**LONDON COUNCILS’ TRANSPORT AND ENVIRONMENT**

**EXECUTIVE SUB COMMITTEE (VIA CORRESPONDENCE)**

Note of London Councils’ Transport and Environment Executive Sub Committee that was scheduled for **15 September 2016** at 10:00am, which was carried out via correspondence.

**TEC Executive Sub Committee Members (who were emailed the papers)**

Councillor Julian Bell LB Ealing (Chair)

Councillor Daniel Anderson LB Enfield

Councillor Feryal Demirci LB Hackney

Councillor Tim Coleridge RB Kensington & Chelsea

Councillor Alan Smith LB Lewisham

Councillor Jill Whitehead LB Sutton

Councillor Caroline Usher LB Wandsworth

Councillor Heather Acton City of Westminster

Christopher Hayward City of London

**1. TEC Month 3 Revenue Forecast 2016/17**

Members of the TEC Executive Sub Committee were emailed a report that outlined actual income and expenditure against the approved budget to the end of June 2016 for TEC and provided a forecast of the outturn position for 2016/17. At this early stage, a surplus of £699,000 was forecast over the budget figure. In addition, total expenditure in respect of Taxicard trips taken by scheme members was forecast to underspend by a net figure of £639,000, if trip volumes in the first quarter continued for the remainder of the year. The net borough proportion of underspend was projected to be £417,000, with £222,000 accruing to TfL.

**Decision:** The TEC Executive Sub Committee (via email):

* Noted the projected surplus of £699,000 for the year, plus the forecast net underspend of £639,000 for overall Taxicard trips, as detailed in the report; and
* Noted the projected level of Committee reserves, as detailed in paragraph 5 of the report, and the commentary on the financial position of the Committee included in paragraphs 6-8

**2. Minutes of the TEC Executive Sub Committee held on 21 July 2016**

*Item 3 – Talk by Val Shawcross, Deputy Mayor for London (page 3, 2nd paragraph)*

Councillor Whitehead asked for the following sentence to be deleted from the minutes: *“Councillor Whitehead voiced concern that a great deal of land in Sutton was being given to schools, and there was not much spare land left. She said that the borough had the need/problem now”,* and replaced with *Councillor Whitehead voiced concern that a great deal of land was being given to other essential services due to local population increases (such as schools to cater for more children), and so there was not much spare land left for growth except mainly in Sutton town centre. She said that the Borough had the need now for better transport.".*

Subject to the above amendment, the minutes of the TEC Executive Sub Committee held on 21 July 2016 were agreed as an accurate record.