix 4 for ease of reference.

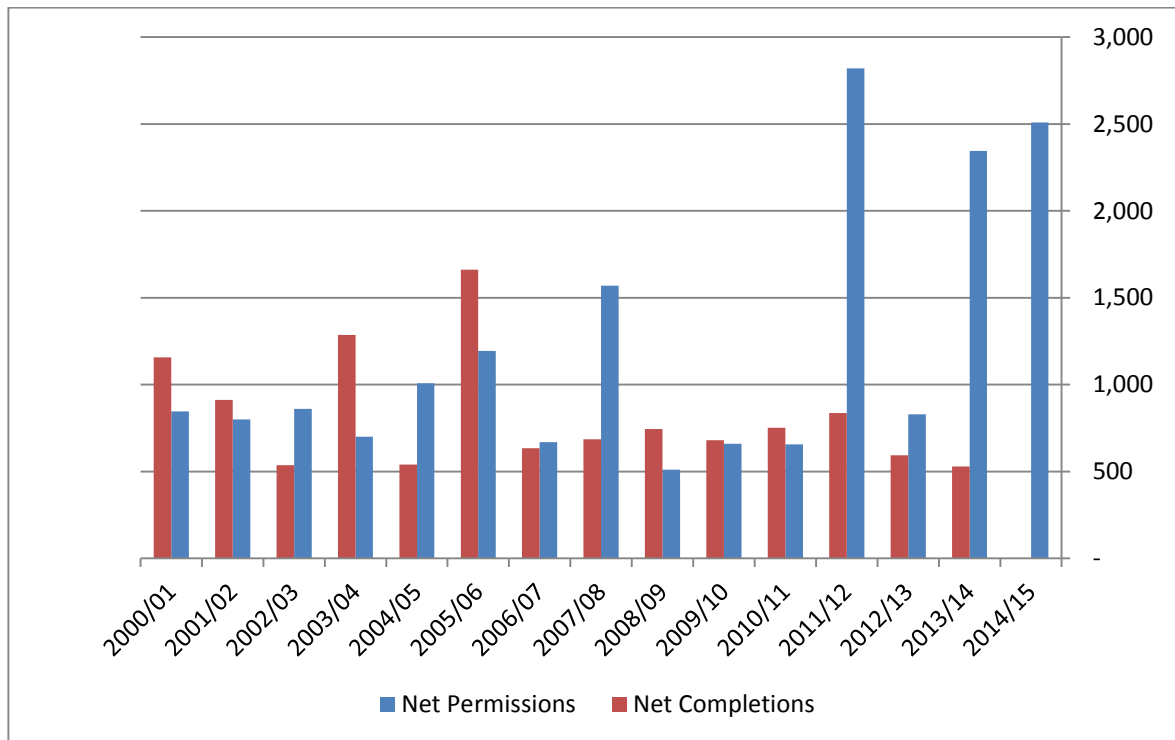
- 4.10 The protection of offices policy in S20 is a different approach than the City Council has traditionally applied in order to work effectively across a range of market conditions. Effectively the loss of office floorspace to residential will be a matter of judgement in each case, and will depend on the macro context (e.g. how much office floorspace is being and has been delivered to meet business needs *vis-à-vis* residential floorspace) and site specifics (e.g. how suitable the site/building is for meeting commercial needs and how well the proposed housing mix meets need).
- 4.11 In order to support this decision-making, a target for commercial floorspace has been added to Policy S18 and a target for offices has been added to Policy S20. This accords with the 'soundness' requirement to meet objectively assessed need, including paragraphs 20 and 21 of the NPPF. The commercial target is based on GLA projections. The office target is arrived at in two different

calculations: firstly, derived from the commercial target and assuming 49% of Westminster's jobs will be office-based by 2036 (currently 46%). Secondly, using the GLA projections which are an average of projected growth tempered by past growth rates. These calculations both arrive at the same figure, which is therefore considered robust.

- 4.12 In relation to iv above, removing the requirement for mixed use from Pimlico, Marylebone and Fitzrovia outside the Named Streets and Knightsbridge outside the Core CAZ will not impact significantly as these are not core areas for commercial development. There were no benefits derived through the mixed use policy from schemes in these areas over the past 5 years. However, these areas can provide the housing needed to meet Policy S1A, S1B and S1C within Core CAZ and the Named Streets through land use swaps and credits. They are predominantly residential in nature and therefore will contribute to housing stock to meet the policy. Other sources of housing to meet the policy requirements can be provided through development uplift, including through swaps and credits (Policies CM47.1 and 47.2).
- 4.13 Policy S1D, requiring commercial floorspace where offices are being replaced by residential, is most importantly *only* applied where the principle of the office loss is accepted under Policy S20 in the first instance. This part of the policy applies to all of the residential floorspace gains - even the floorspace that comes from development uplift and isn't replacing offices. This is considered appropriate because the objective is to deliver mixed use overall so all of the increase in residential is relevant. However, below the 50% uplift threshold, there is no specific amount of commercial or social/community floorspace, so officers/members can negotiate, taking the site specific circumstances into account with a view to achieving mixed use. This includes straight changes of use where there is no net increase in floorspace (e.g. a straight conversion of an office block to flats). Above a 50% uplift, an equivalent amount of commercial or social/community floorspace will be required.
- 4.14 The Payment in Lieu (PiL) for the residential element would be based on the current affordable housing PiL converted to a per sqm figure: £3,587.50 per sqm or £4,787.50 per sqm in higher value areas. This grossly undervalues the cost of provision of housing (the CIL evidence by BNP Paribas sets residential sales values at £22,400 per sqm in the prime areas and £15,750 per sqm in the core) however the introduction of an alternative figure will not be available until the full review of the PiL as part of the main revision to the City Plan, or a separate housing revision. In order to arrive at a value for the PiL for commercial floorspace (Policy S1D) the office and retail rental values in the same BNP Paribas report have been compared them to those residential values referred to above. With prime values for office and retail averaging at £975 per sqm and core at £825 per sqm, this is only about 4% - 5% of the residential values. As such, £188 per sqm would be sought for the Civic Enterprise Fund, or £208 per sqm in high value areas. Again, this would need to be reviewed as part of the

wider review of housing policy when the affordable housing PiL is reviewed but is the most appropriate figure in the interim.

4.15 It is noted that there will be a reduction in housing delivery arising from the revision. However, the reduction in housing delivery is predominantly from refusals of office losses, which accounts for the significant increase in housing permissions since 2010 (see graph on the following page). This supply is expected to be reduced from 1st September 2015 in any case as the City Council has signalled its intention to refuse office losses from this date in order to regain an appropriate balance between housing and commercial delivery across CAZ. The projections of housing supply which form the basis of the revision and the housing target agreed with the Mayor and included in the London Plan are based on longer-term housing delivery. Therefore the recent increase in housing permissions has a limited impact on the projections or housing target as it is relatively short term, and as such the City Council is not overly reliant on office losses as a source of housing.



4.16 Over the past 5 years, permission was only granted for 555 net units subject to Policy S1, making up only 6% of the total permissions from this period (almost 18,000 housing units for the 5 year period). As such, application of the mixed use policy delivers a very small amount of housing in the overall context and changes to the policy will not significantly impact on housing delivery. There will also be a loss in payments in lieu to the affordable housing fund which are discussed in detail in paragraphs 5.2 and 5.3 below.

- 4.17 The proposed draft Article 4 text is included at Appendix 7.1 and the proposed notice text is included at Appendix 7.2. A map showing the extend of the Article 4 Direction, Westminster's Central Activities Zone is included at Appendix 7.3.

Article 4 Direction for Office to Residential conversions

- 4.18 Temporary permitted development rights currently apply in respect of the change of use of premises from a B1(a) office use to C3 residential use (See Class J). This is subject to Prior Approval being sought in respect of flooding, contamination, highways and transport issues. For a property to benefit from C3 use, the use must begin by 30th May 2016 (i.e. the prior approval implemented). Westminster's Central Activities Zone is exempted from these permitted development (PD) rights.
- 4.19 An Article 4 Direction is a direction under Article 4 of the General Permitted Development Order which enables the Secretary of State or the local planning authority to withdraw specified permitted development rights across a defined area. In this instance it would be the right to change the use of a building from B1 office to C3 residential across the Central Activities Zone, the area of the current exemption. In order to make a new article 4 direction the legal requirement is that the local planning authority is "satisfied that it is expedient that development should not be carried out unless permission is granted." As the policy framework set out in the Regulation 19 Mixed Use Revision is predicated on the planning application process, and is necessary to ensure the performance of the local economy (of international importance) and deliver sufficient business floorspace, it is expedient that the Article 4 Direction is made.
- 4.20 Article 4 directions can take immediate effect (an 'immediate article 4'), or can take effect after a period of one year (non-immediate). An immediate article 4 can render the city council liable to paying compensation. Those expenses that are compensable costs incurred in abortive works or abortive expenses such as the planning application fee, any professional fees (architects fees, drawing fees etc) and, in the event of a refusal, 'any loss or damage directly attributable to the removal of the permitted development rights', including any loss of value to the property. Taken together these costs would be significant and not within the financial resources of the Council. For this reason a non-immediate article 4 is recommended.
- 4.21 In the case of a non-immediate article 4, the only financial implication is that there would be no planning application fee for a proposal which would otherwise have been PD. However, this will not have a significant impact. In the short- to medium-term such applications would be refused until such time as the office market has recovered. This is expected to take some time because of the significant pipeline of office losses in extant permissions (although there are indications that the office to residential trend has already slowed). Therefore there are not expected to be a significant number of applications and any that are submitted would be expected to be refused during this period as the criteria for

approval would not be met. When office delivery recovers, the Article 4 Direction would forfeit the flat £80 prior approval fee under the PD rights, per scheme (rather than the current £385 per dwelling fee under the planning application regime). This loss is deemed immaterial in the context of the damage of continued office losses.

Next Steps

- 4.22 The submission documentation will be published for consultation in accordance with Regulation 19 from 10th July to 4th September 2015, a period of 8 weeks. Any responses received in accordance with Regulation 20 will be considered, together with the Mayoral response in relation to general conformity with the London Plan in accordance with Regulation 21. Any necessary amendments will be made and the submission documentation will be agreed by the Cabinet Member for recommendation to Full Council to agree for submission to the Secretary of State.
- 4.23 Following this, the revisions will be submitted to the Secretary of State in accordance with Regulation 22 for consideration by an independent inspector, most likely at a public examination. The Inspector will report in due course, and subject to the Inspector's recommendations and any necessary changes, the revisions will be adopted by Full Council.
- 4.24 The next steps in making the Article 4 direction are:
- i. Serve notice locally (i.e. by local news paper advertisement and site notices) and notify the Secretary of State.
 - ii. The notice period must be at least six weeks. Within these six weeks the City Council must allow at least 21 days for comments.
 - iii. If the direction is materially changed as a result of the consultation, it will be necessary to reconsult.
 - iv. After the expiration of one year confirm the Article 4 (by Cabinet Member report).
 - v. Serve notice within the City and to the Secretary of State that the Article 4 has been confirmed.

5. FINANCIAL IMPLICATIONS

- 5.1 In considering the policy changes, it is clear that this will result in a reduction in receipts to the City Council's Affordable Housing Fund (AHF). Funding is secured for the AHF through Section 106 agreements for planning applications in two ways:
- i. as a payment in lieu of affordable housing that should have been provided alongside market housing, and

- ii. as a payment in lieu of housing (both market and affordable) that should have been provided under the 'mixed use policy'.

The changes to the mixed use policy will impact on receipts under ii. above. Although these payments are made to the affordable housing fund, they are derived from commercial development.

5.2 Using past data (see below) as a 'best estimate' the combined impact of the policy changes on the AHF would be in the region of potential receipts¹ of £14 million over a 5 year period, or about £2.5 - £3 million per annum. There would be a further potential loss of about £10 million (£2m p.a.) from those schemes subject to the mixed use policy, but which result in net office losses to residential gains (they may have a new retail element which triggers the mixed use policy, for example). These losses will be stopped from 1st September 2015 when office losses will start being refused. This is in the context of a total AHF receipt of £172 million over the same period (£34.5 million p.a.). It is noted, however, that potential receipts for 2014/15 account for almost half that total.

	Potential Payments in Lieu	Potential on-site AH Units
Removing non-office commercial	£5,780,000	0
Removing wider CAZ	0	0
Removing uplifts < 30%	£6,540,000	0
For 30%-50%, removing floorspace below 30%	Approx 75% development capacity which delivered £2,080,000 (£1,560,000)	0
For >50%, removing floorspace below 30%	Approx 22% development capacity which delivered £770,000 (£190,000)	0
Mixed use schemes involving office losses to residential	£9,900,000 ²	4
<i>Office losses to non-residential³</i>	£5,220,000	0

5.3 Whilst there will be some impact on the AHF from the proposed policy, this is relatively small compared to the receipts from the affordable housing policy (i.e. delivered from market housing). Almost half of the loss from the mixed use policy is generated by the refusals of office losses to residential in the first instance, and

¹ These are payments in lieu for permissions, some of which will not go on to be implemented and therefore no payment made.

² There are a number of instances where schemes subject to the mixed use policy nonetheless provide housing. In the majority of cases the residential floorspace is equivalent or more than the commercial floorspace and therefore the payment is generated by the affordable housing policy, not the mixed use policy. However, in two schemes falling within this category, it is not possible to tell, and these delivered a combined total of £1.2 million.

³ It is not proposed to stop office losses to non-residential as these uses generate jobs and contribute to the local economy and agglomeration of commercial activity e.g. hotels. However this data has been included for completeness.

this loss of funding is immaterial when considered in the context of the detrimental impact of continued office losses on Westminster's commercial core and agglomeration benefits, local economy and international reputation. Of the remaining loss, the main policy impacts are from removing the policy requirement from smaller schemes of less than 30% uplift and only applying S1 to B1 offices rather than all commercial floorspace. However, as noted, these losses are relatively small and are outweighed by the gains in incentivising employment growth.

- 5.4 In the event that the Article 4 Direction comes into force (if the Secretary of State extends the current PD rights and removes the CAZ exemption) there will be a loss of the £80 prior approval fee for each office to residential conversion. This is considered immaterial, particularly in the context of the impact of the continued loss of offices, and the inability to negotiate appropriate affordable housing and other planning obligations. Furthermore, with the removal of PD rights, developers are more likely to make more significant changes to realise the value of the investment works, and therefore pay the full fee of £385 per dwelling.
- 5.5 There are limited financial implications as a result of the actual programme of plan delivery. Work on developing policies is met from existing budgets and public consultation will be undertaken electronically, thereby, minimising printing costs, etc. This will involve additional examinations by an independent inspector, however the cost savings from introducing revisions in a timely way is likely to balance those costs out (e.g. reduced staff queries, reduced appeal costs etc) The costs associated with public consultation and the examinations will be met from existing budgets.

6. LEGAL IMPLICATIONS

- 6.1 The proposed stages of plan development and Local Development Scheme follow legally prescribed procedures as set out in the Town and Country Planning Act 1990 (as amended), the Planning and Compulsory Purchase Act (2004) and the Town and Country Planning (Local Planning)(England) Regulations 2012. Individual Regulations are referenced where relevant throughout this report.
- 6.2 Regulation 19 stipulates that before submitting a plan (or revision) to the Secretary of State the local authority must make the proposed submission documents available and a statement of representations procedure, and advertise the fact that the Publication Draft documents are available for inspection (including the places and times. The proposed submission documents are comprised of the Publication Draft Revisions, the Integrated Impact Assessments, Consultation Statements and any supporting documentation considered necessary. Representations to this stage are made under Regulation 20, and these should predominantly be about the 'soundness' of the revisions as defined in paragraph 182 of the National Planning Policy Framework.

- 6.3 At this stage a view is also sought from the Mayor of London as to the general conformity of the proposed revisions with the London Plan, under Regulation 21.
- 6.4 The conversion of offices to residential currently enjoys permitted development rights, with a sunset clause in May 2016, under The Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2013. London's Central Activities Zone is exempt from these PD rights, with Westminster's area identified on map 1.3 as held by the Secretary of State for Communities and Local Government.
- 6.5 In July 2014, the government consulted on making the PD rights permanent and removing the current exemptions. This was not carried forward in the new Planning Order issued in March 2015 by the then Secretary of State, now Rt Hon Sir Eric Pickles. This signalled an intention not to make the PD rights permanent nor remove the exemption to the CAZ.
- 6.6 Following the national election in May 2015, the Rt Hon Greg Clark MP was appointed Secretary of State. He has not made any public announcements as to whether he intends to make the PD rights permanent. However, it is noted that as the relevant consultation has already taken place, these changes could be made without further notification. If this were to happen, there would be significant impacts on the application of the mixed use policy framework as set out in the attached Publication Draft Mixed Use Revision, and detrimental impact on Westminster's core office stock. As an Article 4 Direction has a 12 month lead in to avoid compensation being owed by the City Council, it is considered that a precautionary Article 4 Direction is appropriate. An Article 4 Direction can only be applied to remove PD rights: therefore if the Secretary of State does not extend or make the rights permanent the will expire at the end of May 2016 and the Article 4 Direction will fall away. However, if for any reason the PD rights do not expire, the Article 4 Direction will apply from July 2016. If this is the case, it is most likely that the current exemption of CAZ will have been removed, as per the consultation, and the Article 4 Direction will then become necessary to ensure the policy framework can be applied.

7. BUSINESS PLAN IMPLICATIONS

- 7.1 Delivery of the key policy area of mixed use is a City for All priority.

8. IMPACT ON THE ENVIRONMENT

- 8.1 A formal scoping report was published and consulted on in June 2014. This will cover all of the revisions. Individual IIA reports for each revision are attached as appendices and include a detailed assessment of impact on the environment of all relevant policies and reasonable alternatives.

9. HEALTH, WELLBEING IMPACT ASSESSMENT INCLUDING HEALTH AND SAFETY IMPLICATIONS

9.1 The health and well-being assessment is being undertaken as part of the Integrated Impact Assessment (see 8.1 above), also looking at equalities and sustainability. It is an iterative process and is published at this stage of plan preparation.

10. EQUALITIES IMPLICATIONS

10.1 The equalities assessment is being undertaken as part of the Integrated Impact Assessment (see 8.1 above), also looking at health and well-being, and sustainability. It is an iterative process and is published at this stage of plan preparation.

11. CONSULTATION

11.1 In accordance with the Statement of Community Involvement (June 2014), consultation of the following groups will be undertaken on the proposed submission documents and the Article 4 Direction from 26th June to 28th August 2015:

- All Members
- Statutory consultees, including those subject to the statutory duty to cooperate (Section 4 of the Town and Country Planning (Local Planning)(England) Regulations 2012) and the 'specific consultation bodies' as defined in Section 2 of those Regulations
- The Mayor of London and the GLA family
- Consultees registered on the LDF database (comprehensively reviewed in March 2013, and updated on an on-going basis, the database currently comprises about 400 consultees including members of the public, businesses and residents' groups)
- Internal consultees within the city council, including EMT and senior managers.

11.2 In addition the submission documents and Article 4 Direction will be accessible to all on the Council's Planning Policy webpages:
www.westminster.gov.uk/planning-policy

If you have any queries about this Report or wish to inspect any of the Background Papers please contact: Lisa Fairmaner on 0207 641 4240 or email lodone1@westminster.gov.uk

BACKGROUND PAPERS

- Westminster's City Plan: Strategic Policies 2013
<https://www.westminster.gov.uk/westminsters-city-plan-strategic-policies>
- City Management Plan Minutes and Briefing Notes 2009
http://transact.westminster.gov.uk/docstores/publications_store/CMP%20Workshop%20minutes.pdf
- City Management Plan Policy Options January 2011
http://transact.westminster.gov.uk/docstores/publications_store/CMP_policy_options_Jan2011.pdf
- City Management Plan Consultation Draft November 2011
http://transact.westminster.gov.uk/docstores/publications_store/CMP_Final_Draft_Nov11_revised%20.pdf
- Westminster's City Plan Revision Consultation Booklets Oct 2013 – Mar 2015
<https://www.westminster.gov.uk/revision-westminsters-city-plan>

Appendix 1: Publication Draft Mixed Use Revision to Westminster's City Plan

Appendix 2: Integrated Impact Assessment for the Mixed Use Revision

Appendix 3: Consultation Statement for the Mixed Use Revision

Appendix 4: Clean Copy of the Policy Framework for the Mixed Use Revision

POLICY S1 MIXED USE IN THE CENTRAL ACTIVITIES ZONE

The council will encourage development which promotes Westminster's World City functions, manages its heritage and environment and supports its living, working and visiting populations.

Within the CAZ, a mix of uses consistent with supporting its vitality, function and character will be promoted.

- A) Where proposals are outside Core CAZ, the Named Streets or Opportunity Areas, or within these areas where proposals increase the amount of floorspace by less than 30% of the existing building or less than 400sqm (whichever is the greater) no residential floorspace will be required.
- B) Where proposals in Core CAZ, the Named Streets or Opportunity Areas increase the amount of floorspace by between 30% and 50% of the existing building, and more than 400sqm:
 - i. net increases in B1 office floorspace (up to a maximum of the net additional floorspace above the 30% development uplift threshold), will be accompanied by an equivalent amount of residential floorspace, either on-site, off-site or by mixed use credits (Policy CM47.2); or
 - ii. net increases in B1 office floorspace (up to a maximum of the net additional floorspace above the 30% development uplift threshold) will be accompanied by an affordable housing payment in lieu equivalent to the net gain in B1 office floorspace (subject to the 30% development uplift threshold as above).

It is at the applicant's discretion whether they wish to apply i. or ii. above.

- C) Where proposals in Core CAZ, the Named Streets or Opportunity Areas increase the amount of floorspace by more than 50% of the existing building and more than 400sqm, net increases in B1 office floorspace (up to a maximum of the net additional floorspace above the 30% development uplift threshold) will be accompanied by an equivalent amount of residential floorspace. The residential floorspace will be provided in accordance with the following cascade. Applicants are required to demonstrate to the council's satisfaction that it is not appropriate or practicable to provide the floorspace (in whole or in part) at each step of the policy cascade before they can move to the next.
 - i. The required floorspace will be provided on-site or in the immediate vicinity of the site.
 - ii. The required floorspace will be provided off-site (including through a draw down of mixed use credits in accordance with Policy CM47.2) on a site in the vicinity of the development site, or in the case of Victoria and Paddington Opportunity Areas, within that Opportunity Area.
 - iii. The required floorspace will be provided off-site (including through a draw down of mixed use credits in accordance with Policy CM47.2) elsewhere within the CAZ. This part of the cascade

does not apply to Victoria and Paddington Opportunity Areas. The housing provided must be greater and of a higher quality than would be possible under i. or ii. above.

- iv. Payment of an appropriate Payment in Lieu to the Affordable Housing Fund equivalent to the net gain in B1 office floorspace (subject to the 30% development uplift threshold as above).

In demonstrating that a particular step is not practicable, site specific considerations will need to be taken into account. In demonstrating a particular step is not appropriate, considerations may include where a significantly better outcome can be achieved, in keeping with the council's mixed use objectives, by not providing the residential floorspace on site.

- D) In Core CAZ, the Named Streets or Opportunity Areas, where changes of use from office to residential and/or replacement of office floorspace with residential floorspace are acceptable in principle under Policy S20, the net increase in residential floorspace will be accompanied by an appropriate amount of commercial floorspace and/or social and community floorspace, except where:

- i. the net increase in residential floorspace is less than 400sqm; or
- ii. in the case of changes of use from office to residential, the building was originally built as residential and the building is substantially retained.

Where these proposals increase the amount of floorspace by more than 50% of the original building and more than 400sqm, net increases in residential floorspace will be accompanied by an equivalent amount of commercial and/or social and community floorspace.

The commercial and/or social and community floorspace can be provided on-site, off-site or by the draw down of mixed use credits (Policy CM47.2) or by an appropriate payment in lieu to the City Council's Civic Enterprise Fund. These options will not apply where an active frontage is required at ground floor level, which must be provided on-site.

POLICY S18 COMMERCIAL DEVELOPMENT

Commercial Development will be encouraged and directed to Paddington, Victoria and Tottenham Court Road Opportunity Areas, the Core Central Activities Zone, the Named Streets, the North Westminster Economic Development Area and designated Shopping Centres.

The council will work to achieve and exceed the target of additional floorspace capacity for 77,000 new jobs between 2016/17 and 2036/37, an average of 3,850 new jobs per annum. Commercial and other non-residential activity is the priority in the Core Central Activities Zone.

Proposals for new commercial uses must be appropriate in terms of scale and intensity of land uses, and character and function of the area.

POLICY S20 OFFICES AND OTHER B1 FLOORSFACE

The council will work to achieve and exceed the target of additional floorspace capacity for 58,000 new jobs between 2016/17 and 2036/37¹, an average of 2,900 new jobs per annum.

New office development will be directed to Paddington, Victoria and Tottenham Court Road Opportunity Areas, the Core Central Activities Zone, the Named Streets, and the North Westminster Economic Development Area.

Inside the Core Central Activities Zone, Opportunity Areas and the Named Streets, changes of use from office to residential or replacement of office floorspace with residential floorspace will only be acceptable where the council considers that the benefits of the proposal outweigh the contribution made by the office floorspace, taking into account:

1. the employment and housing targets set out above, and as referred to in Policies S18 and S14, or in the case of the Victoria and Paddington Opportunity Areas, the targets set out in Policies S3 and S4;
2. the contribution of the office floorspace to meeting business and employment needs; and
3. the mix of type, size and tenure of housing proposed.

Where 3) above is not met due to site constraints and/or viability, the floorspace will be retained as B1 office floorspace.

Where appropriate, the council will request a range of business floorspace including workshops and studios.

POLICY CM47.1 LAND USE SWAPS AND PACKAGES

Planning permission for the swapping of uses between sites and for land use packages (swaps between more than 2 sites) which are located in the Central Activities Zone will be appropriate where:

1. the sites are in the vicinity of each other;
2. the mixed use character of the immediate area is secured at a fine grain;
3. there is no net loss of floorspace which is protected by other policies in the plan;
4. the uses are appropriate within each area and there is no loss of amenity resulting from the introduction or intensification of a use into an area;
5. any residential accommodation is of a higher quality than could have been achieved without the land use swap or package;
6. the applications for all sites are submitted at the same time and all elements of the scheme are completed within a time frame agreed by the City Council.

This policy does not prejudice the application of any other policies in the plan, and requirements for floorspace to be provided must be met in full.

If agreed, the sites subject to the land use swap or package will be treated as though the development is on a single site, including for consideration of viability.

Applications must be accompanied by a full schedule of the existing and proposed floorspace including the following:

1. the floorspace of each use (Gross Internal Area) proposed for each site, and for all of the sites taken as a whole;
2. in the case of residential floorspace, the breakdown of floorspace provided in accordance with 1. (immediately above) by the tenure, unit floorspace, and the number of bedrooms of each unit , and the total floorspace for all of the sites taken as a whole;
3. details of any draw downs of credits in accordance with Policy CM47.2 ; and
4. calculations of any floorspace shortfalls being met from Payment in Lieu.

POLICY CM47.2 CREDITS

A) Registering Credits

In addition to Policy S1 in the case of mixed use credits, credits must:

1. be agreed as a credit at application stage and registered as a credit at the time of permission being granted, or have been granted permission prior to [revision adoption date] and have not been implemented;
2. establish a nominal floorspace value for the credit in agreement with the council, with each credit equating to 1 sqm;
3. fund the development and maintenance of a credit monitoring database which will be the definitive list of credit sites;
4. not be listed in Appendix 1 Proposals Sites with that use as a Preferred Use;
5. comply with the following policies;

Residential Mixed Use Credits	S14 Optimising Housing Delivery; Policy S16 Affordable Housing excluding Payments in Lieu; CM16.1 Meeting the Range of Affordable Housing Needs; and CM14.1 Housing Quality
Commercial Mixed Use Credits	S18 Commercial Development; S19 Inclusive Local Economy and Employment; and where relevant S21 Retail

In considering if a proposal should be agreed as a credit scheme, the council will take into account the scheme's location, scale and quality and in the case of residential floorspace, the type, tenure, mix and number of units to be provided and the type, tenure and mix of uses/housing in the local area.

B) Drawing Down Credits

In addition to Policy S1 in the case of mixed use credits, when drawing down credits:

1. They must be drawn down within 7 years of registration;
2. The floorspace registered by the credits must be completed, and the completion certificate provided to the council;
3. The nominal value referred to in A) 2. above must be used in any viability assessment for the host scheme;
4. Credits may be pooled from more than one credit scheme, or used in combination with on-site, off-site or payment in lieu provision;
5. The credits must be available for draw down, as follows;
 - i. Credits are allocated to a host scheme at the time the planning application is submitted for the host scheme. After this, they will not be available for any other host scheme until they are released.
 - ii. To release credits the council must be notified in writing that:
 - a) the host scheme planning application has been refused and the time for an appeal has expired, or an appeal dismissed;
 - b) the host scheme planning application has been withdrawn;
 - c) the host scheme has been superseded by an alternative host scheme and the credits are transferred to the latter scheme;
 - d) the host scheme has been superseded by an alternative scheme that does not use the credits; or
 - e) the host scheme planning permission has expired.
 - iii. Credits can only be drawn down once, and the credit has been drawn down when the council is notified in writing that the host scheme is completed.

Appendix 5: Regulation 19 Consultation Letter and Statement of Representations Procedure



From: Councillor Robert Davis MBE DL

**Deputy Leader of Westminster City Council
and Cabinet Member for Built Environment**

**Westminster City Hall, Victoria Street, London SW1E 6QP
020 7641 8574**

**Please reply to: Lisa Fairmaner
Telephone: 020 7641 4240
Email: planningpolicy@westminster.gov.uk**

Date: 10th July 2015

Dear Sir/Madam

Mixed Use Revision to the Westminster's City Plan: Publication Draft Article 4 Direction for Office to Residential Conversion in the Central Activities Zone

Westminster City Council is making revisions to Westminster's City Plan, adopted in November 2013. We are writing to consult you on the "Mixed Use Revision" which has now been published.

The Mixed Use Revision will ensure adequate provision of commercial floorspace, particularly offices, and jobs in Westminster's Central Activities Zone. It is accompanied by a proposed Article 4 Direction which will remove permitted development rights for office to residential conversions across Westminster's Central Activities Zone. The Article 4 Direction will come into effect on the 10th July 2016.

The Publication Draft document for the Mixed Use Revision, and supporting documents can be requested, viewed or downloaded as follows:

Web: www.westminster.gov.uk/revision-westminsters-city-plan

Request a paper copy:

Phone: (020) 7641 2503

Email: planningpolicy@westminster.gov.uk.

Inspect copies: Westminster City Hall and Westminster's libraries. Please see below for details of the representations procedure which gives more details of the places and times at which these documents can be inspected.

The supporting documents are:

- An Integrated Impact Assessment for each revision, including a Sustainability Appraisal report, and equalities and health impact assessments.
- A Consultation Statement for each revision, which summarises consultation undertaken at the previous Regulation 18 stage and informal consultation stages

Representations relating to the Mixed Use Revision (or supporting documents) must be made to arrive by close of business on Friday 4th September 2015 to planningpolicy@westminster.gov.uk or posted to:

Policy and Strategy,
Westminster City Council,
19th floor, City Hall,
64 Victoria Street,
London SW1E 6QP.

All responses will be made public, although private email and postal addresses and other contact details, and any signatures will be redacted. We will submit all representations received to the Inspector appointed to examine the Mixed Use Revision. We will also add your details to our database and notify you of future planning policy and neighbourhood planning consultations **unless you specifically request not to be added to the database**. We will not use your contact details for other purposes.

The purpose of the public examination referred to above is to consider whether the revisions comply with legal requirements, has regard to national policies, is in general conformity with the London Plan and is sound. 'Soundness' is assessed using the criteria set out in detail in paragraph 182 of the National Planning Policy Framework which can be viewed at <http://bit.ly/GXntlS>.

Representations may be accompanied by a request to be notified at a specified address of any of the following:

- that the Mixed Use Revision has been submitted to the Secretary of State for independent examination under section 20 of the above Act,
- the publication of the recommendations of any person appointed to carry out an independent examination of the Mixed Use Revision, and
- the adoption of the new local plan incorporating the Mixed Use Revision.

For further information please email planningpolicy@westminster.gov.uk or telephone 020 7641 2503.

Yours faithfully

Councillor Robert Davis MBE DL
Deputy Leader of Westminster City Council
Cabinet Member for the Built Environment

In accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012, notice is hereby given that copies of the Publication Draft Mixed Use Revision to Westminster's City Plan document, together with Sustainability Appraisal Report (included within a wider Integrated Impact Assessment also looking at equalities and health), Consultation Statement, and Article 4 Direction for office to residential conversions across Westminster's Central Activities Zone are available for inspection free of charge at the following places and times from 10th July to 4th September 2015:

- Westminster City Hall, 62 Victoria Street, London SW1E 6QP: Monday – Friday 9.00am to 5.00pm (by prior arrangement by telephoning (020) 7641 2503)
- Charing Cross Library, 4-6 Charing Cross Road, London WC2H 0HF, Mon 9.30am-8.00pm, Tues,Thurs & Fri 9.30am-7.00pm, Wed 10.00am-7.00pm, Sat 10.30am-2.00pm, Sun 11.00am-5.00pm
- Church Street Library, 67 Church Street, London NW8 8EY, Mon 9.30am-8.00pm, Tues,Thurs & Fri 9.30am-7.00pm, Wed 10.00am-7.00pm, Sat 9.30am-5.00pm
- Little Venice Sports Centre Library (completely self-service), 6a Crompton Street London W2 1ND, Mon-Fri 9.00-10.30pm, Sat-Sun 10.00am-5.30pm
- Maida Vale Library, Sutherland Avenue, London W9 2QT, Mon 9.30am-8.00pm, Tues,Thurs & Fri 9.30am-7.00pm, Wed 10.00am-7.00pm, Sat 9.30am-5.00pm
- Marylebone Library (entrance in Gloucester Place), 109-117 Marylebone Road, London NW1 5PS, Mon,Tues,Thurs & Fri 9.30am-8.00pm, Wed 10.00am-8.00pm, Sat 9.30am-5.00pm, Sun 1.30pm-5.00pm
- Mayfair Library, 25 South Audley Street, London W1K 2PB, Mon-Fri 11.00am-7.00pm, Sat 10.30am-2.00pm
- Paddington Library, Porchester Road, London W2 5DU, Mon,Thu&Fri 9.30am-10.00pm, Tues 9.30am-9.00pm, Wed 10.00am-9.00pm, Sat 9.30am-5.00pm, Sun 11.00am-5.00pm
- Pimlico Library, Pimlico Academy, Lupus Street, London SW1V 3AT, Mon to Fri 9.30am-8.00pm, Sat 9.30am-5.00pm, Sun 1.30pm-5.00pm
- Queen's Park Library, 666 Harrow Road, London W10 4NE, Mon 9.30am-8.00pm, Tues,Thur&Fri 9.30am-7.00pm, Wed 10.00am-7.00pm, Sat 9.30am-5.00pm
- St John's Wood Library, 20 Circus Road, London NW8 6PD, Mon,Tues &Thurs 9.30am-7.00pm, Wed 10.00am-7.00pm, Fri 9.30am-8.00pm, Sat 9.30am-5.00pm, Sun 11.30am-3.00pm
- Victoria Library, 160 Buckingham Palace Road, London SW1W 9UD, Mon 9.30am-8.00pm, Tues,Thurs &Fri 9.30am-7.00pm, Wed 10.00am-7.00pm, Sat 9.30am-5.00pm

Appendix 6: Consultation Letter to the Mayor of London regarding General Conformity with the London Plan



From: Councillor Robert Davis MBE DL

**Deputy Leader of Westminster City Council
and Cabinet Member for Built Environment**

**Westminster City Hall, Victoria Street, London SW1E 6QP
020 7641 8574**

Mayor of London
GLA City Hall
The Queen's Walk
London SE1 2AA

Please reply to: Lisa Fairmaner
Telephone: 020 7641 4240
Email: lodonel1@westminster.gov.uk

Date: 10th July 2015

Dear Sir

Mixed Use Revision To Westminster's City Plan: Strategic Policies: Publication Draft (Regulation 19 and Regulation 21)

I am writing to you pursuant to Section 24(4)(a) of the Planning and Compulsory Purchase Act 2004, which requires the Council to seek an opinion as to the general conformity of the Mixed Use revisions to Westminster's City Plan: Strategic Policies, referred to as the "Mixed Use Revision", with the Mayor's London Plan.

I attach a copy of the Publication Draft Mixed Use Revision, together with the Sustainability Appraisal report (which has been included within a broader Integrated Impact Assessment also providing equalities and health impact assessments), and a Consultation Statement. The revision is also accompanied by an Article 4 Direction, documentation for which is also attached.

The formal notification stage (Regulations 19-21) for the Mixed Use Revision will run until **Friday 4th September 2015**. If you have any queries, please phone 020 7641 4240 email lodonel1@westminster.gov.uk or ldf@westminster.gov.uk.

Yours sincerely

Councillor Robert Davis MBE DL
Deputy Leader of Westminster City Council
Cabinet Member for the Built Environment

Appendix 71: Article 4 Direction

THE TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) (ENGLAND) ORDER 2015 (the "Order")

DIRECTION MADE UNDER ARTICLE 4(1) TO WHICH SCHEDULE 3 APPLIES

WHEREAS the Council of the City of Westminster, being the appropriate local planning authority within the meaning of Article 4(5) of The Town and Country Planning (General Permitted Development) (England) Order 2015, is satisfied that it is expedient that development of the description set out in the First Schedule below should not be carried out on the land described in the Second Schedule and shown edged black (for identification purposes only) on the Plan annexed hereto unless permission is granted on an application made under Part III of the Town and Country Planning Act 1990 (as amended).

NOW THEREFORE the said Council in pursuance of the power conferred on them by Article 4(1) of The Town and Country Planning (General Permitted Development) (England) Order 2015 hereby directs that the permission granted by Article 3 of the said Order shall not apply to the development specified in the First Schedule hereof in respect of the land described in the Second Schedule and shown edged black (for identification purposes only) on the Plan annexed hereto.

FIRST SCHEDULE

In respect of land described in the Second Schedule

Being development comprised within Schedule 2 Part 3 Class J of the said Order, namely:-

"Development consisting of a change of use of a building and any land within its curtilage to a use falling within Class C3 (dwellinghouses) of the Schedule to the Use Classes Order from a use falling within Class B1(a) (offices) of that Schedule"

and not being development comprised within any other Class.

SECOND SCHEDULE

Land comprising the Westminster's Central Activities Zone as shown on Map A

THE COMMON SEAL of THE LORD)
MAYOR AND CITIZENS OF THE)
CITY OF WESTMINSTER was)
hereunto affixed by Order)

Authorised Signatory

Appendix 7.2: Article 4 Notice

THE TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) (ENGLAND) ORDER 2015

CITY OF WESTMINSTER

NOTICE OF MAKING OF A DIRECTION UNDER ARTICLE 4(1) RELATING TO THE ENTIRE AREA OF THE CITY OF WESTMINSTER

NOTICE IS GIVEN by the City of Westminster, being the appropriate Local Planning Authority, that it has made a Direction under Article 4(1) of The Town And Country Planning (General Permitted Development) (England) Order 2015 (GPDO) .

The Direction was made on 10th July 2015 and applies to Westminster's Central Activities Zone.

The Direction applies to the development described in the following Class of the GPDO :-

Schedule 2 Part 3 Class J, in so far as it relates to development consisting of a change of use of a building and any land within its curtilage to a use falling within Class C3 (dwellinghouses) of the Schedule to the Use Classes Order from a use falling within Class B1(a) (offices) of that Schedule.

The effect of the Direction is that the permission granted by Article 3 of the GPDO shall not apply to such development and such development shall not be carried out within that area unless planning permission is granted by the City of Westminster (the "Council").

A copy of the Direction and of the Plan defining the area to which it relates may be seen at the offices of the Council at Westminster City Hall, 64 Victoria Street, London SW1E 6QP during normal office hours or can be viewed on the Council's website at www.westminster.gov.uk.

Representations may be made concerning the aforementioned Article 4 Direction between 10th July 2015 and 4th September 2015. If you wish to make representations, the Council would prefer to receive your representations by email sent to planningpolicy@westminster.gov.uk. Alternatively, you may wish to send representations by post addressed to the Policy and Strategy, 19th Floor, City Hall, 64 Victoria Street, London SW1E 6QP. Whether using email or post please put the following reference on your representation namely: '**Representation for the Non- immediate Article 4- Basement Direction**'. Any representation must be received by the Council **by 4th September 2015** and should include your name, postal address and, if desired, an e-mail address.

It is proposed that the Direction will come into force on 10th July 2016, subject to the consideration of any representations received during the consultation period and the Direction being confirmed by the Council.

Dated

Signed

**Appendix 7.3: Article 4 Map A Showing the Extent of the Article 4
Direction for Change of Use from B1 Office to C3 Residential**

Declaration of Interest

I have <no interest to declare / to declare an interest> in respect of this report

Signed: _____ Date: _____

NAME: **Councillor Robert Davis, DL, MBE**

State nature of interest if any

.....

(N.B: If you have an interest you should seek advice as to whether it is appropriate to make a decision in relation to this matter)

For the reasons set out above, I agree the recommendation(s) in the report entitled **Publication Draft of the Mixed Use Revision to Westminster’s City Plan and Article 4 Direction for office to residential conversions** and reject any alternative options which are referred to but not recommended.

Signed

Cabinet Member for the Built Environment

Date

If you have any additional comment which you would want actioned in connection with your decision you should discuss this with the report author and then set out your comment below before the report and this pro-forma is returned to the Secretariat for processing.

Additional comment:

.....

.....

If you do not wish to approve the recommendations, or wish to make an alternative decision, it is important that you consult the report author, the Head of Legal and Democratic Services, Strategic Director Finance and Performance and, if there are resources implications, the Strategic Director of Resources (or their representatives) so that (1) you can be made aware of any further relevant considerations that you should take into account before making the decision and (2) your reasons for the decision can be properly identified and recorded, as required by law.

Note to Cabinet Member: Your decision will now be published and copied to the Members of the relevant Policy & Scrutiny Committee. If the decision falls within the criteria for call-in, it will not be implemented until five working days have elapsed from publication to allow the Policy and Scrutiny Committee to decide whether it wishes to call the matter in.

ⁱ This target is based a) on the average office floorspace projections taking into account forecast employment and past stock growth, and assuming an occupation rate of 9sqm per employee for B1 uses and b) securing 49% of the employment growth target set out in Policy S18 in office-based employment. Both of these assessments are based on the London Office Policy Review 2012 Update, and both methods suggest a target of 58,000 jobs.