

Leaders' Committee

Summaries and Minutes

Item no: 11

Report by: Derek Gadd **Job title:** Head of Governance
Date: 10th October 2017
Contact Officer: Derek Gadd
Telephone: 020 7934 9505 **Email:** Derek.gadd@londoncouncils.gov.uk

Summary Summaries of the minutes of London Councils

Recommendations Leader's Committee is recommended to note the attached minutes:

- GLEF – 13 June 2017
- YPES – 6 July 2017
- CAB – 11 July 2017
- Pensions CIV Sectoral Joint Committee – 12 July 2017
- Grants Committee AGM – 12 July 2017
- Grants – Leadership in the Third Sector Sub Committee– 18 July 2017
- TEC Executive Sub Committee – 20 July 2017
- Executive – 12 September 2017
- TEC Executive Sub Committee – 15 September 2017

Leaders' Committee

Report from the Greater London Employment Forum – 13 June 2017

Item no:

Report by: Steve Davies **Job title:** Head of London Regional Employers Organisation
Date: 13 June 2017
Contact Officer: Steve Davies
Telephone: 020 7934 9963 **Email:** Steve.davies@londoncouncils.gov.uk

Summary: Summary of the minutes of the Greater London Employment Forum held on 13 June 2017

Recommendations: For information.

In Attendance: Cllr Colin Tandy (Bexley), Cllr Margaret McLennan (Brent), Cllr Stephen Wells (Sub) (Bromley), Cllr Alison Kelly (Camden), Cllr Doug Taylor (Enfield), Cllr Carole Williams (Hackney), Cllr Philip Corthorne (Hillingdon), Cllr Gerard Hargreaves (Kensington & Chelsea), Cllr Eric Humphrey (Kingston upon Thames), Cllr Kevin Bonavia (Lewisham), Cllr David Marlow (Richmond upon Thames), Cllr Simon Wales (Sutton), Cllr Guy Senior (Wandsworth), Cllr Angela Harvey (Westminster), Helen Reynolds (UNISON), Sean Fox (UNISON), Margaret Griffin (UNISON), Gloria Hanson (UNISON), Jackie Lewis (UNISON), Sue Plain (UNISON), Simon Steptoe (UNISON), Esther Rey (UNISON), Susan Matthews (UNITE), Danny Hogan (UNITE), Gary Cummins (UNITE), Peter Murphy (GMB) and Wendy Whittington (GMB).

Also In Attendance: Steve Davies (London Councils), Debbie Williams (London Councils), Mehboob Khan (Political Advisor to the Labour Group, London Councils), Jade Appleton (Political Advisor to the Conservative Group, London Councils) and Julie Kelly (UNISON).

1. Apologies for Absence: Apologies were received from Cllr Irma Freeborn (Barking & Dagenham), Cllr Yvonne Johnson (Ealing), Cllr Ben Coleman (Hammersmith & Fulham), Cllr Osman Dervish (Havering), Cllr Jenny Kay (Islington), Cllr Mark Allison (Merton), Cllr Ken Clark (Newham), Cllr David Edgar (Tower Hamlets), April Ashley (UNISON), Kim Silver (UNISON), Danny Judge (UNISON), Mary Lancaster (UNISON), Neville McDermott (UNISON), Clara Mason (UNISON), Karen Lynn (UNISON) and Dave Powell (GMB).

2. Declarations of Interest: Cllr Doug Taylor, Vice-Chair (Enfield) wished to record on behalf the Employers' Side that a number of Councillors are a member of UNISON which we do not have to declare at this meeting but we do declare on our declarations form.

3. Election of Chair and Vice-Chair 2017-18: Cllr Doug Taylor (Enfield) was elected Chair of GLEF for 2017-18. Susan Matthews (UNITE) was elected Vice Chair.

4. Confirmation of GLEF Membership 2017-18 It was noted that that membership for UNITE was incorrect and needed to be updated. GLEF membership for 2017-18 was noted.

Employers' Side

Borough	Rep	Party	Deputy
Barking & Dagenham	Cameron Geddes	Lab	Irma Freeborn
Barnet	Richard Cornelius	Con	Daniel Thomas
Bexley	Colin Tandy	Con	Linda Bailey
Brent	Margaret McLennan	Lab	Shama Tatler
Bromley	Ian Payne	Con	
Camden	Theo Blackwell	Lab	Alison Kelly
Croydon	Simon Hall	Lab	Mark Watson
Ealing	Yvonne Johnson	Lab	Cllr Hynes
Enfield	Doug Taylor	Lab	Dino Lemonides
Greenwich	Chris Kirby	Lab	
Hackney	Carole Williams	Lab	Philip Glanville
Hammersmith & Fulham	Ben Coleman	Lab	
Haringey	Ali Demirci	Lab	Claire Kober
Harrow	Kiran Ramchandani	Lab	Graham Henson
Havering	Melvin Wallace	Con	Osman Dervish
Hillingdon	Philip Corthorne	Con	
Hounslow	Ajmer Grewal	Lab	
Islington	Jenny Kay	Lab	
Kensington & Chelsea	Gerard Hargreaves	Con	
Kingston upon Thames	Eric Humphrey	Con	Hugh Scantlebury
Lambeth	Imogen Walker	Lab	Paul McGlone
Lewisham	Kevin Bonavia	Lab	Joe Dromey
Merton	Mark Allison	Lab	Nick Draper
Newham	Ken Clark	Lab	Lester Hudson
Redbridge	Kam Rai	Lab	Jas Athwal
Richmond upon Thames	David Marlow	Con	
Southwark	Fiona Colley	Lab	Johnson Situ
Sutton	Simon Wales	LD	
Tower Hamlets	David Edgar	Lab	
Waltham Forest	Asim Mahmood	Lab	Sally Littlejohn
Wandsworth	Guy Senior	Con	
Westminster	Angela Harvey	Con	
City of London	Revd Stephen Decatur Haines MA Deputy		Edward Lord, OBE, JP

UNISON: Helen Reynolds, Gloria Hanson, Sue Plain, Jackie Lewis, Simon Steptoe, Sean Fo: Maggie Griffin, Esther Rey, April Ashley, Kim Silver, Danny Judge, Mary Lancaster, Clara Mason, Neville McDermott, Jane Doolan and Karen Lynn.

UNITE: Onay Kasab, Danny Hogan, Kathy Smith, Susan Matthews, Kevin Simmons, Sean Ramsden and Nick Long.

GMB: Penny Robinson, Jonathon Coles, Wendy Whittington, Peter Murphy, Dennis McNulty Euton Stewart and Dave Powell ex officio.

5. Minutes of the Meeting held on 9 February 2017 and Matters Arising: Sue Plain (UNISON) wished to highlight to colleagues that at the Regional Joint Secretaries GLEF agenda planning meeting held on 15 May 2017 she was the only Union member present and put forward the following four options as agenda items for the meeting today:

1. Regionalisation of Fostering and Adoption Services
2. The Government's Consultation on a new National Assessment and Accreditation System (NAAS) for Social Work
3. Update on campaigning on the school funding cuts (a joint interest on this subject)
4. Discussion item on the outcome of the general election and manifestos

As colleagues will notice none of these items have been included on the Joint agenda. This is a first that not even one item has been put on the agenda from the Unions suggestions. That UNISON was not informed that none of the agenda items suggested had been dropped and weren't contacted for assistance in finding speakers. The TU side also noted that the item put forward on the Employers' Side was not the same as that discussed at Agenda Planning.

The Union Side also notice that 'Any Other Business' has been omitted from the agenda and we want this reinstated.

The Union Side feel very disappointed and want reassurances that this will never happen again.

The Chair agreed that this is a joint meeting and that joint items need to be put on the agenda. Quite rightly there has been an issue with the transition of staff and confirms that 'Any Other Business' be reinstated as an agenda item for future meetings.

Matters Arising: Item 6 – London Collective Investment Vehicle (CIV) Update (Page 6 of minutes)

- The Union Side highlighted that the following sentence was not in fact mentioned by Danny Judge (UNISON) and should be in fact attributed to Cllr Adrian Gardner (Lambeth):

Danny Judge (UNISON) reported that he sits on Lambeth's Pension Board and so understands the value of being involved in this board. He explained how positive the experience has been in jointly establishing boards through the LGPS. He went onto highlight his concerns as the Government's agenda now appeared to the unions to be at the deficit of membership representation at a CIV (London regional level). London Councils Joint Committee has been established which he understood comprises of one nominated councillor from each participating borough. The trade unions stated that they find it unsatisfactory that they currently do not have a voice at the CIV Board level. The unions requested that participating boroughs consider how best scheme members can participate at board level.

- As a matter of accuracy the Union Side also thanked Sir Bob Kerslake for his presentation and would like this noted in the minutes.
- Danny Hogan (UNITE) enquired whether there was any news on whether any further consideration had been given to the representation by the London Councils Joint Committee for the Unions to have a voice on the CIV Board. It is becoming disrespectful that the Unions do not have a seat as individuals we pay into this pot.

Cllr Doug Taylor (Chair) responded that CIV are undertaking a governance review which

was agreed at Leaders Committee on 7 February. Report due in the summer 2017 so we will hopefully know by then.

The intention is to also invite Lord Kerslake (Non-Executive Chair, London CIV) and Hugh Grover (Chief Executive, London CIV) to the next GLEF meeting for an update.

Apprenticeships – Page 6: The Union Side formally requested that Apprenticeships goes on the next GLEF agenda and that it includes an update/feedback on the differences on what boroughs pay apprentices.

GLPC JE Refresh Update – Page 6: The Union Side highlighted that this was an outstanding item and discussion at Joint Secretaries and requested that a 'Train the Trainer' session be organised for union trainers.

Memorandum of Co-operation (MoC) – Page 7:

- Jackie Lewis (UNISON) asked if an update could be provided on the MoC for Adult Social Workers (ASW's) referencing the following bullet point from the minutes of 9 February 2017:
 - *Discussions taking place to extending the MoC to Adults Social Care. This group are not as critical quite yet as Children's Social Workers (CSW's) but heading that way.*

The Union Side's understanding from conversations locally is that local authorities have been asked to sign off a MoC for ASW's by 16 June 2017. The Union Side asked when would employers be speaking to the Unions about the MoC?

The Unions welcomed a MoC for ASW's but would have expected to have some input and comment. From our point of view we would like to see areas of sharing best practice. The MoC as it currently stands appears just to reference capped rates and a reference template. The MoC appears not to mention training and development and sharing of good practice.

The Chair responded that a discussion should take place at Joint Secretaries.

Jackie Lewis responded that guessing that there is a document available that the Unions can view and comment on. Recruitment and Retention and IR35 are crucial and the issue of agency workers is a concern to the Unions as well as for employers.

We believe the approach taken for the CSW's MoC needs to be widened to the ASW's MoC.

Steve Davies (Regional Employers Joint Secretary) responded that the CSW's MoC was delivered through the Heads of HR Network. The ASW's MoC has been taken forward by London ADASS. The Heads of HR will be meeting on Friday 16 June and are due to have a discussion with a representative from London ADASS as the Heads of HR have only recently become aware of the issues kindly raised this morning by the Unions.

The Heads of HR have not been included in discussions so far which will explain why the Unions have not also been included.

Any Other Business – Page 9:

- Danny Hogan (Unite) enquired whether Cllr Doug Taylor (Chair) had received a response from the Prime Minister regarding the co-signatory response letter to the Prime Minister in relation to Surrey County Council doing a council tax deal. Cllr Tim Stevens (Bromley) was very angry and wondered if he had also received a reply letter.

Cllr Doug Taylor responded that he had not received a response.

Cllr Angela Harvey (Westminster) highlighted that Cllr Stevens was not present today so unable to comment.

6. CEEP Membership – Proposed Membership going Forward: Steve Davies (Regional Employers Side Secretary) informed colleagues that CEEP is the European Centre of Employers and Enterprises providing Public Services and Services of general interest and highlighted the attached report.



Microsoft Word 97 -
2003 Document

7. Summary Feedback from CEEP UK 2016 AGM Meeting of 26 May 2017: Steve Davies (Regional Employers Side Secretary) highlighted the attached report which provides a brief outline of a number of items considered at the CEEP UK 2016 AGM meeting held on 26 May 2017, to better inform GLEF of our relations with this association.



Microsoft Word 97 -
2003 Document

8. Any Other Business: Pay Consultation – Sean Fox (UNISON)

Sean Fox mentioned that the Unions were aware that the London pay consultation will be taking place in August. The Unions Pay Claim will be published very soon and we urge employers to look at our Pay Claim very seriously.

Our Prime Minister also agrees that public sector pay needs to be seriously looked at and that we cannot carry on paying 1% pay rises.

We need the employers in London to look very seriously at the future of pay.

Thankfully most boroughs present pay the London Living Wage.

Danny Hogan (Unite) added that 65% of Londoners voted that the pay freeze should be ended. If austerity is over today then we need some members to go away and seriously think about and give thoughtful respect to the people they employ.

The meeting was concluded at 12.24pm

8. Date of Next Meeting: 15 February 2018 (Group Meeting: 10am and Joint Meeting: 11.30am)

FUTURE MEETING DATE: GLEF AGM - 28 June 2018 (Group Meeting: 10am and Joint Meeting: 11.30am)

Young People's Education and Skills Board

Date 6 July 2017 **Venue** London Councils
Meeting Chair Cllr Peter John OBE
Contact Officer: Hannah Barker
Telephone: 020 7934 9524 **Email:** hannah.barker@londoncouncils.gov.uk

Present

Yolande Burgess	London Councils Young People's Education and Skills (acting Chair)
Dr Caroline Allen OBE	AoC/NATSPEC
Mary Vine-Morris	Association of Colleges (AoC) London Region
David Andersson	Department for Work and Pensions (on behalf of Derek Harvey)
Caroline Boswell	Greater London Authority (GLA) (for Joanne McCartney)

Guests and Observers

Michael Heanue	LEAP officer
----------------	--------------

Officer(s)

Peter O'Brien	London Councils Young People's Education and Skills
Hannah Barker	London Councils Children and Young People Services

Apologies

Cllr Peter John OBE	London Councils Executive member for Business, Skills and Brexit (Chair)
Gail Tolley	Association of London Directors of Children's Services
Arwell Jones	Association of School and College Leaders
Zeena Cala	Skills Funding Agency
Derek Harvey	Department for Work and Pensions
Tim Shields	Chief Executives London Committee
Dr Graeme Atherton	AccessHE

1 Welcome and introductions

1.1 In the absence of the Board Chair and Vice-Chairs, the meeting agreed that Yolande Burgess should take the chair. Yolande welcomed attendees and apologies were noted.

2 Declarations of Interest

2.1 No interests were declared.

3 Notes and Matters Arising from the last meeting

3.1 The notes of the last meeting were agreed; all actions were either closed or progressing.

4 Policy Update

- 4.1 Hannah Barker talked to the policy update paper circulated prior to the meeting.
- 4.2 The Board noted the seriousness of the situation regarding children and young people's mental health and the limited funding available for mental health support.

Action: YPES team to consider and propose to the Board actions on mental health and wellbeing

5 Technical Education

- 5.1 Yolande Burgess gave a presentation, reminding the Board of the background to and progress on the Skills Plan.
- 5.2 The Board was keen to be engaged in the further development of 'T' levels, especially the construction and digital pathways, to ensure that the qualifications keep pace with the changing needs and nature of the London labour market. It was noted that the launch of the Construction Academy in October fits well with the suggested collaboration on the construction pathway. The Board agreed that London Councils and the GLA should develop and implement appropriate proposals.

Action: Michael Heanue and Yolande Burgess will develop a proposal on the construction pathway to submit to the leadership of the Construction Academy.

6 Do The Maths

- 6.1 The Board discussed a paper on "Do The Maths", London Councils annual publication on school places planning and capital funding for schools. The paper sought the Board's views on whether post-16 education should be included in the next iteration, which was due to be published in September 2017.
- 6.2 After discussion, the Board agreed in principle to include post-16 education in the next publication and recommended that next year's publication should use a robust evidence base related to post-16 education and skills. The Board also recommended that close analysis of the Special Educational Needs and Disabilities (SEND) review would provide useful data for next year's exercise.

Action: London Councils to incorporate the Board's comments into "Do The Maths" and relay the Board's comments about future publications as necessary. The GLA and Association of Colleges will also liaise on the recruitment and retention of school teachers and lecturers in the FE sector

7 Raising the Participation Age (RPA)

- 7.1 The Board discussed a paper circulated in advance of the meeting and agreed that it was a useful summary that Board members could share with colleagues in boroughs and learning institutions.

8 Regular updates

European Social Fund (ESF) update

- 8.1 The Board heard about London Council's practical support for the London ESF Youth Programme, involving providers, local authorities and funding bodies.

London Ambitions update

- 8.2 The Board received an embargoed copy of a survey commissioned by London Councils that looked at work experience from an employers' perspective highlighting work experience and other opportunities that employers make available to young people in London. The report also highlighted the support that employers would find useful to enable them to create more opportunities. The Board agreed that London Councils and the GLA should work closely to 're-contextualise' London Ambitions and noted that the GLA will be convening a task and finish group on careers in the autumn, which would provide an opportunity to promote London Ambition's effectiveness to-date and to re-consider how to address the needs of young people with SEND.

Action: GLA to gather case studies from the Careers Clusters

Action: All Board members to share London Councils Work Experience report; Yolande Burgess to ensure London Councils communications team links with the GLA communications teams

9 AOB

- 9.1 Mary Vine-Morris made Board members aware of an email she had received regarding proposals for Institutes of Technology, which she would forward to the group.

Action: London Councils to share Mary Vine-Morris' email to the Board

Meeting of the Capital Ambition Board

Tuesday 11 July 2017, 14:30

London Councils, Room 5, 59½ Southwark Street, London SE1 0AL

Members

Edward Lord OBE JP
Cllr Stephen Alambritis
Cllr Fiona Colley
Cllr Nicholas Paget Brown

Local Authority

City of London (Chair)
LB Merton
LB Southwark
RB Kensington & Chelsea

London Councils

Frank Smith
Guy Ware
Clive Grimshaw
Andy Pitcairn
Thomas Man
Lisa Henry
Lucy Foggin
Jade Appleton

Director of Corporate Resources
Director: Finance, Performance and Procurement
Strategic Lead, Health and Social Care
Head of Budgetary Control and Procurement
Head of Capital Ambition
Capital Ambition Programme Manager
Capital Ambition Project Officer
Political Advisor - Conservative Group

Advisers

Paul Najsarek

Chief Executive, LB Ealing

Board Secretariat

David Dent

Principal Corporate Governance Officer

EY

Darra Singh
Victoria Evans
Chess Dennis

Partner, Local Public Services
Senior Manager, Local Public Services
Consultant, Local Public Services

Behavioural Insights Team – for item 5

Tim Pearce
Michael Hallsworth

Head of Local Government, BIT
BIT

Geoff Alltimes – for item 6

Independent Consultant

1. Declarations of Interest

1.2 There were no declarations of interest.

2. Apologies for absence

2.1 Apologies were received from Cllr Kevin Davis (RB Kingston upon Thames), Cllr David Simmonds (LB Hillingdon), James Rolfe (LB Enfield), John Comber (RB Greenwich) and Fiona Fletcher-Smith (GLA).

2.2 It was also noted that the following individuals are no longer advisers to CAB John Comber, Mike O'Donnell and Rob Leak. The Board stated their gratitude to the advisers for the assistance they have provided to CAB.

3. Minutes of the meeting held on 14 February 2017

3.1 The minutes of the non-exempt part of the meeting held on 14 February 2017 were agreed as an accurate record.

4. Capital Ambition - Director's Report

4.1 The report was noted by CAB.

5. Applying Behavioural Insights – Costed Proposals

5.1 The Chair introduced Tim Pearse and Michael Hallsworth from the Behavioural Insights Team (BIT). Mr Pearse informed members that the Behavioural Insights proposals covered three areas:

- Improving decision making in respect of children's social care;
- Improving communications around prevention and early help, including speeding up foster carer recruitment;
- Increasing uptake of vaccinations – principally MMR, prompted by the recent measles outbreak which arose from low vaccination take up.

5.2 In response to a question from Cllr Colley, Mr Pearse commented that the main issue around children's social care assessments was the high incidence of referrals that resulted in a 'No Further Action' decision, which was quite common even after assessments had been made. The BIT would be looking to develop a more substantial assessment system.

5.3 Cllr Paget Brown asked about the possibilities of using the 'nudge' concept for foster carer recruitment, and whether this approach had been successful in other boroughs? Mr Pearse agreed that one of the most effective way of recruiting foster carers was using 'network nudge' principle, i.e. through existing carers. In terms of successful uses of 'nudge', BIT were not aware of any research into the impact. Nevertheless there are examples from other sectors that demonstrated the benefits of this approach such as charitable giving. Victoria Evans from EY mentioned that the concept had been used successfully in the Hertfordshire/Buckinghamshire regions for foster carers' recruitment.

5.4 Paul Najsarek asked whether the results of the pilots would be shared widely to communicate learning, and also whether any cashable savings could contribute to the Capital Ambition programme? Mr Pearse confirmed that all of the findings would be made public for the purposes of learning and that presentations would also be made, but that it wasn't intended to operate the behavioural insights work to provide a financial return to Capital Ambition. But as Ms Evans highlighted, from intelligence working with one of our Venture Partners, in house foster carers provides significant savings over using independent fostering agencies.

5.5 Members noted the presentation from BIT and agreed to award £59,242 to the London Borough of Croydon and £140,199 to the Royal Borough of Kensington and Chelsea for the three costed proposals.

6. Health and Social Care Integration

6.1. Although minuted in order, this item was moved to the end of the agenda with the agreement of the Chair to enable Clive Grimshaw and Geoff Alltimes to speak on the item.

6.2. Mr Grimshaw explained the background around London health and care devolution to the Committee: in June 2015 CAB had agreed up to £250,000 to support the development of new working arrangements for health, and in February 2016 had agreed to allocate £100,000 of this to support work streams emerging from the Health and Care Devolution Agreement. CAB were now being asked to note the progress of the devolution pilots and,

further to the February 2016 agreement, provide up to £150,000 to assist boroughs in the delivery of devolution commitments.

- 6.3. Mr Najsarek recognised the importance of this work but also asked that the impact of the Better Care Fund be considered.
- 6.4. Cllr Paget Brown asked about the position with Sustainability and Transformation Partnerships (STPs). Mr Grimshaw explained that where a budget is being integrated locally NHS England will expect the money to stack up. The project team that there are a wide range of delivery models and options being developed and delivered and the CAB funded project will reflect and recognise existing approaches.
- 6.5. CAB agreed to the provision of up to £150,000. The Chair requested that the Capital Ambition contribution be recognised in any final publications/reports.

7. London Ventures

- 7.1 Thomas Man, Head of Capital Ambition, introduced the report. He outlined the key decisions set out in the report which were:
 - Approving the year 2 London Ventures business plan
 - Approving the seed funding criteria
 - Approving the dragon's den outcomes
 - Approving a minor revision to a commercial deal
- 7.2 Darra Singh from EY explained the proposal that year 2 of the business plan sets out the next year of the London Ventures programme. The key difference compared to the original business plans was an extension of the current homelessness, temporary accommodation and housing targeted venture into year 2 in order to maximise the opportunity to deliver a successful targeted venture. This would delay the start of the second targeted venture programme until no later than March 2018; however there will still be a continuation of the general ventures work stream.
- 7.3 In terms of the general ventures, there were 16 partners in the programme. All partners are subject to bi-annual reviews to assess the partner's performance and where appropriate make recommendations as to whether or not to retain them within the programme. It was acknowledged that more could be done regarding marketing and communications, and the plan contained proposals for this.
- 7.4 Mr Najsarek asked whether homelessness projects in the programme would take up more of the overall programme. EY confirmed that a lot of work had been done to develop a portfolio that provided maximum impact, but the overall funding would not be affected. The plan was originally to run three cycles of the programme – that the programme was only now being run twice could impact on programme capacity at a later date.
- 7.5 In response to a question from the Chair, CAB confirmed their collective commitment to housing and homelessness projects within the programme.
- 7.6 Mr Singh mentioned that although two cycles of the Ventures programme would be run a range of partners, investors and local authorities are keen to be involved. The Director of Corporate Services confirmed that he was happy the three year financial targeting remained unaffected by this.
- 7.7 CAB received a report on the Dragon's Den event to review the homelessness, temporary accommodation and housing ideas on 19th June. From the long list of over 100 ideas, the participants in the event agreed a short list of seven concepts to be taken forward. As part of the Dragon's Den process there would be a report to provide a summary of the

outcomes. CAB were supportive of all the ideas and noted the potential scale of some of the opportunities, including the modular housing concept which has received support from the GLA.

7.8 CAB were informed that to support the development of the new projects £94,000 of seed funding had been set aside from the contract to support the development of new ventures. The team also recognised that further funding would be helpful in developing the programme and they have approached a range of external funders/organisations about supporting the programme.

7.10 Members approved:

- The decisions in relation to the year 2 London Ventures business plan
- The seed funding criteria
- The decisions in relation to the Dragon's Den report
- The amended wording for the Oxygen Finance commercial deal

8 Any Other Business

8.1 None.

Members resolved to exclude the press and public from the meeting for the exempt part of the meeting.

The meeting finished at 16.00

Pensions CIV Sectoral Joint Committee (PSJC)

12 July 2017

Minutes of a meeting of the Pensions CIV Sectoral Joint Committee held on Wednesday 12 July 2017 at 3:30pm in the Conference Suite, London Councils, 59½ Southwark Street, London SE1 0AL

Present:

City of London	Sir Mark Boleat (Chair)
Barking and Dagenham	-
Barnet	Cllr Mark Shooter
Bexley	Cllr Louie French
Brent	Cllr Sharfique Choudhary
Bromley	Cllr Keith Onslow
Camden	Cllr Rishi Madlani
Croydon	Cllr Simon Hall
Ealing	Cllr Yvonne Johnson
Enfield	Cllr Toby Simon
Greenwich	-
Hackney	Cllr Robert Chapman
Hammersmith and Fulham	Cllr Iain Cassidy
Haringey	-
Havering	-
Harrow	Cllr Nitin Parekh
Hillingdon	Cllr Philip Corthorne
Hounslow	Cllr Mukesh Malhotra
Islington	Cllr Richard Greening
Kensington and Chelsea	-
Kingston Upon Thames	Cllr Andrew Day
Lambeth	-
Lewisham	Cllr Mark Ingleby
Merton	-
Newham	Cllr Forhad Hussain
Redbridge	Cllr Elaine Norman
Richmond Upon Thames	-
Southwark	Cllr Fiona Colley
Sutton	Cllr Simon Wales (Deputy)
Tower Hamlets	-
Waltham Forest	-
Wandsworth	Cllr Maurice Heaster
City of Westminster	-

Apologies:

Greenwich	Cllr Don Austen
Havering	Cllr John Crowder
Kensington & Chelsea	Cllr Malcolm Spalding
Richmond Upon Thames	Cllr Thomas O'Malley
Sutton	Cllr Sunita Gordon
Tower Hamlets	Cllr Clare Harrison
Waltham Forest	Cllr Peter Barnett
Westminster	Cllr Suhail Rahuja

Officers of London Councils were in attendance as were Lord Kerslake (Chair, London CIV), Hugh Grover (CEO, London CIV), Julian Pendock (CIO, London CIV), Brian Lee (COO, London CIV), Christopher Bilsland (NED, London CIV), Eric Mackay (NED, London CIV) and Jill Davys (Client Relations Director (CRD), London CIV)

Hugh Grover Chaired the meeting for Items 1, 2 and 3, before handing the meeting to Sir Mark Boleat as the elected Chair.

1. Announcement of Deputies

1.1. Apologies for absence and deputies were as listed above.

2. Declarations of Interest

2.1. There were no declarations of interest that were of relevance to this meeting.

3. Election of the Chair of the Pensions CIV Sectoral Joint Committee

3.1. The Chair called for nominations.

3.2. Cllr Yvonne Johnson nominated Sir Mark Boleat, Cllr Maurice Heaster seconded the nomination.

3.3. Following a unanimous vote, Sir Mark Boleat was elected as the Chair of the Pensions CIV Sectoral Joint Committee for 2017/18

3.4. Sir Mark Boleat thanked the Committee and took the Chair.

4. Election of the Vice-Chairs of the Pensions CIV Sectoral Joint Committee

4.1. Cllr Yvonne Johnson and Cllr Maurice Heaster were elected to be the vice chairs of the Pensions CIV Sectoral Joint Committee for 2017/18.

5. Note the Membership of the Pensions CIV Sectoral Joint Committee and Dates

5.1. It was noted that the deputy for LB Hounslow was Cllr Surinder Purewal and not Cllr Shantanu Rajawat.

5.2. It was also noted that the deputy for LB Hammersmith & Fulham, Cllr Mike Adam, was a Conservative councillor and not a Labour councillor.

5.3. The following new PSJC members were introduced: Councillor Keith Onslow (LB Bromley), Councillor Malcolm Spalding (RB Kensington & Chelsea), Councillor Andrew Day (RB Kingston upon Thames), Councillor Philip Jones (LB Merton) and Councillor Peter Barnett (LB Waltham Forest).

6. Minutes of the Pensions CIV Sectoral Joint Committee (PSJC) AGM on 14 June 2016 (for noting as already agreed)

6.1. The minutes of the Pensions CIV Sectoral Joint Committee AGM on 14 June 2016 were noted.

7. Minutes of the Pensions CIV Sectoral Joint Committee held on 12 April 2017

7.1. It was noted that Jill Davy's name had been misspelt in the minutes and this would be corrected.

7.2. The minutes of the Pension CIV Sectoral Joint Committee held on 12 April 2017 were agreed.

8. Constitutional Matters

8.1. The Committee noted the changes to the London Councils' constitutional documents that had already been agreed by Leaders' Committee on 11 July 2017.

9. CEO's Report

9.1. The CEO introduced the report and noted that:

- The full quarter's results could not be given as not all the data was available.
- The dates for next year's PSJC would be reviewed and re-issued shortly to ensure that full and complete quarterly reporting could be provided.
 - It was agreed to change the 18 June 2018 Committee meeting to a date in July 2018, owing to the local elections being held in May 2018 and time being needed to confirm committee appointments.
- The KPIs were on track and progress was being made on the recruitment of new staff.
- Two additional NEDs had just been recruited: Linda Selman and Paul Niven, for a three-year term.
- An update on progress covering the LCIV Governance Review had been provided.
 - The Chair noted that tenders had gone out to recruit consultants, although costs for this had increased from £30,000 to a maximum £60,000.
 - The Chair emphasised the need to get the Governance Review right.
 - Councillor Johnson noted that the Labour Group had discussed the review and the details would be fed through Maggie Abrahams.
 - Councillor Malhotra queried why £60,000 was being spent on consultants when there was already a Governance framework in place. Lord Kerslake said that the CIV had moved from a voluntary to a mandatory set-up, and there was a need to look at the issue of Governance again to ensure that arrangements were still fit for purpose. The procurement process had shown that this could not be undertaken for £30,000.
 - Councillor Madlani said that a Governance Review was needed and had been agreed by London Councils' Leaders Committee. The Chair said that efforts had been made to keep the costs to a minimum, but the CIV was now required to press ahead with this.

- Councillor French asked what efforts were being made to ensure that boroughs were paying service fees. The CEO said that boroughs had 30 days in which to pay the service fees. After this time, a statement would be sent out to any unpaid boroughs. The non-payment of service fees could normally be attributed to some form of administrative error. Councillor French proposed that something needed to be in the Governance structure regarding the non-payment of fees. The CEO confirmed that there was some drafting regarding this in the Shareholders' Agreement. He said that, ultimately, a member could be voted out of the arrangement should they not pay the fees.
- Councillor Malhotra asked how the funding of Wandsworth and Richmond was being dealt with, now that they had merged. The CEO said that the payment details were still being considered and a report would come to a future Shareholders meeting.

9.2. The Committee noted the report.

10. Finance Report

10.1. The COO introduced the report and made the following comments:

- First quarter - there had been a positive variance in the first quarter.
- Looking at the next quarter, the trend was consistent (i.e. favourable).
- It was anticipated that underspend in the first quarter would be offset by cost that would be incurred later in the year and therefore It was not was not currently anticipated that a profit would be made in the current year.
- Fees (0.5bps) were accruing for the passive investments with LGIM held outside of the ACS, but benefiting from reduced fees negotiated by LCIV. Boroughs would be invoiced for the accrued fee at the end of the year.

10.2. The Committee:

- Asked for more detail to be provided in future reports to aid clarity and understanding.
- Noted the report.

11. Fund Performance

11.1. The CIO introduced the report, noting that:

- The performance data for each sub-fund could be found at page 83 of the report (Quarter 2 – April to June 2017).
- Julian Pendock confirmed that ESG performance was not in the performance stats as it was still being finalised.

11.2. The Committee noted the report

12. Fund Launch Progress

12.1. The COO introduced the report. He informed members that the Longview Global Equity and Henderson Emerging Market Equity would be launched week commencing 17 July 2017. The EPOCH and RBC Sustainable Equity were on track to be launched in September 2017.

12.2. Julian Pendock made the following comments:

- The wording had been changed to “lower” carbon for the proposed RBC Equities Fund. Further details would be provided at the next PSJC meeting in September 2017.
- Two Fixed Income funds to be launched by March 2018, as per MTFS plan. Tenders have gone out for investment consultant procurement.
- Looking at members from the IAC to join the Infrastructure Working Group – a briefing paper from Hermes had previously been circulated to the IAC.
- Infrastructure/Housing – the issue of social housing was quite challenging, especially getting the scale and returns.
- Looking at more liquid assets for CIV (infrastructure).

12.3. Councillor Madlani asked what lessons had been learned, and whether the CIV had now got over any initial teething problems. He also asked about the boroughs of Newham and Kensington and Chelsea being outside the CIV. The CEO said that a great deal had been learnt in the past 18 months. There had been delays, which were unique to the CIV. The CEO said that the boroughs of Newham and Kensington and Chelsea were not present at this meeting, and it would be best if they themselves responded to the Committee.

12.4. Lord Kerslake said that challenges of “lift and shift” were coming to an end. He suggested taking stock at the end of the year to see where the CIV was. The CIO noted that the lift and shift process had presented unexpected challenges, but that going forward with other asset classes presented different challenges and it was hoped that these would run more smoothly.

12.5. The Committee noted the report.

13. Investment Advisory Committee Update

13.1 The CRD was present to take questions in the absence of Ian Williams (Chair of the IAC).

13.2. Councillor Colley queried the viability of “low carbon”. The CIO said that the term “lower” carbon allowed the company to have a benchmark tracking a lower exposure to carbon.. Councillor Colley said that she would have difficulty committing to this without understanding what this entailed. The CEO said that work was still being undertaken on this.

13.3. Councillor Malhotra asked about the timeline for academies (page 137) and what funds would be impacted. Julian Pendock confirmed that a report by the PWC had been sent to the Scheme Advisory Board (SAB) regarding

academies. Further papers would be presented to the SAB and it was expected that academies would remain in the LGPS.

- 13.4. Councillor Malhotra asked if funding was being provided for the establishment of providing academies. Jill Davys confirmed that funding would not be provided. She said that academies that were not successful would be underwritten.
- 13.5 Councillor Madlani suggested having a cross-party brief to look at low carbon solutions (paragraph 11, page 136). A full range of options could be looked at over the summer. Jill Davys said that there was a “low carbon working group” which was in the process of being refined. Councillor Madlani said that it would be useful to have member input on this working group.
- 13.6. Councillor Malhotra, with reference to the new Data Protection Act, asked whether the GDPR would be put on the CIV risk register. He said that a report needed to come back to the PSJC on accountability. Lord Kerslake said that he would come back to the PSJC regarding this matter.
- 13.7. Councillor Onslow also felt that it would be beneficial to have member involvement in the low carbon working group, and to come up with answers in order to keep the costs down. Councillor Johnson said that there was a low carbon workshop taking place on 19 September 2017. She said that members were keen to have a low carbon option. Jill Davys said that she would follow this up and also send some information to the boroughs regarding this.
- 13.8. Councillor Colley said that some boroughs were looking at reducing carbon exposure in their funds. She said that it would be beneficial if lead members could get together and discuss these issues. Councillor Chapman said that he fully supported coming up with a clear strategy on this, and having a fund in which to invest. The Chair thanked members for the helpful contributions on this.
- 13.9 The Committee:
 - Agreed to come back to a future PSJC on the issue of GDPR; and
 - Noted the report.

14. Client and Stakeholder Engagement

- 14.1. Jill Davys was present to answer any questions on the report, no specific questions were raised.
- 14.2. The report was noted

15. Stewardship

- 15.1. Jill Davys introduced the report. She said that the alerts issued by LAPFF were forwarded to LCIV’s external managers and asked to vote. She said that not all fund managers followed through with this.
- 15.2 The following comments were made:
 - Councillor Greening said that adopting the alerts was a suitable compromise, although some managers were ignoring this and not casting

votes. Jill Davys said that Allianz voted as a “block”. She said there may be a need to have a separate voting provision, although there would be costs associated to this. Jill Davys suggested going back to the Stewardship Group and look at this in more detail.

- Councillor French said that a mechanism needed to be in place to allow managers to vote on their own. He said that officer dialogue was now needed on how this would take place.
- Councillor Johnson said that it was agreed to follow the LAPFF voting rights, although some companies were choosing to ignore the alerts.
- Councillor Madlani said that there was a technological issue regarding the voting and this needed to be made easier.
- Councillor Crowder said that the agreed policy was not being implemented through some fund managers, and this issue needed to go back to the Stewardship Working Group for discussion. The CEO agreed that this issue should be taken to the Stewardship Working Group.
- The Chair said that there was a policy on this, but it needed to be looked at again and come back to the PSJC at a later date.

15.3. The Committee:

- Agreed to look at the voting policy again and to take this back to a Stewardship Working Group meeting; and
- Noted that the report.

Members of the press and public were asked to leave the meeting while the exempt part of the minutes from 12 April 2017 were agreed.

The meeting closed at 3.50pm

LONDON COUNCILS GRANTS COMMITTEE - AGM
12 July 2017

Minutes of the Grants Committee AGM held at London Councils, 59½ Southwark Street, London SE1 0AL on Wednesday 12 July 2017

London Borough & Royal Borough:	Representative:
Bexley	Cllr Don Massey
Barnet	Cllr Sury Khatri (sub)
Bexley	Cllr Don Massey
Brent	Cllr Margaret McLennan
Bromley	Cllr Stephen Carr
City of London	Cllr Alison Gowman
Ealing	Cllr Ranjit Dheer
Hackney	Cllr Jonathan McShane
Haringey	Cllr Eugene Ayisi
Harrow	Cllr Sue Anderson
Hillingdon	Cllr Douglas Mills
Hounslow	Cllr Theo Dennison
Islington	Cllr Kaya Comer-Schwartz
Kingston upon Thames	Cllr Hugh Scantlebury
Lambeth	Cllr Paul McGlone (Chair)
Lewisham	Cllr Joan Millbank
Merton	Cllr Edith Macauley
Newham	Cllr Forhad Hussain
Redbridge	Cllr Bob Littlewood
Southwark	Cllr Barrie Hargrove
Sutton	Cllr Simon Wales
Wandsworth	Cllr Paul Ellis
Waltham Forest	Cllr Liaquat Ali
Westminster	Cllr David Harvey

London Councils officers were in attendance.

Frank Smith, Director of Corporate Resources at London Councils chaired items 1-4. Mr Smith was chairing in place of Yolande Burgess, Strategy Director, who was absent because of a family bereavement. Members of the Committee extended their sympathies to her.

1. Apologies for Absence and Announcement of Deputies

1.1 Apologies were received from Cllr Saima Ashraf (Barking and Dagenham), Cllr Richard Cornelius (Barnet), Cllr Jonathan Simpson (Camden), Cllr Denise Scott-McDonald (Greenwich), Cllr Sue Fennimore (Hammersmith & Fulham), Cllr Melvin Wallace (Havering), Cllr Gerard Hargreaves (Kensington & Chelsea) and Cllr Meena Bond (Richmond)

2. Declarations of Interest

2.1 Cllr Alison Gowman (City of London) and Cllr Joan Millbank (Lewisham) both declared an interest in relation to City Bridge Trust, as Chairman and employee respectively.

3. Acknowledgement of new members of the Grants Committee

3.1 New members were welcomed to the Grants Committee, namely Cllr Theo Dennison (Hounslow), Cllr Hugh Scantlebury (Kingston upon Thames), Cllr Abdul Mukit MBE (Tower Hamlets) and Cllr Paul Ellis (Wandsworth)

4. Election of Chair of the Grants Committee for the 2017/18 Municipal Year

4.1 Cllr Paul McGlone was re-elected as Chair of the Grants Committee – nominated by Cllr Stephen Carr (Bromley) and seconded by Cllr Hussain (Newham).

4.2 There being no other nominees for the Chair Mr Smith declared Cllr McGlone Chair of the Grants Committee, and stepped down to allow the elected Chair to preside over the remainder of the meeting.

5. Election of Vice-Chairs for the Grants Committee for the 2017/18 Municipal Year

5.1 The Chair called for nominations for the three Vice Chairs for 2017/18. The following were nominated by Cllr Millbank (Lewisham) and seconded by Cllr Ellis (Wandsworth), namely:

Cllr Forhad Hussain as the Labour Vice-Chair.
Cllr Stephen Carr as the Conservative Vice-Chair.
Cllr Simon Wales as the Liberal Democrat Vice-Chair

5.2 There being no other nominees the chair declared Cllrs Hussain, Carr and Wales as the Vice Chairs.

6. Election of the Grants Executive for the 2016/17 Municipal Year

6.1 The following members were appointed to the Grants Executive

- Cllr Paul McGlone
- Cllr Joan Millbank
- Cllr Forhad Hussain
- Cllr Stephen Carr
- Cllr Simon Wales
- Cllr Paul Ellis
- Cllr Don Massey
- Cllr Comer-Schwartz

7. Minutes of the Grants Committee AGM held on 13th July 2016 (for noting – previously agreed)

7.1 Members noted the minutes of the July 2016 Grants AGM.

8. Minutes of the Grants Committee held on 8th February 2017

8.1 The minutes were agreed as an accurate record of the meeting which took place on 8th February 2017.

8.2 Cllr Millbank asked about the progress of item 4.6 regarding a list of borough officers involved in the scoring of grants applications. Katy Makepeace-Gray, Principal Programme Manager, confirmed that this action was still outstanding.

9. Constitutional Matters

9.1 Members noted the changes to the constitutional documents previously agreed at Leaders' Committee on 11 July 2017, namely Standing Orders, Scheme of Delegation to Officers and Financial Regulations.

10. Operation of the Grants Committee

10.1 Grants Committee noted:

- The Terms of Reference for the Grants Committee

- The programme of Grants Committee meetings

Grants Main Meeting		
Date	Time	Main Business
22 November 2017	11.00 am	Grants Committee
21 March 2018	11.00 am	Grants Committee
11 July 2018	11.00am	Grants Committee AGM
Grants Executive		
Date	Time	Main Business
12 September 2017	2:00 pm	Grants Executive
27 February 2018	2:00 pm	Grants Executive

10.2 Grants Committee agreed:

- The Terms of Reference for the Grants Executive
- The Terms of Reference for the Grants Sub Committee: Third Sector Leadership

11. Presentation by Priority Two Provider: Asian Women's Resource Centre (AWRC)

11.1 The Principal Programme Manager introduced Sarbjit Ganger, Director of the Asian Women's Resource Centre. The AWRC are funded under Priority 2.6 of the current grants programme (Harmful Practices). Ms Ganger talked about the work of the organisation, and then introduced someone who had benefitted from the project to explain how they had been assisted.

11.2 Cllr Comer-Schwartz asked Ms Ganger whether statistics were available about numbers relating to the various harmful practices? Ms Ganger said that she would be happy to supply information to the Committee, but pointed out that their services were provided because there was a missing link in service provision, so statistics would not necessarily be representative.

11.3 Cllr Millbank asked what challenges were faced in developing the partnership and service, and also what more the Committee could do to assist partnerships? In response to the first question Ms Ganger said that the partnership established to deliver the harmful practices service for London Councils was the first of the six Ascent partnerships. It is now well established and this current London Councils Grants programme is the third that it has been funded under. The partnership experienced some initial issues with finances and power dynamics, but this was dealt with through discussion and debate and the development of an equitable model of working, which had been successful for 12 years. In response to the second question, Ms Ganger hoped that the Committee could help raise the profile of the 'Ascent' project by cascading information about their work and sharing via social media channels. The priority two providers would be holding an event in September to which the Committee would be invited.

11.4 Cllr Hargrove asked about the Partnership's work with West African communities, in particular the issue of Female Genital Mutilation (FGM)?. Ms Ganger mentioned that one of the project's partners, FORWARD, offered a pan London service via workshops, community engagement around the issue of FGM, and work with schools. The FGM work was about mainly about raising consciousness – Ms Ganger agreed to email Cllr Hargrove with more information.

11.5 Cllr Mills asked about the extent of information sharing with the police across London in relation to the fact that the organisation had been involved in the pilot funded by the Mayor's Office for Policing and Crime. Ms Ganger confirmed as part of the pilot a delivery partnership was in place in Kensington & Chelsea with MOPAC. Also in Brent AWRC chair the Domestic

Violence Forum and police were involved. However she agreed that she would raise this with the Partnership to ensure greater awareness.

11.6 Cllr Carr asked how the referral process to the service was publicised, and also in that there were cases of domestic violence against men, how the service dealt with that need? Ms Ganger informed the Committee that the details for the referral process in each borough were contained on their website, and that there was a 24 hour turnaround time in responding to enquiries. In terms of the issue of male domestic violence the RESPECT element of the wider Ascent partnership dealt with male cases and AWRC had a signposting role when dealing with such referrals.

11.7 Cllr Ayisi asked whether the Partnership engaged in work to deal with the behavioural issues leading to harmful practices, and whether that work took place in schools? Ms Ganger confirmed work in schools was taking place through the London Councils funded project led by Tender Education and Arts.. An effective platform for many of these discussions was via programmes like healthy eating. Cllr Dheer confirmed that this was a successful approach – discussions could also take place through community safety partnerships.

11.8 The Committee thanked both Ms Ganger and the recipient of the service for their presentations.

12. Leadership in the Third Sector : The Role of London Boroughs and London Councils; Update Report

12.1 Simon Courage, Head of Grants and Community Services, acknowledged the offer of City Bridge Trust to work with Grants Committee and in particular on 'The Way Ahead' programme. Grants Committee had agreed a workplan for this piece of work in November 2016 and the progress against this was contained in his report.

12.2 The Head of Grants and Community Services reported that the main piece of work done to date was a survey to establish infrastructure details within local authorities, and that 24 responses had been received. A report on the responses was to be made to the first meeting of the Third Sector Leadership Sub Committee. The Chair suggested that a note on those boroughs who had so far responded should be sent round to the Committee to improve response numbers.

12.3 The Chair mentioned that the first meeting of the new Sub Committee was set for 18th July, and that nominations for places were being processed through the usual political channels. Cllr Carr stated that he was absolutely supportive, but was disappointed that the date had only been notified to him several days previously and as such he was unable to attend. The Chair felt that, whilst not ideal, the meeting must go ahead, but it was important that future dates be agreed as soon as possible. Hard copies of papers for the Sub Committee were made available at this meeting.

12.4 Cllr Comer-Schwartz asked whether a representative from the London Living Wage Committee could attend a future meeting of the Sub Committee? The Chair suggested that this be discussed at the 18 July meeting.

12.5 The Committee noted the paper.

13. Grants Committee 2017-21 Update Report

13.1 The Principal Programme Manager introduced the report, and provided an update on the grant awards that were made at the February meeting of the Grants Committee. The process to get the 13 projects into grant agreement addressed the issues raised in the Grants Review (2015-16) namely robust outcomes, due diligence, equalities, value for money, borough involvement and pan London approach, recognising the different needs presenting in inner and outer London. She confirmed that all 13 grant agreements had now been signed by the Director

and sent out. Projects had been informed that they could start at their own risk as there had been some delays in the partnership agreements, mainly around the need for increased Data Protection provisions.

13.2 The Committee were informed that the first performance report would be made to the November meeting of Grants Committee. There would be a 4 October launch event to which Grants Committee members would be invited. The Committee endorsed the approach outlined in section four of the report to address the issues raised in the Grants Review during the grant agreement process. The process is in line with the Commissioning Performance Management Framework, agreed by members in February 2017 and focuses on value for money, linking of priorities, pan-London delivery (covering differing issues faced by inner and outer London), borough engagement, robust outcomes and equalities implications.

13.3 The Principal Programme Manager reported the request to Leaders' Committee to administer £100,000 per year for two years on behalf of MOPAC for training on identifying harmful practices. Cllr Comer-Schwarz welcomed this following on from the comments about MOPAC's partnership working earlier in the meeting. The Chair agreed with Cllr Carr's comment that even though the funding was via MOPAC it should still be adopted and monitored in the usual way. Cllr Carr also pointed out that the 4 October date clashed with the Conservative Party conference, although it was pointed out that the date had been set by providers, not London Councils.

14. Commissioning Performance Management Framework; Grants Committee Reporting Plan 2017-18

14.1 Cllr Hussain introduced the paper. He summarized the work done on performance reporting, including the development of Equality Impact Assessments, and drew Members' attention to Appendix 1 of the report which set out the form of reporting. The reporting would be live from November 2017.

14.2 The Committee was reminded that there had been discussions about No Recourse to Public Funds being the first thematic review at the November meeting of the Grants Committee. Members agreed this, and also to sending suggestions for future reviews via the Chair.

14.3 Members noted the rest of the report and agreed the approach to reporting, which is based on the Commissioning Performance Management Framework (agreed by members in February 2017) and the draft reporting timetable outlined in Appendix One.

15. Grants Committee – Pre Audited Financial results 2016/17

15.1 The Director of Corporate Resources introduced the report. He confirmed that the surplus position of £517,000 had moved from that of £759,000 reported to the Committee in February; the reason for the reduction was due to the way the ESF payments were treated in the accounts, in that they were considered for accounting purposes to be advance payments and therefore disallowed from the surplus for the year. Borough contributions to fund this deferred expenditure were also disallowed, with both elements to be reflected within the current financial year figures.

15.2 The Director of Corporate Resources commented that the £212,000 relating to Section 48 reserves was lower than the benchmark established by the Grants Committee in 2013. However, due to the likely overstating of liabilities for 2016/17, which will be recycled back into reserves, the benchmark level is likely to be replenished.

15.3 The position on ESF was reported. £1million had been collected from boroughs for the last two financial years, and in the current year and although the programme had been late in

starting, these accumulated funds would be used to fund future ESF activities up until the project end-date of December 2018.

15.4 The liability position of the Committee, in relation to the overall position for London Councils, in respect of the pension deficit, which had been reflected on the face of the balance sheets for the last 10 years, was clarified for Members as set out in sections 13 - 16 of the report.

15.5 Members noted the pre-audited outturn position and the provisional level of reserves in the report.

The meeting finished at 12:05pm

Grants Committee – Third Sector Leadership: 18th July 2017

ACTION POINTS

Agenda Item	Action	Officer Responsible	Done (Y/N/ in progress)
6. (6.6)	Seek out examples of good practice in respect of funding CVSs and produce case studies	FH	In progress
6. (6.11)	Work with the Borough Grants Officers group to draft a set of commissioning principles	KMG	N
6. (6.12)	Present the publication version of the survey findings with covering paper to the sub-committee at next meeting (12 September) for agreement	KMG	Y
7. (7.6)	Seek out examples of good practice in respect of co-production and produce case studies	FH	In progress
7. (7.9)	Present a draft communications plan to the sub-committee at next meeting (12 September)	KMG	In progress

LONDON COUNCILS' TRANSPORT AND ENVIRONMENT EXECUTIVE SUB COMMITTEE

Minutes of a meeting of the London Councils' Transport and Environment Executive Sub Committee held on **20 July 2017** at 10:00am, at London Councils, Meeting Room 4, 1st Floor, 59½ Southwark Street, London, SE1 0AL

Present:

Councillor Julian Bell	LB Ealing (Chair)
Councillor Stuart King	LB Croydon
Councillor Daniel Anderson	LB Enfield
Councillor Feryal Demirci	LB Hackney
Councillor Tim Coleridge	RB Kensington & Chelsea
Councillor Phil Doyle	RB Kingston-upon-Thames
Cllr Peter Buckwell	LB Richmond
Councillor Jill Whitehead	LB Sutton

1. Apologies for Absence & Announcement of Deputies

Apologies for absence had been received from Councillor Claudia Webbe (LB Islington), Councillor Caroline Usher (LB Wandsworth) and Christopher Hayward (City of London). No deputies were present.

2. Declarations of Interest

Additional declarations on interest that were not on the sheet were as follows:

Freedom Pass/60+ Oyster Cards

Cllr Peter Buckwell (LB Richmond) and Cllr Phil Doyle (RB Kingston).

South London Waste Partnership

Cllr Stuart King (LB Croydon) and Cllr Phil Doyle (RB Kingston)

London Waste & Recycling Board

Cllr Feryal Demirci (LB Hackney)

It was noted that Councillor Demirci was not a member of the London Cycling Campaign and this should be amended.

3. Transport & Mobility Services Performance Information

The TEC Executive Sub Committee received a paper that provided members with details of the London Councils' Transport and Mobility Services performance information for Quarter 4 in 2016/17 and Quarter 1 in 2017/18.

Spencer Palmer (Director of Transport & Mobility, London Councils) introduced the report, which provided TEC services performance data on behalf of boroughs. The following comments were made:

- *Environment and Traffic Adjudicators*: All had a "Green" rating and good progress and performance was being made.

- *Road User Charging Adjudicators*: “Hearing dates to be issued within five days” (Amber rating) – the Royal Mail had closed the London Tribunals PO Box, which had impacted slightly on the KPI.
- *Freedom Pass*: “percentage of answered within 30 seconds” (Red) – working to improve contractor performance and the new contract would be starting from October 2017.
- *Taxicard & TRACE*: Green ratings and good performance being made/KPIs met.
- *London Lorry Control Scheme*: “Percentage of appeals allowed” (Red) – low number of appeals means performance can fluctuate greatly.
- *Transactional Services and Health Emergency Badges*: All Green and KPIs being met.
- *London European Partnership for Transport (LEPT)*: “Number of boroughs participating in EU projects” (Amber) was lower than was hoped.

Councillor Coleridge asked if there were any trends in the performance data with regards to the number of Penalty Charge Notices (PCNs) that were issued. Spencer Palmer said that the membership numbers were looked at in respect of the Freedom Pass. He said that Taxicard membership had fallen in the past few years, but had now started to rise again. There appeared to be no set pattern as to why the usage went down.

Councillor Doyle said that one of his residents had difficulties booking a taxi as they could not get through on the telephone. Spencer Palmer said that the person that could not get through on the Taxicard call centre should contact TEC Services and this would be investigated.

Councillor Whitehead said that the borough of Sutton had saved money through a “channel shift” where all Freedom Pass renewals were carried out online. She said that some research that had been undertaken by Age UK suggested that there was a low awareness of the Taxicard scheme in general. Councillor Whitehead said that a “take-up” survey of the Freedom Pass was also being carried out. Spencer Palmer said that a paper went to the last TEC Main meeting which gave details of online applications, renewals and options. He informed members that a number of Taxicard members still valued the telephone service, which was why this option was still available.

Spencer Palmer said that levels of public awareness of the Freedom Pass was high, which was why the take-up remained consistent. However, this was less so with Taxicard and dialogue was ongoing with Transport for All and Age UK to ascertain why the level of take-up was lower. Councillor Whitehead said that there was insufficient public transport available in the borough of Sutton for residents to use the Freedom Pass on.

Decision: The TEC Executive Sub Committee noted the report.

4. Transport and Environment Committee Pre-Audited Financial Results 2016/17

The TEC Executive Sub Committee considered a report that detailed the provisional pre-audited final accounts for the Transport and Environment Committee for 2016/17.

Frank Smith (Director of Corporate Services, London Councils) introduced the finance report. He gave an introduction for the benefit of new TEC Executive members and made the following comments:

- Paragraphs 4 and 5 explained the TEC functions with regards to local authority expenditure and administration fees for services like Taxicard and the London Lorry Control Scheme (LLCS) etc.
- With regards to Trading Services undertaken on behalf of boroughs, London Councils had no control over total expenditure as volumes were generated by boroughs at a local level.
- The financial monitoring report is presented to the TEC Executive three times during the financial year and a projected surplus of £868k was forecast at the end of December 2017 (Month 9), largely due to an increase in fees from the LLCS and payments for replacement Freedom passes.
- Table 7 (paragraph 39) showed the Committee reserves as at 31 March 2017, and highlighted the main areas to carry funds forward – the IT systems development budget of £191,000, and the LLCS review budget of £36,000.
- The uncommitted reserves amounted to £2.734 million, of which £2.5million would go towards covering the cost of the next Freedom Pass reissue in 2020.
- £200,000 was available to spend on “other TEC priority projects”.
- TEC finances continue to be stable and in a relatively healthy position, although transactions relating to Trading Services could become more volatile and any trends that appeared to be emerging would be monitored closely.

Councillor Buckwell asked for clarification regarding the pensions’ deficit. Frank Smith said that the pensions issue was technical by nature. He said that an International Accounting Standard 19 (or IAS19) had been devised, which was an international accounting standard that all authorities that administered pension funds had to follow. Assets associated with membership were assessed and offset against liabilities. The IAS19 valuation report was carried out on 31 March each year, and the disclosure was carried out through actuaries of the London Pension Fund Authority (LPFA). IAS19 was apportioned across London Councils’ TEC, Grants Committee and the Joint Committee core functions, in proportion to the actual employer’s pensions contributions paid to staff for the three functions.

Frank Smith said that there would continue to be a pensions’ deficit as long as London Councils operated. The current TEC Pension Fund deficit had increased from £6.823 million in March 2016 to £8.715 million in March 2017. This was due to changes in the key assumptions in relation to discount yields and the CPI inflation rate. Frank Smith said that the annual pensions deficit calculation should not be confused with the cessation deficit, which is likely to be significantly higher and would be crystallised at the point an organisation legally ceased to exist. He also stated that the cessation deficit figure probably gave a better estimate of the true pensions liability of boroughs. Councillor Buckwell asked whether this was an indicative figure. Frank Smith confirmed that it was a best estimate calculated by the actuaries on an annual basis, taking into consideration all current known factors. He said that members need not be unduly concerned about the pensions’ deficit featuring in the annual accounts and it should not be considered a first call on the Committee’s uncommitted general reserves. However, the fact it is required to be disclosed in the final accounts does tend to skew the overall figures and provide an overall negative position.

Councillor Coleridge asked whether the income from the Lorry Control PCNs would continue to increase. Frank Smith said that PCN income had increased year on year since penalties in respect of the LLCS had been decriminalised in 2008. However, budget targets are reviewed and have been increased for the last three financial years. Spencer Palmer informed members that the LLCS was outsourced four years ago and efficiencies had been made resulting in enhanced enforcement. He said that the introduction of CCTV should improve compliance.

Councillor Coleridge asked what the levels of PCN payments were. Spencer Palmer confirmed that there were two levels of charges - the charge to drivers was £130 and the charge to hauliers (operators) was £550, with a 50% reduction if paid within 14 days. He said that London Councils was working with operators to ascertain why some drivers/hauliers failed to comply with the Scheme on a regular basis. Spencer Palmer said that PCN income from the LLCS was fairly stable. Frank Smith informed the Committee that the charge to each borough for the LLCS five years ago was £14,000, and it was now zero, funded largely by additional receipts.

Decision: The TEC Executive Sub Committee:

- Noted the provisional pre-audited final results for 2016/17, which showed an indicative surplus of £1.644 million for the year;
- Agreed the transfer of £734,000 out of the provisional surplus to the specific reserve, in accordance with usual Committee practice;
- Agreed the carry forward of the underspend on the IT system development budget of £191,000 into 2017/18
- Agreed the carry forward of the underspend on the London Lorry Control Scheme review budget of £36,000 into 2017/18; and
- Noted the provisional level of reserves, as detailed in paragraph 39 and the financial outlook, as detailed in paragraphs 40-41 of the report

5. Appointment of TEC Advisers

The TEC Executive Sub Committee received a report that informed members of the proposal to no longer have an "Appointment of TEC Advisers" in the TEC AGM report titled "Nominations to Outside Bodies". There was no constitutional reason for this to continue to take place.

Alan Edwards (Governance Manager, London Councils) said that London Councils' Leaders Committee and Grants Committee did not appoint advisers to their respective committees and there was no reason to continue doing this for TEC. The Chair said that process of formally adopting TEC advisers did not take place anyway, and he was happy for this item to be removed from future AGM reports.

Decision: The TEC Executive Sub Committee:

- Agreed to remove the "Appointment of TEC Advisers" section from future "TEC Nominations to Outside Bodies" reports that were presented to the TEC

AGM, as advice would now be sought on an informal basis, as and when required.

6. Minutes of the TEC Executive Sub Committee held on 9 February 2017 (for agreeing)

The minutes of the TEC Executive Sub Committee meeting held on 9 February 2017 were agreed as an accurate record.

7. Minutes of the TEC AGM Meeting held on 15 June 2017 (for noting)

The Minutes of the TEC Main meeting held on 15 June 2017 were noted

8. Any Other Business

Councillor Coleridge announced that this would be his last TEC meeting. The Chair thanked Councillor Coleridge for all his work on TEC, as did the other members of the TEC Executive Sub Committee.

The meeting finished at 10:40am

**Minutes of the Meeting of the Executive
Tuesday 12 September 2017 9:30 am**

Cllr Claire Kober OBE was in the chair

Present

Member	Position
Cllr Claire Kober OBE	Chair
Cllr Peter John OBE	Deputy chair
Cllr Teresa O'Neill OBE	Vice chair
Ms Catherine McGuinness	Vice chair
Cllr Ruth Dombey OBE	Vice chair
Mayor Sir Steve Bullock	
Cllr Ray Puddifoot MBE	
Cllr Lib Peck	
Cllr Darren Rodwell	
Cllr Rave Govindia CBE	Substituting for Cllr Kevin Davis

London Councils officers were in attendance

1. Apologies for absence and announcement of deputies

Apologies were received from Cllr Julian Bell and Cllr Kevin Davis for whom Cllr Ravi Govindia was substituting.

2. Declaration of interest

No interests were declared.

3. Minutes of the Executive Meeting held on 20 June 2017

The minutes of the Executive meeting held on 20 June 2017 were agreed.

4. London Business Rates pool – oral update

The Interim Director: Finance, Performance and Procurement updated the Executive on Business Rates pooling:

- The uncertainty that had existed over the Government's approach to Business rates pooling was clarified when it invited applications for pilots for 2018/19. Whilst London was not included in that call because it was being treated separately as a product of the MoU agreed at the Spring budget, the principles and timescales applying to London would be similar.
- The view of the Executive was being sought in advance of Leaders' Committee and the Congress of Leaders and the Mayor meeting on 10 October.

Cllr Ravi Govindia CBE asked about whether a 'make-or-break' point had been reached. The view was that it had. He also asked about options for a strategic investment pot and its potential size. The Interim Director replied 25%, 20% and 10% were in the models in the Prospectus. The Government would be likely to push for an agreement at the higher end of that range.

Cllr Teresa O'Neill OBE was concerned what additional burdens may be imposed as part of the deal that could cost more than the potential gain despite the potential 'no detriment' clause in the agreement. It was agreed that it would be important to see this explicitly covered off in any deal.

The Chair informed the Executive of the Labour Group's view, one that had come particularly from outer London boroughs, that the London pilot should not jeopardise the conduct of the Fair Funding review and that a letter from the Government guaranteeing that should be sought.

Cllr Darren Rodwell urged some 'story-telling' setting out London's relative progress on this compared to the other parts of the country. People should be encouraged to recognise that London's reputation as an effective collective grouping was potentially at stake.

Cllr Ray Puddifoot MBE suggested a model motion could be drawn up that could be put to all London's councils.

The Chair concluded by agreeing that an updated Prospectus be circulated to Leaders as soon as possible to help determine the final, in principle, position well before 10 October..

The Executive agreed to note the update.

5. Devolution and Public Service Reform

The Chair introduced the item saying it included updates on the progress against the Memorandum of Understanding with Government on further devolution to London, particularly in relation to:

- Business Rates retention
- Devolution of the Adult Education Budget and progress towards wider skills devolution
- The Work and Health Programme
- The Industrial Strategy
- Health devolution
- Devolution of the Criminal Justice Service
- Housing Infrastructure

She concluded her introduction by describing meetings she had recently had with ministers which had been encouraging.

A number of members, including Mayor Sir Steve Bullock, Cllr Ruth Dombey OBE and Cllr O'Neill complained of recent developments in the organization of the Health Service in London, in particular around centralization of CCGs and the danger of over-riding progress that had been made locally.

The Executive agreed to note the report.

6. Transforming Health and Care in London

In the absence of Cllr Kevin Davis the Strategic Lead for Health and Adult Social Care introduced the report saying:

- One of the messages from discussions in the Executive and Leaders' Committee earlier this year was that London Councils should look to develop a political vision underpinned by a policy framework that would enable London local government to seize the agenda more firmly
- Based on discussion at this meeting, firmer proposals will be brought back to Members later in the year
- The thinking in the paper was based on –
 - An analysis of different integrated commissioning delivery models and drawing out lessons for sharing across the capital.
 - Mapping of integrated ways of working taking place across different footprints
- The integration agenda had continued to evolve, in particular at the national level with the emergence of Accountable Care Systems
- A vision and framework were offered up in early draft format to seek Executive's comment and instruction on further development
- The section on Accountable Care Systems described the parallel thinking on integration, as set out in the NHS Five Year Forward View Delivery Plan published in March 2017. Experience in recent years would suggest that there was the potential for national policy direction to fetter London's efforts at reform
- The section on the Better Care Fund reported that there had been an increase in concern around the Better Care Fund, which had the potential to distract local government from its broader reform agenda.
- The report noted the latest position on the health devolution Memorandum of Understanding and noted the risk of ongoing delay to signing the agreement.

Cllr Dombey urged a shift away from the NHS approach which was about access to Healthcare and instead work towards an approach more based on wellbeing

emphasising prevention especially in the area of mental health. Only the surface was being scratched of the potential of health and wellbeing boards.

Cllr Puddifoot urged greater emphasis on prevention in the report and referred to point 6 in the vision about the need for locally accountable politicians to lead on shaping provision, a point that Cllr Peck agreed with. He urged that we should stress that the NHS is not accountable.

Cllr O'Neill asked whether there needed to be push-back on certain NHS changes, either we were partners helping to deliver change or we were not.

The Executive agreed that these comments should be reflected upon in developing the draft narrative framework for further submission to members at a future point.

7. Schools Funding

Cllr Peter John OBE introduced the report saying:

- It covered recent policy developments relating to school revenue, capital and SEND funding
- On revenue funding, in July the Secretary of State for Education had committed to increasing the core schools budget by £1.3 billion in 2018/19 and 2019/20. Every school would receive at least a 0.5 per cent a year per pupil cash increase.
- This additional investment was welcome; however there were still concerns for London's schools. It was highly likely that the 70 per cent of London schools previously set to lose funding under the draft National Funding Formula would only receive the minimum cash increase of 0.5%. This was likely to mean a reduction in real terms per pupil funding for these schools. This would only be confirmed when the school allocations were published shortly.
- When the school budget allocations were published an analysis would be undertaken to understand how much of the additional £1.3 billion per year investment would

benefit London schools. If London's schools lost out, London Councils would continue to lobby government to protect all school budgets in real terms

- On Capital funding, last Wednesday London Councils published the latest edition of *Do The Maths*, its annual school places planning report.
- The report highlighted that there would be a shortfall of 63,710 places across schools in London until 2022/23. Demand was growing steadily at secondary level, but demand in the primary sector was slowing for the first time in almost a decade. Boroughs had reported a number of reasons for this slowing demand, including:
 - A considerable number of new places had been created over the past year, helping to reduce the shortfall significantly
 - A lower birth rate
 - A rapid increase in house prices
 - Changes in migration patterns amongst particular populations, potentially as an early consequence of the decision to leave the EU
- Despite the reduction in the shortfall for primary places, London would still need additional funding for school places of an estimated £1 billion over the next six years.
- Lobbying of Government would continue to argue for appropriate levels of capital funding, as well as to push for a reform to the free school programme to ensure there was greater strategic link up with local authorities on the development of new schools
- On Special Educational Needs and Disabilities (SEND) funding, a recent London Councils' survey on Children's Services finances found that 23 out of 28 boroughs were spending more on high needs than the amount allocated through the high needs block of the DSG. The aggregate funding gap across these 23 boroughs was £94 million. Another area of significant overspend was in SEND transport budgets, with overspends averaging £1 million per borough.
- Given these huge funding pressures facing London boroughs, London Councils was proposing to lobby Government directly on this issue.

Cllr O'Neil asked for reference to be made to Education Services Grant and Special Schools which Cllr John agreed with.

The Executive agreed to note the report.

8. Month 3 Revenue Forecast 2017/18

The Director of Corporate Resources introduced the report by pointing out it was the first forecast for this financial year: He continued

- Following a conversation with Cllr Puddifoot outside of the meeting, during which Cllr Puddifoot queried the level of actual expenditure reported as at Month 3 for the Joint Committee in Table 4 of the report, the Director of Corporate Resources informed the meeting that there had been an error in the figure shown in the second column of Table 4, under M3 actual expenditure for Employee Costs. The figure in the report of £954,000 should actually be £1.016 million
- This amendment, however, had no effect on the projected forecast surplus for the Joint Committee of £731,000 for the year
- Cllr Puddifoot had also enquired (also outside of the meeting) as to why actual expenditure for Joint Committee running costs was so low at the end of the first quarter. The Director of Corporate Resources explained that the actual spend had been depressed by the reversal of 2016/17 liabilities, which was misleading and agreed to review the manner in which this information was reported to members at the end of the first quarter for future financial years, starting with 2018/19. Any on-going effect from previous years transactions would be separated out.

The Executive agreed to note the overall forecast surplus as at 30 June 2017 (Month 3) of £1.485 million and note the position on reserves as detailed in the report.

9. Debtors Update Report

The Director of Corporate Resources introduced this report by saying that assurances had been received from the two boroughs that had long-standing debts that they would be settled by the end of the month.

The Executive agreed:

- To note that all borough, TfL and GLA debts raised up to 31 December 2016 and reported to the Executive at its meeting on 28 February 2017 had been paid
- To note the level of outstanding debt of £3.237 million in respect of borough, TfL and GLA invoices raised in the period 1 January to 31 July 2017
- To note the level of outstanding debt of £76,633.26 in relation to other debtors invoices raised up until 31 July 2017 and
- To note the specific action being taken in respect of significant debtors, as detailed in the report.

10. Nominations to Outside Bodies

The Executive agreed to note the report.

AOB

Cllr Darren Rodwell set out some proposals in relation to London local government's presence at MIPIM.

The Chair concluded that Cllr Rodwell should write to Leaders seeking comments on the proposition that:

- (i) Willing boroughs feature in a promotional booklet;

- (ii) London Councils branding support for an area at MIPIM as part of the overall London space – this would be a venue to distribute the booklet and for use by involved boroughs. The role would reflect that this was funded by sponsorship by the City of London Corporation and others – none of whom were developers. The next step would be to consult Leaders to see if they were supportive.

Action points

Item	Action	Progress
<p>4. London Business Rates pool – oral update</p> <ul style="list-style-type: none"> A document to be circulated to leaders before 10 October even if it was only an updated prospectus. 	<p>Strategic Policy</p>	<p>Completed 19/9/17</p>
<p>7. Schools Funding</p> <ul style="list-style-type: none"> Reference to be made to Education Services Grant and Special Schools 	<p>PAPA Children's Services</p>	<p>Ministerial letter sent included mention of Free special schools. ESG will be picked up in future lobbying.</p>
<p>AOB</p> <ul style="list-style-type: none"> Contact boroughs to see if they were supportive of Cllr Rodwell's proposals. 	<p>Transport, Environment and Infrastructure</p>	

The meeting ended at 11:00am

Leaders' Committee

Report from the TEC Executive Sub Committee – 15 September 2017

Item no:

Report by: Alan Edwards **Job title:** Governance Manager
Date: 10 October 2017
Contact Officer: Alan Edwards
Telephone: 020 7934 9911 **Email:** Alan.e@londoncouncils.gov.uk

Summary: Summary of the minutes of the London Councils' TEC Executive Sub Committee held on 15 September 2017

Recommendations: For information.

1. Attendance: Cllr Julian Bell (LB Ealing – Chair), Cllr Lynda Rice (LB Barking & Dagenham), Cllr Stuart King (LB Croydon), Cllr Feryal Demirci (LB Hackney), Cllr Phil Doyle (RB Kingston-upon-Thames) and Cllr Caroline Usher (LB Wandsworth).

2. Apologies for Absence

Apologies for absence were received from Cllr Daniel Anderson (LB Enfield) and Cllr Jill Whitehead (LB Sutton).

3. Air Pollution & Smart Mobility – Presentation by Laurie Laybourn-Langton, Institute for Public Policy Research (IPPR)

Laurie Laybourn-Langton introduced the report and made the following comments:

- There were a number of transport related problems in London, including air pollution, road safety, carbon emissions and congestion.
- The current policy approach was to seek to achieve a reduction in the number of vehicles, greater efficiency of the available space and vehicles themselves, as well as phasing out unsustainable fuels (mainly diesel) and increasing public transport accessibility. Accelerating modal shift was also well underway (eg increase cycling, walking etc).
- New transport technologies were also emerging, like journey planner platforms, car clubs and on-demand hire

The TEC Executive Sub Committee: **(i)** agreed that Alan Edwards would send round to TEC Executive members the slides from the presentation and a link to the report that was published earlier in the year and **(ii)** discussed and noted the report.

.4. Cleaner Vehicle Checker

The TEC Executive Sub Committee considered a report that informed members of a “Cleaner Vehicle Checker” that the GLA would be introducing.

Oliver Lord, Deputy Air Quality Manager, GLA introduced the report and made the following comments:

- Diesel cars do not currently perform to set emissions standards and the UK will be phasing them out. Other countries are planning to ban diesel cars much earlier.
- The Cleaner Vehicle Checker was a web-based tool that would rate how well your car was performing from A+ (best) to H (worst).
- Findings from Emissions Analytic showed that some diesel vehicles did perform just as well as some petrol vehicles and the public should be made aware of this.
- TEC Executive endorsement was now sought to agree that the Cleaner Vehicle Checker was a worthwhile project.

The TEC Executive Sub Committee noted and welcomed the report.

5. Month 3 Revenue Forecast 2017/18

The TEC Executive Sub Committee received a report that outlined actual income and expenditure against the approved budget to the end of June 2017 for TEC and provided a forewcast outturn position for 2017/18.

The TEC Executive Sub Committee: **(i)** noted the projected surplus of £786,000 for the year, plus the detailed forecasted net underspend of £830,000 for overall Taxicard trips, as detailed in the report, and **(ii)** 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.

6. Minutes of the TEC Executive Sub Committee meeting held on 20 July 2017 (for agreeing)

The minutes of the TEC Executive Sub Committee held on 20 July 2017 were agreed as an accurate record.

7. Any Other Business

Spencer Palmer TEC Executive that he had been approached by the Department for Transport about their proposed plans to grant Heathrow Airport Holdings Ltd (a private company) civil enforcement powers similar to those held by London boroughs. The proposal is to transfer responsibility for enforcement of traffic and parking rules on Heathrow's road network from the Police to the airport authority. The aim is to achieve better enforcement and therefore compliance for traffic management, safety and security reasons.

DfT and London Councils officers have been considering how TEC's functions in terms of setting penalty charge levels for London and operating the independent appeals service through London Tribunals to apply to Heathrow in the future. Mr Palmer explained that it would seem that if DfT make the necessary legislative changes to grant Heathrow the appropriate powers and responsibilities, including paying any apportioned costs in terms of appeals for Heathrow contraventions, there should be no negative implications for TEC and London Councils. He said that it was proposed to bring a detailed paper on this matter to TEC on 12 October 2017 meeting.

Jade Appleton, Conservative Political Adviser, London Councils, said that a discussion would need to take place with the borough of Hillingdon before any paper on this issue was brought before TEC. The Chair said that he would be happy to proceed on this basis. Frank Smith said that the experience gained from managing the POPLA contract would help mitigate any risks to London Councils when entering any potential formal agreement.

The meeting finished at 11:15am