

# Leaders' Committee

## Summaries and Minutes

Item no: 5

**Report by:** Derek Gadd      **Job title:** Head of Governance  
**Date:** 5<sup>th</sup> June 2018  
**Contact Officer:** Derek Gadd  
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**Summary**      Summaries of the minutes of London Councils

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

- GLEF – 15 February 2018
- CAB – 13 March 2018
- Pensions – 14 March 2018
- TEC – 22 March 2018



# Leaders' Committee

## Report from the Greater London Employment Forum – 15 February 2018

Item no:

**Report by:** Steve Davies      **Job title:** Governance Manager  
**Date:** 5 June 2018  
**Contact Officer:** Steve Davies  
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**Summary:** Summary of the minutes of the Greater London Employment Forum held on 15 February 2018

**Recommendations:** For information.

**1. Attendance:** Employers Side: Cllr Cameron Geddes (Barking & Dagenham), Cllr Colin Tandy (Bexley), Cllr Margaret McClennan (Brent), Cllr Simon Hall (Croydon), Cllr Yvonne Johnson (Ealing), Cllr Doug Taylor (Chair) (Enfield), Cllr Carole Williams (Hackney), Cllr Philip Corthorne (Hillingdon), Cllr Jenny Kay (Islington), Cllr Imogen Walker (Lambeth), Cllr Kevin Bonavia (Lewisham), Cllr Stephen Alambritis (Sub) (Merton), Cllr Kam Rai (Redbridge), Cllr Richard Livingstone (Sub) (Southwark), Cllr Simon Wales (Sutton), Cllr David Edgar (Tower Hamlets), Cllr Angela Harvey (Westminster), **Union Side:** Helen Reynolds (UNISON), Gloria Hansen (UNISON), Sue Plain (UNISON), Jackie Lewis (UNISON), Simon Steptoe (UNISON), Sean Fox (UNISON), Maggie Griffin (UNISON), Kim Silver (UNISON), Mary Lancaster (UNISON), Danny Hoggan (Unite), Jonathan Coles (GMB), Wendy Whittington (GMB), Vaughan West (GMB), **In Attendance:** Steve Davies (London Councils), Debbie Williams (London Councils) and Julie Kelly (UNISON).

**2. Apologies for Absence:** Apologies were received from Cllrs Richard Cornelius (Barnet), Cllr Ian Payne (Bromley), Cllr Alison Kelly (Camden), Cllr Ben Coleman (Hammersmith & Fulham), Cllr Melvin Wallace (Havering), Cllr David Lindsay (Kensington & Chelsea), Cllr Mark Allison (Merton), Cllr David Marlow (Richmond), Cllr Fiona Colley (Southwark), Cllr Clyde Loakes (Waltham Forest), Cllr Guy Senior (Wandsworth), Danny Judge (UNISON), Clara Mason (UNISON), Neville McDermott (UNISON), Jane Doolan (UNISON), Karen Lynn (UNISON), Onay Kasab (Unite), Gary Cummins (Unite), Susan Matthews (Unite), Kath Smith (Unite), Jane Gosnell (Unite), Pam McGuffie (Unite), Mick Callanan (Unite), Penny Robinson (GMB), Dennis McNulty (GMB), Mehboob Khan (London Councils), Jade Appleton (London Councils).

**3. Minutes of the Meeting held on 13 June 2017 and Matters Arising:** The minutes of the meeting held on 13 June 2017 were agreed as a correct record.

**Matters Arising:** Item 3 – GLEF Membership (Page 4 of minutes): Vaughan West (GMB) will provide London Councils with an up to date list of GMB membership for GLEF.

GLPC JE Refresh Update (Page 6 of minutes): Mary Lancaster (UNISON) asked if any progress had been made in organising a train the trainer session for the Union Side and asked who is delivering the training. It is recommended that GLPC JE training courses be jointly delivered and from her understanding this has not been happening. Mary recently heard that a council was running an in-house JE course and offered her availability but was informed that they were running the course themselves.

Vaughan West (GMB) and Mary are both trained and are not being used to run joint training courses.

The Gold Book (the London Agreement) states:

### ***Training***

*1.1 All management and trade unions involved in any part of the job evaluation process should be trained to equip them to participate properly. No person should be allowed to participate without such training.*

*1.2 Joint training should provide for a detailed understanding of the principles and application of job evaluation, as well as in the principles of equity and fairness as they apply to the job evaluation scheme.*

*1.3 The GLPC has produced a training programme on the job evaluation process, which is available for use by participating boroughs. Where possible training should be provided on a joint basis.*

Mary asked that the Gold Book be re-circulated to boroughs highlighting the above.

The Chair suggested a conversation with the Joint Secretaries takes place to take this forward.

Memorandum of Cooperation (MoC) – Page 6: The Union Side enquired whether there was a final version of the Adult Social Workers MoC.

Steve Davies (Regional Employers Side Secretary) responded that ADASS are in the process of signing this off and looking for implementation from 1 April 2018.

There were no further matters arising.

### **4. Regionalisation of Adoption Services – Clive Grimshaw, London Councils**

**and Ian Smith, London Adoption Board:** The Chair introduced Clive Grimshaw, Strategic Lead for Health & Adult Social Care, London Councils and Ian Smith, Programme Director, London Adoption Board.

Ian Smith informed colleagues that the recommended model going forward was the creation of a new local authority owned entity operating in a hub or spoke approach. Following a meeting on 25 October 2017, Directors recommended that a local authority owned hub and spoke model as a basis for further planning.

In terms of the issue of new staffing arrangements originally discussions have been around TUPE. There are many other options around the country and we need to look at all the options in terms of staffing arrangements before making a decision.

An expert has been employed to come up with all the options available in a business case.

Helen Reynolds (Regional Joint Secretary) asked whether TUPE was likely not to be the case.

Ian Smith responded that no decision has been made as different options around the country so we need to look at all options.

Helen Reynolds asked where there are different hubs will the final decision apply to all hubs across London.

Ian Smith responded that this is something to be decided as discussions continue.

Helen Reynolds asked when the actual go-live date is.

Ian Smith responded that the go-live date is April 2019 but this could be staged e.g. for those authorities not as quick as others. The actual legislation go-live is 2020.

Helen Reynolds asked whether there was awareness that the Trade Unions had not been asked to be involved so far. The Unions would like to request involvement. We have wealth of experience to bring to the table.

Ian Smith responded that the Unions can be assured that they will be invited.

**5. Apprenticeships: Update/Feedback – Differences in London Boroughs:** The Chair asked if the Union Side had any matters they would like to raise from the Apprenticeship report.

The Union Side gave thanks and responded that they are quite informed but highlighted that a tiny minority of boroughs want to pay as less as possible. Paying less will not get the quality and equality of applicants.

UNISON's Apprenticeship Charter provides a tool to ensure apprenticeships deliver positive outcomes for both apprentices and employers.

The report does not give a lot of information on spend of the levy and the request a more detailed report on how the levy is being spent.

The Chair agreed the data is a year out of date and the Employers' Side commit to bring something back to a future meeting.

**6. ACAS Guidance: Workplace Support for Parents with Premature or Sick Babies:** The Chair informed colleagues that unfortunately Cllr Clyde Loakes (Waltham Forest) was not available to attend today and that both Sides have agreed to defer this item till 28 June.

Helen Reynolds (Regional Joint Secretary) informed colleagues that the Union Side are very pleased that Waltham Forest has implemented the guidance to their policies in line with the ACAS advice.

The Union Side also note that the recent London Councils survey only had 18 responses from boroughs and asked if the Union Side could be provided with the names of boroughs who have responded so in a positive way our local branches can contact their councils. It would also be useful to have an update on when we next meet on 28 June of any councils have made any changes.

Steve Davies (Regional Employers' Side Secretary) provided the following list of boroughs who had responded:

Brent – review  
Bromley – review  
Camden – review  
Croydon – review  
Ealing – review  
Greenwich – review  
Hackney – review  
Haringey – review  
Havering – review  
Newham – review  
Hounslow – review  
Islington – review  
Kensington & Chelsea – review  
Lambeth – review  
Redbridge  
Southwark  
Waltham Forest  
City of London – review

**7. Residential Care Charter – Matthew Egan (UNISON):** Matthew Egan (UNISON) informed colleagues that UNISON's Residential Care Charter is not too dissimilar to UNISON's Home Care Charter which people will be familiar with.

Councils still regain some responsibilities for residential care services but unfortunately employees are being let down and 20% of residential care homes are inadequate or require improvements.

When you drive down to the reasons why services are inadequate the Care Quality Commission (CQC) breaks down services by sections to see if they are safe. 21% of residential homes in London need to be made safer and are in need of improvement.

A UNISON survey of 1,003 residential care workers was carried out between 3 May and 2 June 2017. The results highlighted that 17% of residential care workers feel they have enough time to spend with residents without being rushed and compromising their dignity or well-being. When asked what residents are regularly missing out on because of the lack of time workers highlighted the following:

- 88% do not have time for a conversation with residents
- 83% can't do nice things with residents, such as take them out of the home
- 66% are not given enough time to complete or update necessary paperwork for care plans
- 56% said they don't have time to cut someone's nails
- 32% don't have time to wash residents' hair
- 29% said they don't have time to wash, bath or shower residents
- 27% said they don't have time to help residents eat and drink
- 27% don't have time to comb and/or style residents' hair
- 26% don't have time to take residents to the toilet
- 25% don't have time for personal care tasks to be completed properly (e.g. stoma care)
- 25% don't have time to notice any deterioration in resident's health.

The survey also highlighted there is a major problem with good quality training. There are increasing levels of a wider variety of care needs needed now than in previous years.

UNISON's Residential Care Charter highlights a list of standards need:

- Safe numbers of staff in each establishment.
- Safe equipment.
- Meaningful activities for residents.
- Better quality training for staff.
- Pay the real living wage.
- Sufficient breaks for staff.

Turnover is 33.8% a year due to staff feeling they are under-valued and not paid enough.

There is a need for improved levels of pay and training. This will improve turnover rates, retaining staff and the care of the residents.

UNISON appreciate the complexities of the Residential Care Charter but we hope councils can come together to improve levels of care for residents.

Cllr Richard Livingstone (Southwark) mentioned that Southwark was one of the first London boroughs to adopt UNISON's Ethical Care Charter which has been a positive experience and the cost was less than expected. As a borough we have real problems with residential homes getting closed down. A new provider of services has agreed that the problem with previous providers was the quality of care in homes.

There is an issue with where the law says we are heading and we want to understand that better first but the Residential Care Charter is a really good way to go.

Danny Hoggan (Unite) informed colleagues that he has worked in residential care in Greenwich for a number of years and stated that costs will eventually come back to boroughs as they have bought into a system that is failing. Models have been bought on speculation of care and a number of these companies have now gone bust.

A lot of companies are hiding behind boroughs and blaming them for payment of staff. Models are defunct and we need to think of insourcing as the innovative way. Fund a highly trained workforce, set minimum standards with qualified staff.

Sue Plain (UNISON) stated that the London region were progressive in adopting UNISON's Ethical Care Charter and the Union Side are hoping that GLEF has the same influence on the Residential Care Charter.

The Chair responded that details of UNISON's Residential Care Charter be circulated to those boroughs not represented at today's meeting so discussions can take place locally.

**8. Collective Investment Vehicle – Brief Verbal Update:** Steve Davies (Regional Employers' Side Secretary) provided the following statement from the Interim Chief Executive, CIV to explain why he did not find it appropriate to attend the meeting today to give a verbal update.

Mark Hyde Harrison, Interim CEO for CIV provided the following statement:

*The London CIV is actively taking on board the findings of our Governance review and we are developing recommendations with our colleagues in the boroughs that we will put to London borough Leaders in March. As we are in the midst of a consultation it would be too early to share this work with the GLEF and it would be best to defer this item to a meeting later in 2018.*

Steve Davies (Regional Employers' Side Secretary) informed colleagues that Mark Hyde Harrison has accepted an invitation to attend the 28 June meeting and Sir Bob Kerslake is currently a tentative acceptance.

Sue Plain (UNISON) raised concern about CIV's confusion, no clarity of role and lack of accountability. The Union Side has been waiting for quite some time now to be invited on to the Board. I would also like it noted that there has been significant changes to personnel at a high level within CIV which we could have been informed of.

Today we could have highlighted our concerns and asked about the direction of travel. No show at this meeting is showing disrespect for this panel.

We would ask that the Chair of GLEF write to CIV and say we feel disrespected.

Cllr Yvonne Johnson (Ealing) informed colleagues that individual boroughs can put in a response by the end of February 2018. If you get in contact with your borough's Board representative you can put forward any views you may have. Everything is up for debate at the moment. People leave jobs so we lose investment.

Danny Hoggan (Unite) responded that there is an issue about workers representation and the Unions have been treated with absolute disdain. It worries us how much investment the CIV have put in Carillion. If we were in the private sector then we would be Trustees so why someone could not attend today and have a discussion with us is showing total disrespect.

Vaughan West (GMB) stated that the things the Unions can have a say on is always being moved, we should have a real say on investment. What is the point of having a say at borough level?

Cllr Simon Hall (Croydon) responded that the Pension Committee of each local authority has absolute discretion of where they invest. We can look at what we can invest in and what CIV can and make a decision.

Sue Plain (UNISON) stated that this idea of the establishment is to force a potential infrastructure position. When we get reports that the governance of CIV is not working and not fit for purpose then we need to know and feed into any decisions.

The Chair agreed to pass on the concerns raised by the Trade Union Side if they can provide a written summary within the consultation timescales.

#### **9. Any Other Business: Construction Charter – Danny Hoggan (GMB)**

Danny Hoggan highlighted the Construction Charter which was a late item for today's agenda. Danny urged colleagues to look at the Charter as this will be an agenda item when GLEF next meet on 28 June.

Sue Plain (Southwark) expressed an interest in knowing if any lessons had been learnt by boroughs and what, if any, contingencies they had in place following the collapse of Carillion.

The Chair responded that responses would be different from each London borough.

Cllr Simon Hall (Croydon) informed colleagues that Croydon monitored their contractor and were able to take the steps to bring the service back in-house on the morning our contractor went in to liquidation.

Farewell and Thank You: Cllr Angela Harvey (Westminster) informed colleagues that after 44 years of service this would be the last GLEF meeting for Cllr Colin Tandy (Bexley).

Colleagues in attendance gave thanks to Cllr Tandy for all the work he has done for us as a body and wished him the best of luck for the future.

The meeting was concluded at 13.02pm

#### **10. Date of Next Meeting**

##### **GLEF AGM**

28 June 2018

Group Meetings: 10am

Joint Meeting: 11.30am

##### **FUTURE MEETING DATES**

##### **DATES FOR 2019**

##### **GLEF**

21 February 2019

Group Meetings: 10am

Joint Meeting: 11.30am

##### **GLEF AGM**

27 June 2019

Group Meetings: 10am

Joint Meeting: 11.30am



# Leaders' Committee

## Report from the non-exempt part of the Item no: Capital Ambition Board - 13 March 2018

**Report by:** Ana Gradiska      **Job title:** Principal Governance and Projects Officer  
**Date:** 5 June 2018  
**Contact Officer:** Ana Gradiska  
**Telephone:** 020 7934 9781      **Email:** Ana.gradiska@londoncouncils.gov.uk

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**Summary:** Summary of the minutes of the non-exempt part of the Capital Ambition Board held on 13 March 2018

**Recommendations:** For information.

**Attendance: Members** Cllr Stephen Alambritis, LB Merton (Chairing), Cllr Fiona Colley, LB Southwark Cllr Nicholas Paget-Brown, RB Kensington and Chelsea, Cllr Kevin Davis, RB Kingston upon Thames (Sub). **Advisers** Paul Najsarek, LB Ealing, James Rolfe, LB Enfield. **London Councils** Frank Smith, Guy Ware, Thomas Man, Lisa Henry, Tom Patey. **Board Secretariat** Ana Gradiska. **EY** Victoria Evans, Chess Dennis.

### **Apologies for Absence:**

Apologies were received from Edward Lord OBE JP (City of London - Chair), Cllr David Simmonds CBE (LB Hillingdon), Fiona Fletcher Smith (GLA), John Hooton (LB Barnet) and Andrew Blake-Herbert (LB Havering).

The meeting was chaired by Cllr Alambritis. He said that this would be the last meeting attended by Cllr Fiona Colley and Cllr Paget-Brown, thanked both for all their hard work and commitment to Capital Ambition and wished them both good luck for their future endeavours.

### **Declarations of Interest: none**

#### **1. Minutes of the meeting held on 13 December 2017**

The minutes of the non-exempt part of the meeting held on 13 December 2017 were agreed as an accurate record.

#### **2. Capital Ambition - Director's Report**

The Director of Finance, Performance and Procurement asked the Members to note the financial summary and the progress of both the grant funded projects including health and social care integration and the targeted ventures projects.

#### **3. London Ventures Progress Report**

The Head of Capital Ambition said that significant progress has been made since the December 2017 CAB meeting and that the London Ventures team had continued to promote the programme and engage

with local authorities. He stated that James Rolfe had helped to facilitate London Ventures presentations at the Society of London Treasurers and East London Finance Directors meetings.

For the next cycle of targeted ventures, the London Ventures team had engaged with a wide range of key stakeholders including the LGA, CELC children lead, Department for Education, ALDCS, and Barnardos in advance of the formal start of the children and families targeted venture. He also stated that the Capital Ambition Board children and young people targeted ventures champions Paul Najsarek and Cllr David Simmonds both agreed to join the challenge panel.

Victoria Evans said that since the last meeting, the London Ventures team had made significant progress in developing the targeted ventures cycle 1 concepts in the areas of homelessness, housing and temporary accommodation. The concepts had brought together local government, other public sector bodies, and third sector representatives to develop and refine the ideas into tangible products and services. In particular the modular temporary accommodation product had managed to secure £11 million of GLA innovation Funding, and the property listing platform for temporary accommodation was now integrated into the Capital Letters project led by London Housing Directors Group.

#### **4. Any Other Business: none**

The meeting finished at 11.15

## **Pensions CIV Sectoral Joint Committee (PSJC)**

### **14 March 2018**

Minutes of a meeting of the Pensions CIV Sectoral Joint Committee held on Monday 14 March 2018, at 2:30pm 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	-
Ealing	Cllr Yvonne Johnson
Enfield	Cllr Toby Simon
Greenwich	Cllr Don Austen
Hackney	Cllr Robert Chapman
Hammersmith and Fulham	Cllr Iain Cassidy
Haringey	Cllr John Bevan (Deputy)
Havering	Cllr Clarence Barrett (Deputy)
Harrow	Cllr Nitin Parekh
Hillingdon	-
Hounslow	Cllr Mukesh Malhotra
Islington	Cllr Richard Greening
Kensington and Chelsea	-
Kingston Upon Thames	Cllr Andrew Day
Lambeth	Cllr Iain Simpson
Lewisham	Cllr Mark Ingleby
Merton	-
Newham	Cllr Forhad Hussain
Redbridge	-
Richmond Upon Thames	Cllr Thomas O'Malley
Southwark	Cllr Fiona Colley
Sutton	Cllr Sunita Gordon
Tower Hamlets	Cllr Clare Harrison
Waltham Forest	
Wandsworth	Cllr Maurice Heaster
City of Westminster	Cllr Suhail Rahuja

#### **Apologies:**

Croydon	Cllr Simon Hall
Haringey	Cllr Clare Bull
Havering	Cllr John Crowder
Kensington & Chelsea	Cllr David Lindsay
Merton	Cllr Philip Jones
Redbridge	Cllr Elaine Norman

Officers of London Councils were in attendance as were Mark Hyde-Harrison (CEO, London CIV), Kevin Cullen (Client Relations Director, London CIV), Larissa Benbow (Head of Fixed Income London CIV) and Chris Bilsland (LCIV Board).

## **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. Minutes of the Pensions CIV Sectoral Joint Committee held on 31 January 2018**

- 3.1. The minutes of the PSJC meeting held on 31 January 2018 were agreed as an accurate record.

## **4. Board Structure**

- 4.1. It was noted that Carolan Dobson, a CIV Non-Executive Director, also worked as an Investment Adviser for the London Borough of Enfield.
- 4.2. The Committee noted the report on the Board Structure.

## **5. Governance**

- 5.1. The Chair introduced the report and the following comments were made:
  - Councillor Heaster said that the Shareholder meetings should be made up of four Treasurers and eight Shareholders (as opposed to six of each). He also queried having a Trade Union member voting at these meetings.
  - Councillor Heaster asked whether the terms of appointments should be on a yearly rolling basis, as opposed to a 3-year term. He also said that all shareholders should be able to attend the meetings as observers.
  - Councillor Johnson agreed that the make-up of the Shareholder meetings should be 4 and 8. She said that she also agreed that any trade union representative should not have any voting rights. Councillor Johnson confirmed that Lord Kerslake was in discussions with the unions to move this forward.
  - The Chair suggested that there should be no maximum on the number of years that a member would be a representative at the meetings although there was the expectation that most members would continue on a year-on-year basis.
  - Councillor Johnson said that the political make-up of the meetings would be known after the local elections in May 2018, and would be predominantly up to the whips to decide.
  - Councillor Parekh asked whether the minutes of these meetings would be circulated to all members. Councillor Choudhary asked whether the

Shareholders' Committee would make recommendations to the CIV Board and the General Committee. The Chair said that this would be a sensible way forward.

- The Chair said that it was up to the whips to decide the length and political mix of appointments. He suggested that note of detailing the actions/key decisions from these meetings, be circulated to members, as opposed to a full set of minutes (as this was not a formal group).
- 5.2. The Chair confirmed that each member needed to sign and return a form consenting to the dissolution of the PSJC.
- 5.3. The Committee:
- Agreed that quarterly shareholder meetings would be made up of 4 Treasurers and 8 Members.
  - Agreed that a Trade Union member would attend as an observer only, and to not have any voting rights (Lord Kerslake to continue dialogue with the trade unions regarding this matter).
  - Agreed that the Shareholder meetings would send members a “note” of the meeting, detailing the main decisions/actions from the meetings, subject to being confirmed with this meeting.
  - Noted that each borough would need to sign and return the form agreeing to the PSJC being dissolved. Once all 33 signatures had been received, the PSJC would be dissolved and would cease to operate.

## **6. Business Update**

- 6.1. The COO introduced the report and informed members that a revised Business Update report had been distributed at the meeting.
- 6.2. The COO said that the LCIV was now in a position to get the guarantee and recharge agreement out. All shareholders needed to sign the FRS102 recharge agreement as required by the City of London. The Chair confirmed that the City of London would be unable to take on these obligations unless all members signed the agreement. It was noted that the costs on regulatory capital for not signing up would be in the region of £100k to the company.
- 6.3. The COO said that the shares that LB Richmond held would now need to be transferred across, and the “A”-shares cancelled.
- 6.4. The COO said that the deadline for returning the signed agreements was 31 March 2018, although there was some flexibility with this deadline, as long as a borough gave written confirmation that they would be signing up in due course.
- 6.5. Councillor Johnson thanked Sir Mark Boleat for chairing the PSJC over the past two years. The Chair thanked members for all their contributions on the PSJC, especially Councillors Johnson and Heaster.

6.6. The PSJC:

- Noted that there was an additional, more detailed, Business Update report distributed at the meeting.
- Noted the finance report.
- Noted the report on regulatory capital and the status of the guarantee and recharge agreement. It was noted that each borough needed to sign up to the guarantee agreement, preferably by the 31 March 2018, although this timeline could be extended as long as boroughs gave a reassurance, via email, confirming that they would be signing up to the guarantee.
- Noted the operating model report, and
- Noted the fund launch update

**7. AOB**

7.1. No other business was discussed

**8. Date of next Meeting**

8.1. The next meeting would be the AGM on 12 July 2018.

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

**The meeting closed at 15:45pm**

# Leaders' Committee

## Report from the Transport & Environment Committee – 22 March 2018

Item no:

**Report by:** Alan Edwards      **Job title:** Governance Manager  
**Date:** 5 June 2018  
**Contact Officer:** Alan Edwards  
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**Summary:** Summary of the minutes of the London Councils' Transport & Environment Committee held on 22 March 2018

**Recommendations:** For information.

**1. Attendance:** Cllr Peter Zinkin (LB Barnet - Deputy), Cllr Colin Tandy (LB Bexley - Deputy), Cllr William Huntington-Thresher (LB Bromley), Cllr Stuart King (LB Croydon), Cllr Julian Bell (LB Ealing, Chair), Cllr Daniel Anderson (LB Enfield), Cllr Feryal Demirci (LB Hackney), Cllr Wesley Harcourt (LB Hammersmith & Fulham), Cllr Peter Mitchell (LB Haringey - Deputy), Cllr Graham Henson (LB Harrow), Cllr Jason Frost (LB Havering), Cllr Claudia Webbe (LB Islington), Cllr Phil Doyle (LB Kingston-upon-Thames), Cllr Jennifer Brathwaite (LB Lambeth), Cllr Nick Draper (LB Merton - Deputy), Cllr Peter Buckwell (LB Richmond-upon-Thames), Cllr Jill Whitehead (LB Sutton), Cllr Clyde Loakes (LB Tower Hamlets), and Alex Williams (Transport for London).

**2. Apologies for Absence:** Cllr Lynda Rice (LB Barking & Dagenham), Cllr Dean Cohen (LB Barnet), Cllr Alex Sawyer (LB Bexley), Cllr Gerard Hargreaves (LB Kensington & Chelsea), Cllr Sizwe James (LB Greenwich), Cllr Peray Ahmet (LB Haringey), Cllr Martin Whelton (LB Merton), Cllr Pat Murphy (LB Newham), Cllr John Howard (LB Redbridge), Cllr Ian Wingfield (LB Southwark), Cllr Caroline Usher (LB Wandsworth), and Cllr Danny Chalkley (City of Westminster).

### **3. Clean Air Day – Presentation by Global Action Plan**

Chris Large, Partner, Global Action Plan, gave a presentation on "Clean Air Day". The following comments were made:

- Clean Air Day was taking place on 21 June 2018 and would be a day of action to help cut pollution.
- There were 101 supporters of the campaign, along with 1,000 participating organisations.
- Any boroughs that wanted to join Clean Air Day should let Global Action Plan know. There was no fee to join-up and members just needed to be able to commit some time to promoting the campaign. The campaign had been number one on Twitter for 5 hours in 2017.
- A huge range of activities would be taking place – expected to be at least 200, but more like 300 to 400. There would be a number of clean air walking routes. There were also film pledges and photograph competitions.
- There were commitments to tackle air pollution (in 2017) from Andy Burnham, Jeremy Corbyn and Andy Street.

- There were hundreds of passionate advocates. Further information could be found on the Clean Air website. The campaign was positive and people focussed.
- The aim was to cut pollution in 2018. This included outdoor and indoor pollution. People were encouraged to leave their cars at home for one day and to explore low-emission vehicles for essential driving.

A Q and A session took place.

The Committee: **(i)** agreed that London would support “Clean Air Day” as stated in paragraph 8 of the report, and **(ii)** noted that the Chair would ask his daughter to send a message on Twitter to support “Clean Air Day”.

#### **4. Chair’s Report**

The Committee received a report that updated members on transport and environment policy since the last TEC meeting on 7 December 2017, and provided a forward look until the next TEC meeting on 14 June 2018.

Councillor Bell was thanked by Cllr Demirci for his chairing of TEC over the past 4 years. This was seconded by Cllr Doyle. The Chair thanked Jennifer Sibley, who was leaving London Councils, for all her work on TEC and wished her well in her new job.

The Committee: **(i)** noted that TEC had agreed to provide written approval for Resource London to access and share unaudited recycling data from Defra. This would not be shared wider than Resource London and TEC, and **(ii)** noted that the boroughs would continue to work with the Mayor and the gLA to represent London’s position with regards to the shortfall in funds for road repairs.

#### **5. Thames Water Business Plan & Water Resources Management Plan – Consultation Responses**

The Committee received a report that provided details of two consultations Thames Water was currently seeking views on. Draft London Councils’ responses were found at appendices A and B.

Richard Aylard, External Affairs and Sustainability Director, Thames Water, introduced the report and made the following comments:

- Boroughs were thanked for the consultation responses that they had sent in.
- The recent flooding in London was due to an unprecedented freeze/thaw event – temperatures had become very low, followed by a rapid warming all within 24 hours. The effect of this caused pipes above the ground to freeze and burst.
- Leakages went up once the temperature underground went below five degrees. In the recent flooding in London, temperatures went below 3.6 degrees. There were also problems with customer pipes (Smart metres), along with problems with commercial premises. People had left work early owing to the bad weather and the pipes then burst over the weekend.
- There were difficulties keeping up with demand and reservoirs had become low. It was also difficult to ascertain where the trapped air was in the pipes.
- Customers that had been without water for over 48 hours were given up to £150 in compensation.

A Q and A session took place.

The Committee: **(i)** discussed and commented on the draft consultation, and **(ii)** agreed that the Chair and vice chairs of TEC would review the submission of the Thames Water Business Plan, and circulate/submit this in due course.

#### **6. London’s Go Ultra Low City Scheme (GULCS) Update**

The Committee considered a report that described progress with the GULCS work streams including installation of charge points in residential areas, at car club bays, neighbourhoods of the future and rapid charge points.



The Chair informed Committee that there was a proposal from the Conservative Group at Leaders' Committee (tabled report item 6a) to set-up an Electric Vehicles Rapid-Charging working group. The Chair said that the working group would comprise of three Labour members, two Conservative members and one Liberal Democrat member. He went on to say that the issue of procurement for GULCS had been delayed until the summer.

The Committee: **(i)** agreed to set-up an Electric Vehicle Rapid Charging-Point Members' Group (as per tabled report item 6a), which would be a sub-committee of TEC and report back to the GULCS Steering Group, **(ii)** agreed the composition of the EV Charging-Point Sub Group is as follows (3/2/1): Cllr Julian Bell (LB Ealing, Labour – Chair), Cllr Feryal Demirci (LB Hackney, Labour Vice Chair), Cllr Jennifer Brathwaite (LB Lambeth, Labour), Cllr Phil Doyle (RB Kingston, Conservative Vice Chair), Cllr William Huntington-Thresher (LB Bromley, Conservative) and Cllr Jill Whitehead (LB Sutton, Liberal Democrat Vice Chair), **(iii)** agreed that the Governance around the installation of charging points would be reviewed after the local elections. Work needed to take place with TfL to ensure that structures were put in place to deliver this, **(iv)** noted that the borough of Islington wanted to feed into the Charging Point Sub-Group, **(v)** agreed that a further report on this would be presented to TEC at the June AGM meeting, and **(iv)** agreed to increase efforts to identify potential suitable locations on borough roads for more rapid charging points.

## **7. Assisted Transport Allowances Pilot Update**

The Committee received a report that informed members of the main areas of progress in defining a pilot for Assisted Transport Allowances, stakeholder engagement, customer research and data modelling.

Joyce Mamode, Head of Assisted Transport, TfL, introduced the report and said that there was a proposal to test an assisted travel allowance pilot. She said that members were asked to agree the recommendations in the report, including the ongoing engagement of London Councils in the Assisted Transport working group and endorsing the pilot.

The Committee: **(i)** agreed to the ongoing engagement of London Councils in the Assisted Transport working group, **(ii)** endorsed the updated customer propositions to be tested in the pilot, and **(iii)** noted the timescales for implementing the pilot in April 2018.

## **8. A Direct Vision Standard for Heavy Goods Vehicles**

The Committee considered a report that updated members on the development of a Direct Vision Standard (DVS) for Heavy Goods Vehicles (HGVs) and the HGV Safety Standard Permit Scheme (HSSP) to reduce road danger in London.

The Committee: **(i)** noted the progress made in developing the DVS and proposals to ban or restrict the most unsafe HGVs from London's roads, **(ii)** noted that boroughs could include DVS standards in their contracts, or potentially in planning conditions for major developments prior to 2024, **(iii)** noted that TfL would consider the advances in sensor technology when developing the DVS, **(iv)** noted the response to TfL's Stage 2a policy consultation on the HSSP Scheme, **(v)** noted the timeline and future TEC requirements and for notification to the European Commission, **(vi)** agreed that the Chair of TEC sends a joint letter with the Mayor's Walking and Cycling Commissioner to the relevant Department for Transport minister to start the EU notification process; and **(vii)** continue to support TfL's work with London Councils to use the existing LLCS as the proposed implementation mechanism for any permit scheme.

## **9. Traffic Signals Budget 2018/19**

The Committee received a report that set out the cost to boroughs of maintaining traffic signals in London in 2018/19 and recommended a review of the way costs were calculated and apportioned for future years.

The Committee: **(i)** agreed that Councillor Loakes would send Alex Williams details of his concerns regarding the length of time it took TfL to install traffic signals. Conversations also needed to take place with regards to how TfL traffic signals operated, along with how new technology could be used to reduce costs, **(ii)** agreed the cost to boroughs for maintaining traffic signals in London in 2018/19, which is £11,674,853.23, **(iii)** agreed that this cost was apportioned between boroughs, as shown in the attached

table at Appendix 1; and **(iv)** agreed a proposal to review the current model applied to calculate the maintenance charges going forward.

**10. Freedom Pass Update**

The Committee received a report that provided members with an update on the Freedom Pass mid-term review and 2018 renewal exercise.

The Committee: **(i)** noted the progress on the mid-term review of eligibility of Freedom passes that expired on 31 March 2020, and **(ii)** noted progress on the renewal of Freedom passes that expired on 31 March 2018.

**11. Minutes of the TEC Executive Sub Committee held on 8 February 2018 (for noting)**

The minutes of the TEC Executive Sub Committee held on 8 February 2018 were noted.

**12. Code of Practice on Civil Parking Enforcement (Part 1)**

The minutes of the TEC Main meeting held on 7 December 2017 were agreed as an accurate record.

*The Chair requested that members of the Press and Public left the meeting while the exempt part of the agenda was discussed.*

**The meeting finished at 16:35pm**