

London Councils' Transport and Environment Committee

Annual General Meeting

Thursday 13 June 2019

2.30pm in the Conference Suite, London Councils, 59½ Southwark Street, London, SE1 0AL

Labour Group: Meeting Room 4 at 1.30pm (1st Floor)

Conservative Group: Meeting Room 1 at 1.30pm (1st Floor)

Liberal Democrat Group: Meeting Room 8 at 1.30pm (4th Floor)

Contact Officer: Alan Edwards **Telephone:** 020 7934 9911
Email: alan.e@londoncouncils.gov.uk

Part One: AGM Items	
1	Apologies for Absence and Announcement of Deputies
2	Declarations of Interests*
3	Election of Chair
4	Election of Vice Chairs (To elect three vice chairs of the Committee for the Municipal Year 2019/20)
5	Membership of London Councils' Transport & Environment Committee 2019/20
6	Appointment of the TEC Executive Sub Committee for 2019/20
7	TEC Nominations to Outside Bodies for 2019/20
8	TEC AGM Minutes of 15 June 2018 (for noting – previously agreed)
9	Constitutional Matters

10	Papers for London Councils' Committee Meetings	
Part Two: Items of Business		
11	TEC Priorities for 2019/20	
12	Chair's Report	
13	Re-appointment of Environment & Traffic Adjudicators	
14	Dockless Bike Scheme Londonwide Draft Byelaw	<i>To Follow</i>
15	Flooding Investment in London	
16	New London Borough of Wandsworth Byelaws – Setting Penalty Levels	
17	Local Implementation Plans (LIPs) Funding Formula Review	
18	Safe Speeds Review for London - Update	<i>To Follow</i>
19	Direct Vision Standard for Heavy Goods Vehicles	<i>To Follow</i>
20	Freedom Pass Progress Report	
21	Royal Borough of Greenwich CCTV Enforcement Approval	<i>To Follow</i>
22	Dates of TEC and TEC Executive Sub Committee Meeting Dates for 2019/20	
23	Item Issued under the TEC Urgency Procedure: Safe Speeds for London Steering Group	
24	Minutes of the TEC Main Meeting held on 21 March 2019 (for agreeing)	
Part Three: Exclusion of the Press & Public (Exempt) TEC will be invited by the Chair to agree to the removal of the press and public since the following items of business are closed to the public pursuant to Part 5 and Schedule 12A of the Local Government Act 1972 (as amended): Paragraph 3 – Information relating to the financial and business affairs of any particular person (including the authority holding that information), it being considered that the public interest in maintaining the exemption outweighs the public interest in disclosing it.		
E1	Exempt Minutes from the TEC Main Meeting held on 21 March 2019	
E2	Taxicard Contract Update	

Declarations of Interest

* If you are present at a meeting of London Councils' or any of its associated joint committees or their sub-committees and you have a disclosable pecuniary interest* relating to any business that is or will be considered at the meeting you must not:

- participate in any discussion of the business at the meeting, or if you become aware of your disclosable pecuniary interest during the meeting, participate further in any discussion of the business, or
- participate in any vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

It is a matter for each member to decide whether they should leave the room while an item that they have an interest in is being discussed. In arriving at a decision as to whether to leave the room they may wish to have regard to their home authority's code of conduct and/or the Seven (Nolan) Principles of Public Life.

*as defined by the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

If you have any queries regarding this agenda or are unable to attend this meeting, please contact:

Alan Edwards

Governance Manager

Tel: 020 7934 9911

Email: alan.e@londoncouncils.gov.uk

TEC Declarations of Interest as at 13 June 2019

Freedom Pass Holders/60+ Oyster Cards

Cllr Wesley Harcourt (LB Hammersmith & Fulham), Cllr Hilary Gander (RB Kingston), Cllr Nick Draper (LB Merton), Cllr David Edgar (LB Tower Hamlets), Cllr Richard Field (LB Wandsworth), and Cllr Tim Mitchell (City of Westminster).

North London Waste Authority

Cllr Dean Cohen (LB Barnet), Cllr Adam Harrison (LB Camden), Cllr Kirsten Hearn (LB Haringey), Cllr Claudia Webbe (LB Islington), and Cllr Clyde Loakes (LB Waltham Forest).

Western Riverside Waste Authority

Cllr Wesley Harcourt (LB Hammersmith & Fulham), Cllr Claire Holland (LB Lambeth) and Cllr Nick Draper (LB Merton).

East London Waste Authority

Cllr Syed Ghani (LB Barking & Dagenham), Cllr Osman Dervish (LB Havering), and Cllr John Howard (LB Redbridge).

South London Waste Partnership

Cllr Stuart King (LB Croydon), Cllr Hilary Gander (RB Kingston), Cllr Nick Draper (LB Merton), and Cllr Manual Abellan (LB Sutton).

South East Waste Disposal Group

Cllr Denise Scott-McDonald (RB Greenwich).

Environmental Protection UK

Cllr Denise Scott-McDonald (RB Greenwich).

Car Club

Cllr Julian Bell (LB Ealing – Chair), Cllr Claudia Webbe (LB Islington), Cllr David Edgar (LB Tower Hamlets) and Cllr Tim Mitchell (City of Westminster).

Thames Regional Flood & Coastal Committee (RFCC)

Cllr Dean Cohen (LB Barnet), Cllr Denise Scott-McDonald (RB Greenwich), Cllr Wesley Harcourt (LB Hammersmith & Fulham), and Cllr Richard Livingstone (LB Southwark).

London Cycling Campaign

Cllr Julian Bell (LB Ealing, Chair)

London Road Safety Council (LRSC)

Cllr William Huntington-Thresher (LB Bromley), Cllr Denise Scott McDonald (RB Greenwich), Cllr Nick Draper (LB Merton), and Cllr Richard Livingstone (LB Southwark).

Dockless Bike Scheme

Cllr Julian Bell (LB Ealing – Chair), Cllr Claudia Webbe (LB Islington), and Cllr Clyde Loakes (LB Waltham Forest).

Rail Delivery Group

Cllr John Howard (LB Redbridge)

London Councils' Transport and Environment Committee

Election of TEC Vice Chairs for 2019/20

Item
No: 04

Report by: Alan Edwards **Job title:** Governance Manager
Date: 13 June 2019
Contact Officer: Alan Edwards
Telephone: 020 7934 9911 **Email:** Alan.e@londoncouncils.gov.uk

Summary: This report sets out the process for electing three Vice Chairs for the 2019/20 municipal year.

Recommendation: The Committee is recommended to:

- Elect three Vice Chairs for London Councils' Transport & Environment Committee for 2019/20.

Election of Vice-Chairs on TEC

1. The Standing Orders of London Councils state that the Committee will, at its AGM, elect the Chair, the Deputy Chair and up to three Vice Chairs of TEC. The elections should take into account the political balance on the Committee.
2. The make-up of the TEC for 2019/20 is as follows: 21 Labour members, 8 Conservative members, 3 Liberal Democrat members, the City of London and Transport for London.
3. It was agreed in 2010/11 that a Deputy Chair would no longer be elected to TEC. In line with that decision, therefore it is proposed that three Vice Chairs would be nominated – one Vice Chair from the Labour Group, one Vice Chair from the Conservative Group and one Vice Chair from the Liberal Democrat Group with one of the Vice Chairs acting as Deputy Chair on the Committee.

Recommendation:

4. The Committee is recommended to elect three Vice Chairs on TEC (one Labour, one Conservative and one Liberal Democrat)

Legal Implications for London Councils

5. There are no legal implications for London Councils.

Equalities Implications for London Councils

6. There are no specific equalities implications for London Councils.

Financial Implications for London Councils

7. There are no specific financial implications to London Councils.

Background Papers

London Councils Standing Orders, June 2015

Election of Vice Chairs, Item 6, 10/06/10, File: TEC Final 2010/11

London Councils' Transport and Environment Committee

Appointment of the Executive Sub Committee for 2019/20

Item
No: 06

Report by: Alan Edwards **Job title:** Governance Manager
Date: 13 June 2019
Contact Officer: Alan Edwards
Telephone: 020 7934 9911 **Email:** Alan.e@londoncouncils.gov.uk

Summary: This report sets out the arrangements for the Executive Sub Committee.

Recommendations: The Committee is asked to:

- Elect eleven members to serve on the TEC Executive Sub Committee for the municipal year for 2019/20 on the basis set out in the report, and the Independent from the City of London; and
- Note the procedure for taking urgent decisions as set out in paragraphs 7 to 9.

Background

1. This Committee on 13 October 2000 considered a report which set out the relationship between itself and the Executive Sub Committee.
2. The Committee agreed that all the executive functions of TEC should be delegated to the Executive Sub Committee with the exception of the following:
 - election of committee officers;
 - election of members of the sub committee;
 - agreement of budget;
 - agreement of work programme;
 - agreement of annual report;
 - appointment of adjudicators;
 - agreement of parking penalties;
 - agreement to major changes in policy for the lorry ban;
 - agreement to the annual concessionary fares scheme;
 - agreement of the draft annual policy statement for agreement with the London Councils' Leaders' Committee; and

- consideration and agreement of major transport and environmental policy issues.
3. This delegation was agreed on the basis that a committee of 34 members would find it difficult to meet sufficiently frequently to take decisions on the more executive and detailed issues that require member level decisions. The arrangement has worked well over the years and members are recommended to continue this arrangement.
 4. The TEC Main Committee as a whole, will continue the role of considering and, where necessary, confirming the actions of the Sub Committee through consideration of the minutes of the Sub Committee and calling for other actions and reports as members. All members of the Main Committee will receive the Sub Committee's agenda and will be welcome to attend the Sub Committee's meetings.

Composition of the TEC Executive Sub Committee

5. Under statute the composition of the Sub Committee must reflect the political balance of members of the Main Committee. The TEC Executive Sub Committee has hitherto been made up eleven members with the representative of the City of London specifically invited to attend meetings.
6. On the basis of the London Councils' approach to proportionality (the d'Hondt formula), after the 2018 local elections, this would give the Labour Group 7 members and the Conservative Group 3 members, and 1 Liberal Democrat member. A representative from the City of London Corporation is also invited to attend the TEC Executive Sub Committee meetings.

Last Year's Composition was as follows:

Cllr Julian Bell (Chair)	LB Ealing	Labour
Cllr Daniel Anderson	LB Enfield	Labour
Cllr Feryal Demirci	LB Hackney	Labour
Cllr Claudia Webbe	LB Islington	Labour
Cllr Zulfiqar Ali	LB Newham	Labour
Cllr Denise Scott-McDonald	RB Greenwich	Labour
Vacancy		Labour
Cllr William Huntington-Thresher	LB Bromley	Conservative
Cllr Richard Field	LB Wandsworth	Conservative
Cllr Tim Mitchell	City of Westminster	Conservative
Cllr Manuel Abellan	LB Sutton	Liberal Democrat

Christopher Hayward	City of London	Independent
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Procedure for Taking Urgent Decisions

7. The London Councils' Standing Orders allow for urgent matters that cannot wait until the next full TEC meeting to be decided by the Committee's Elected Officers. The Chair of the Committee and Group Leaders are the Committee's Elected Officers.
8. If at least two of the Elected Officers agree with the London Councils' Director of Transport and Mobility, that the matter in question is urgent and agree on the Director of Transport and Mobility's recommendation, then the decision shall be taken by the Director of Transport and Mobility in accordance with such recommendation, subject to the decision being recorded in writing, and signed by the Elected Officers agreeing the recommendation and the Director of Transport and Mobility.
9. The Elected Officers and the Director of Transport and Mobility may nominate persons to act in their absence for the purpose of this Standing Order. Any urgent decisions taken under this procedure will be reported to the next meeting of the Committee.

Equalities Considerations

10. There are no specific implications for equalities arising from this report.

Financial Considerations

11. There are no specific financial considerations arising from this report.

Background Papers

Short Title of Document	Date	File Location	Contact Officer	Exempt Info Para under Schedule 12A
London Councils' Standing Orders	June 2015	London Councils' Offices, Southwark St	Alan Edwards	N/A

London Councils' Transport and Environment Committee

Nominations to Outside Bodies 2019/20

Item No: 07

Report by:	Alan Edwards	Job title:	Governance Manager
Date:	13 June 2019		
Contact Officer:	Alan Edwards		
Telephone:	020 7934 9911	Email:	Alan.e@londoncouncils.gov.uk

Summary:

This report seeks the Committee's nominations to various outside bodies which relate to the work of the Committee for 2019/20.

All nominations to outside bodies are made by the London Councils' Leaders Committee which has delegated this function to an Appointments Panel comprising of the Executive Officers. The Appointments Panel further delegated the task to the Chief Executive of London Councils, within agreed guidelines including consultation with the chair of the relevant London Councils member body, in this case the Chairman of London Councils' Transport & Environment Committee. The list of approved nominations will then go before London Councils Executive Officers sitting as the Appointments Panel for ratification.

Recommendations

The Committee is asked to agree names to be passed on to the Chief Executive of London Councils, for appointment to outside bodies.

1. Member Level Appointments to Outside Bodies

There are several outside bodies which have member-level representation from London Councils. All nominations to outside bodies are made by the London Councils Leaders' Committee which has delegated this function to an Appointments Panel comprising the Executive Officers of London Councils. The Appointments Panel further delegated the task to the Chief Executive of London Councils, within agreed guidelines including consultation with the chair of the relevant London Councils member body, in this case the Chair of London Councils' TEC. The list of approved nominations will then go before London Councils' Executive Officers, sitting as the Appointments Panel for ratification. This report seeks the guidance of London Councils' TEC in agreeing which names are to be passed on to the Chief Executive for appointment to the bodies listed below.

2. Bodies Seeking Nominations

The following bodies have sought member nominations from London Councils in the field of transport and the environment:

(a) Heathrow Airport Consultative Committee (HACC)

The HACC is a statutory "watchdog" for Heathrow Airport which reviews all matters of interest to stakeholders in London relating to Heathrow Airport, including surface access, employment and safety and operational issues. Meetings are held at Heathrow every two months. London Councils is asked to make one nomination per year, plus one deputy.

The TEC member for 2018/19 was Councillor Steve Curran (LB Hounslow). Vacancy for Deputy will need to be filled for 2019/20 (Conservative).

The HACC have requested that TEC select a representative from a borough that is not in the general vicinity of Heathrow Airport, for 2019/20, as these boroughs are already represented on the HACC in their own right.

(b) Thames Regional Flood & Coastal Committee (Thames RFCC)

The Thames Regional Flood & Coastal Committee (Thames RFCC) was established by the Environment Agency (EA) under the Flood and Water Management Act 2010. It brings together members appointed by Lead Local Flood Authorities (LLFAs) and independent members with relevant experience to ensure there are coherent plans for identifying and managing flood risks, to ensure investment is value for money and efficient, and provide links between the EA and LLFAs

Borough membership of the Committee (7 borough members) is made through London Councils' TEC. Nominations are made on a yearly basis, and deputies for each region are required. The Thames RFCC meets quarterly. The 7 areas are listed below.

Group	Boroughs	Rationale and characteristics
West	Hillingdon, Hounslow, Ealing, Brent, Harrow, Barnet (Conservative)	Virtually all of the Brent, Crane and Pinn catchments are contained within these boroughs
South West	Richmond upon Thames, Kingston upon Thames, Sutton, Merton, Wandsworth,	All of the Hogsmill, Beverley Brook, Wandle and Graveney catchments are contained within these boroughs

	Croydon (Party to be confirmed at the TEC meeting)	
South East	Bromley, Lewisham, Greenwich, Bexley (Labour)	Virtually all of the Ravensbourne catchment is within these boroughs
North East	Havering, Barking and Dagenham, Redbridge (Labour)	These boroughs comprise the parts of the Roding, Beam and Ingrebourne catchments that flow through London
Central North	Hammersmith and Fulham, Kensington and Chelsea, City of Westminster, City, Camden, Islington (Party to be confirmed at the TEC meeting)	Most of the risks within these boroughs are from surface water flooding (or from Thames tidal flooding managed by the Environment Agency).
Central South	Lambeth, Southwark (Labour)	Most of the risks within these boroughs are from surface water flooding (or from Thames tidal flooding managed by the Environment Agency).
North	Hackney, Tower Hamlets, Haringey, Enfield, Waltham Forest, Newham (Labour)	The River Lee and its tributaries are largely within these boroughs

The representatives to the Thames RFCC for last year (2018/19) for each of the seven groups are listed below:

- North West: Cllr Peter Zinkin – LB Barnet (Conservative)
- South West: Cllr Martin Elengorn – LB Richmond (Liberal Democrat)
- South East: Cllr Denise Scott-McDonald – LB Greenwich (Labour)
- North East: Cllr Syed Ghani – LB Barking & Dagenham (Labour)
- Central North: Cllr Wesley Harecourt – LB Hammersmith & Fulham (Labour)
- Central South: Cllr Richard Livingstone - LB Southwark (Labour), and
- North: Cllr Daniel Anderson – LB Enfield (Labour)

Nominations were now being sought for the Thames RFCC for 2019/20

(c) The London Sustainable Development Commission (LSDC)

The LSDC works to develop a coherent approach to sustainable development throughout London, not only to improve the quality of life of Londoners today and for generations to come but also to reduce London's footprint on the rest of the UK and the world. Nomination is sought to ensure the views of London boroughs are represented on the Commission and the work they are undertaking, including the setting of performance indicators. Meetings take place every quarter and nominations are made on an annual basis

Councillor Claudia Webbe (LB Islington) was the TEC representative on the LSDC for 2018/19. Members are asked to nominate a new Labour TEC representative on the LSDC for 2019/20, or to re-appoint Councillor Webbe.

(d) Urban Design London (UDL)

The UDL aims to help practitioners create and maintain well-designed, good quality places. It does this through events, training, networking and online advice. Nominations take place on an annual basis. The UDL meets 3 to 4 times per year.

Daniel Moylan and Councillor Nigel Haselden (LB Lambeth) were previously nominated to this body in 2018/19 and would like to be reappointed. Nominations to the UDL to be reported at the TEC AGM meeting.

(e) London City Airport Consultative Committee (LCACC)

The London City Airport Consultative Committee (LCACC) was set up by London City Airport in 1986 as a consultative body whose membership represents users of the airport, local authorities in whose area the airport is situated or whose area is in the neighbourhood of the airport and other organisations representing local communities. Its primary function is to serve as an organised forum in which the Airport can inform its stakeholders of current issues and seek their feedback. It meets four times a year.

The membership includes representatives from the boroughs most directly affected by the Airport's operations namely Newham (three members as required by the Airport's S106 planning agreement), Tower Hamlets, Greenwich, Bexley and Barking and Dagenham. Changes by National Air Traffic Services to flight paths in the Terminal Control North area mean that residents of other boroughs are also affected by the Airport's operations, particularly those in Waltham Forest, Redbridge and Havering. In January 2010, the LCACC invited London Councils to nominate a representative from one of these boroughs to represent all three of them on the Committee. The LCACC meets four times a year and nominations are on an annual basis.

The TEC member for 2018/19 was Councillor John Howard (LB Redbridge), for a one-year period. The Committee may wish to nominate the TEC member from LB Havering, who's turn it is to represent TEC at the LCACC for 2019/20.

(f) London Waste & Recycling Board (LWARB)

The Greater London Authority (GLA) Act 2007 provided the legal framework for the establishment of a statutory Board to facilitate waste management across London – the London Waste and Recycling Board (LWARB). The objective of the Board is to promote and encourage the production of less waste, an increase in the proportion of waste that is re-used or recycled, and the use of methods which are more beneficial to the environment.

Appointments to the Board are for 4 years (renewable once) running from 12th August 2016 to 11th August 2020. The London Councils' appointments to the Board from 2016 to 2020 are:

Councillor Feryal Demirci (LB Hackney)
Councillor Bassam Mahfouz (LB Ealing)
Councillor Ian Wingfield (LB Southwark)
Councillor Guy Senior (LB Wandsworth)
Barbara Anderson (Independent)
Melville Haggard (Independent)

No new nominations are needed to LWARB until 11 August 2020.

(g) London Cycling Campaign (LCC) Policy Forum

On the request of TEC, the LCC policy Forum has included a representative from TEC since September 2012.

Members of this Forum are voted in, which is why the TEC representative is a non-voting member. The Policy Forum meets quarterly and reviews and develops LCC's policy positions and priority issues. Nominations are on an annual basis

Councillor Feryal Demirci (LB Hackney) was the TEC representative for 2018/19. Councillor Demirci is no longer the TEC member for LB Hackney so another Labour nomination will now be required

(h) The Thames & London Waterways Forum

Two existing groups, the Mayor's River Concordat and London Waterways Commission, were merged in May 2017 to centralize all river transport and waterways discussions, and bring all key stakeholders together in one forum.

The new group supports the relevant goals set out in the Mayor's Transport Strategy, London Plan and London Environment Strategy, as well as the Port of London Authority's Thames Vision, which the Mayor supports.

Councillor Denise Scott-McDonald (RB Greenwich), Councillor Nick Draper (LB Merton) and Peter Craske (LB Bexley) were the previous representatives for TEC in 2018/19. There was also one vacant Labour position on the Forum. The Committee is now asked to nominate two Labour members to the Forum and one Conservative member for 2019/20

3. Financial Implications

There are no financial implications.

4. Legal Implications

There are no legal implications.

7. Equalities Implications

There are no significant equalities implications from this report.

Background Papers:

Short Title of Document	Date	File Location	Contact Officer	Exempt Info Para under Schedule 12A
TEC AGM Mins	June 2013	London Councils/ K-Drive/ Committees/TEC /June 2013	Alan Edwards	N/A

London Councils' Transport and Environment Committee – 14 June 2018

Minutes of the London Councils' Transport and Environment Committee Annual General Meeting held on Thursday 14 June 2018 at 2:30pm in the Conference Suite, London Councils, 59½ Southwark Street, London SE1 0AL

Present:

Council	Councillor
Barking and Dagenham	Cllr Syed Ghani
Barnet	Cllr Dean Cohen
Bexley	Apologies
Brent	Apologies
Bromley	Cllr William Huntington-Thresher
Camden	Apologies
Croydon	Cllr Stuart King
Ealing	Cllr Julian Bell (Chair)
Enfield	Cllr Daniel Anderson
Greenwich	Cllr Denise Scott-McDonald
Hackney	Cllr Feryal Demirci
Hammersmith and Fulham	Cllr Wesley Harcourt
Haringey	Cllr Matt White (Deputy)
Harrow	Cllr Varsha Parmar
Havering	
Hillingdon	
Hounslow	Cllr Hanif Khan
Islington	Cllr Claudia Webbe
Kensington and Chelsea	Cllr Will Pascall
Kingston Upon Thames	Cllr Hilary Gander
Lambeth	Apologies
Lewisham	Cllr Sophie McGeever (Deputy)
Merton	Cllr Nick Draper (Deputy)
Newham	Cllr Rachel Tripp
Redbridge	Apologies
Richmond Upon Thames	Cllr Alexander Ehmann
Southwark	Cllr Richard Livingstone
Sutton	Cllr Manuel Abellan
Tower Hamlets	Cllr David Edgar
Waltham Forest	Cllr Clyde Loakes
Wandsworth	Cllr Richard Field
City of Westminster	Cllr Tim Mitchell
City of London	
Transport for London	Alex Williams

1. Apologies for Absence & Announcement of Deputies

Apologies:

Councillor Alex Sawyer (LB Bexley)
Councillor Shama Tatler (LB Brent)
Councillor Adam Harrison (LB Camden)
Councillor Kirsten Hearn (LB Haringey)
Councillor Claire Holland (LB Lambeth)
Councillor Brenda Dacres (LB Lewisham)
Councillor Martin Whelton (LB Merton)
Councillor John Howard (LB Redbridge)

Deputies:

Councillor Matt White (LB Haringey)
Councillor Sophie McGeevor (LB Lewisham)
Councillor Nick Draper (LB Merton)

2. Declaration of Interests

60+ Oyster & Freedom Pass

Cllr Wesley Harcourt (LB Hammersmith & Fulham), Cllr Hilary Gander (RB Kingston), Cllr Nick Draper (LB Merton), Cllr David Edgar (LB Tower Hamlets), and Cllr Richard Field (LB Wandsworth).

Dockless Bike Scheme

Cllr Julian Bell (LB Ealing – Chair), Cllr Daniel Anderson (LB Enfield), Cllr Feryal Demirci (LB Hackney), Cllr Claudia Webbe (LB Islington), and Cllr Clyde Loakes (LB Waltham Forest).

North London Waste Authority

Cllr Dean Cohen (LB Barnet), Cllr Daniel Anderson (LB Enfield), Cllr Claudia Webbe (LB Islington), and Cllr Clyde Loakes (LB Waltham Forest).

East London Waste Authority

Cllr Syed Ghani (LB Barking & Dagenham), and Cllr Rachel Tripp (LB Newham).

South London Waste Partnership

Cllr Stuart King (LB Croydon), Cllr Hilary Gander (RB Kingston), Cllr Nick Draper (LB Merton), and Cllr Manuel Abellan (LB Sutton).

South East Waste Disposal Group

Cllr Denise Scott-McDonald (RB Greenwich)

Western Regional Waste Authority

Cllr Wesley Harcourt (LB Hammersmith & Fulham)

Environmental Protection UK

Cllr Denise Scott-McDonald (RB Greenwich)

Thames Regional Flood & Coastal Committee

Cllr Dean Cohen (LB Barnet), and Cllr Daniel Anderson (LB Enfield)

London Waste & Recycling Board

Cllr Feryal Demirci (LB Hackney)

London Cycling Campaign

Cllr Julian Bell (LB Ealing – Chair), Cllr Feryal Demirci (LB Hackney), and Cllr Rachel Tripp (LB Newham).

Car Club

Cllr Feryal Demirci (LB Hackney), Cllr Claudia Webbe (LB Islington), Cllr David Edgar (LB Tower Hamlets), and Cllr Tim Mitchell (City of Westminster).

Dockless Bike Hire Scheme

Cllr Julian Bell (LB Ealing – Chair), Cllr Daniel Anderson (LB Enfield), Claudia Webbe (LB Islington), Cllr Rachel Tripp (LB Newham), and Cllr Clyde Loakes (LB Waltham Forest).

London Road Safety Council

Cllr William Huntington-Thresher (LB Bromley), and Cllr Denise Scott-McDonald (RB Greenwich).

3. Election of Chair of TEC for 2018/19

Councillor Loakes nominated Councillor Julian Bell (LB Ealing) to be Chair of TEC. This was seconded by Councillor Mitchell. Councillor Julian Bell was elected as Chair of TEC for 2018/19.

4. Election of TEC Vice Chairs for 2018/19

The following members were elected to be the vice chairs of TEC:

Cllr Feryal Demirci (LB Hackney – Labour Vice Chair)
Cllr Tim Mitchell (City of Westminster – Conservative Vice Chair)
Cllr Manuel Abellan (Liberal Democrat Vice Chair)

5. Membership of London Councils' Transport & Environment Committee for 2018/19 (tabled report)

It was noted that LB Enfield's main TEC representative was Councillor Daniel Anderson, and not Councillor Guney Dogan. Councillor Dogan would be a deputy for LB Enfield and this needed to be amended. It was also noted that Cllr Peter Scott was the first named deputy for LB Croydon, and this needed to be added to the TEC membership report.

Decision: The Committee noted and agreed the membership of TEC for 2018/19, subject to the above revisions being made.

6. Appointment of the TEC Executive Sub Committee 2018/19

The Committee received a report that set out the arrangements for the TEC Executive Sub Committee for 2018/19.

Decision: The following appointments to the TEC Executive Sub Committee were made:

Labour

Cllr Julian Bell (LB Ealing – Chair)

Cllr Feryal Demirci (LB Hackney)
Cllr Daniel Anderson (LB Enfield)
Cllr Claudia Webbe (LB Islington)
Cllr Rachel Tripp (LB Newham)
Cllr Denise Scott-McDonald (RB Greenwich)
Vacancy

Conservative

Cllr William Huntington-Thresher (LB Bromley)
Cllr Tim Mitchell (City of Westminster)
Cllr Richard Field (LB Wandsworth)

Liberal Democrat

Cllr Manuel Abellan (LB Sutton)

City of London

Christopher Hayward

7. Electric Vehicle Rapid Charging-Point Sub Group

The Committee received a report that set out arrangements for the Electric Vehicle Rapid Charging-Point Sub Group (EV Rapid Charging-Point Sub Group, or EVRCP). The EVRCP Terms of Reference could be found at Appendix A of the report.

The new membership of the EV Rapid Charging-Point Sub Group for the municipal year for 2018/19 was as follows:

Labour Member

Cllr Julian Bell (LB Ealing, Chair)
Cllr Feryal Demirci (LB Hackney)
Cllr Claudia Webbe (LB Islington)

Conservative Members

Cllr Tim Mitchell (City of Westminster)
Cllr William Huntington-Thresher (LB Bromley)

Liberal Democrat Member

Cllr Hilary Gander (RB Kingston upon Thames)

Decision: The Committee:

- Noted the revised membership of the EV Rapid Charging-Point Sub Group for 2018/19 (as above); and
- Noted the report and approved the EV Rapid Charging-Point Terms of Reference at Appendix A of the report

8. Nominations to Outside Bodies

The Committee received a report that sought nominations to the various outside bodies that related to the work of TEC for 2018/19.

The Committee nominated the following members to the outside bodies below:

(a) Heathrow Airport Consultative Committee (HACC)

Cllr Steve Curran (LB Hounslow)

(b) Thames Regional Flood & Coastal Committee (Thames RFCC)

West: To be confirmed

South West: Cllr Martin Elengorn (LB Richmond – Liberal Democrat)

South East: Cllr Denise Scott-McDonald (RB Greenwich – Labour)

North East: Cllr Syed Ghani (LB Barking & Dagenham – Labour)

Central North: Cllr Wesley Harcourt (LB Hammersmith & Fulham – Labour)

Central South: Cllr Richard Livingstone (LB Southwark – Labour)

North: Cllr Daniel Anderson (LB Enfield)

(c) The London Sustainable Development Commission (LSDC)

Councillor Claudia Webbe (LB Islington – Labour)

(d) Urban Design London

Cllr Nigel Haselden (LB Lambeth – Labour)

Daniel Moylan (Conservative nomination)

(e) Thames River Basin Liaison Panel (Thames LP)

No new nominations needed until 2019 (currently Cllr Sizwe James – RB Greenwich, Labour)

(f) London City Airport Consultative Committee (LCACC)

Cllr John Howard (LB Redbridge)

(g) London Waste & Recycling Board (LWARB)

Councillor Guy Senior (LB Wandsworth) to replace Councillor Page-Brown (RB Kensington & Chelsea) as he is no longer a councillor.

(h) London Cycling Campaign (LCC) Policy Forum

Cllr Feryal Demirci (LB Hackney – Labour)

(i) The Thames & London Waterways Forum

Cllr Denise Scott-McDonald (RB Greenwich – Labour)

Cllr Nick Draper (LB Merton – Labour)

Councillor Peter Craske (LB Bexley – Conservative)

Decision: The Committee:

- Agreed to pass on the above names to the Chief Executive of London Councils, for appointment to outside bodies, once they were all confirmed; and
- Agreed that Alan Edwards would write to the outside bodies to inform them of the TEC nominations.

9. TEC AGM Minutes of 15 June 2017 (for noting – previously agreed)

The Committee noted the TEC AGM minutes of the 15 June 2017, which had previously been agreed.

10. Constitutional Matters – Minor Variations to London Councils' Financial Regulations

The Committee received a report that detailed proposed variations to the London Councils' Financial Regulations. This was reported to Leaders' Committee at its AGM on 5 June 2018.

Decision: The Committee noted the changes to the London Councils' Financial Regulations which were agreed by London Councils' Leaders Committee on 5 June 2018.

London Councils' Transport and Environment Committee

Constitutional Matters

Item
No: 09

Report by: Christiane Jenkins **Job title:** Director, Corporate Governance
Date: 13 June 2019
Contact Officer: David Dent
Telephone: 020 7934 9753 **Email:** david.dent@londoncouncils.gov.uk

Summary: This report details proposed variations to the London Councils Constitutional documents, being reported to Leaders Committee at its AGM on 4 June 2019, and also the Terms of Reference for the Electric Vehicle Rapid Charging-Point Sub Group.

Recommendation: The Committee is recommended to:

- Approve the changes to the Scheme of Delegations to Officers in relation to the role of the Data Protection Officer, and note the remainder of the changes (attached as Appendix 1)
- Note the changes to the other London Councils Constitutional documents (attached at Appendix 2 – (London Councils Standing Orders) and Appendix 3 (Revised Authorised Signatories) in track change form)
- Note the Terms of Reference for the Electric Vehicle Rapid Charging-Point Sub Group (Appendix 4)

Introduction

1. London Councils Leaders' Committee will be considering a number of changes to the Constitutional documents which have been reviewed during the year, at its AGM on 4 June 2019. The changes are:

Scheme of Delegations to Officers

There are two additions:

- One which relates to the authorisation of the signing of contracts of employment, previously contained within the London Councils Financial Regulations (see paragraph 13 in Appendix 1 – attached).
- The other relates to Appendix A to the document (Page 10) changing the reference to the Data Protection Act 1998 to the General Data Protection Regulation (EU) 2016/679 and Data Protection Act 2018 and updating the persons authorised to reflect the current statutory provision. The words.... “Duty to notify the Information Commission of any changes in accordance with Section 20 of the DPA 1998” have been deleted as this is no longer a legal requirement. The addition of the words “To act as Data Protection Officer under Article 37 of GDPR” have been added, as this is a new legal requirement, and members are required to **approve** this change

There are also a small number of other recommended changes to Appendix A to the document which is within Appendix 1, to bring the document in line with current legislation and to update the list of London Councils' 'Proper Officers.'

Standing Orders

There are four proposed changes to the document, attached as Appendix 2 to this report in track changed form:

- a) Urgency (section 19)

In the last line of section 19.1, inclusion of the word '*in writing*' between the words 'agree' and 'that the matter is urgent...' in the fourth line, and the deletion of the

words '*subject to the decision being recorded in writing and signed by the Elected Officers agreeing the recommendation and of the Chief Executive.*'

b) Declarations of Interest (section 20)

In section 20.1, removal of the words "*and set out in paragraph 20.5 below*" in that the reference referred to in paragraph 20.5 had been removed in 2015.

c) Delegations of Functions (section 22)

This change should be read in conjunction with the changes under section 25 below. In 22.1 it is proposed to remove the words '*and any Forum of London Councils*' to aid clarity in understanding the difference between a 'sub- committee' and a 'Forum.' The key difference being that a London Councils sub-committee can discharge the functions delegated to it by the relevant joint committee and a Forum (sometimes described as a working party), performs an advisory or consultative role and does not discharge functions.

d) Forums of London Councils (section 25)

Some amendments to the wording of this section are proposed in conjunction with the change to section 22 above, namely:

- A change of the section title to '*Sub-Committees, Forums etc of London Councils*'
- 25.1 The replacement of existing words and addition of new wording (in italics) in this section: 'London Councils shall establish *sub committees* ~~Forums~~ to discharge the functions set out in Schedule 2 and such further *sub committees*, forums and consultative groups as it considers appropriate.'
- 25.4 The replacement of existing words and addition of new wording (in italics) in this section: 'The Chair and Deputy Chair of London Councils shall be ex-officio members of every and any *sub-committee* ~~Forum~~ but shall not be entitled to peak or vote at such meetings in that capacity.'

Financial Regulations

The Financial Regulations for London Councils have been reviewed during the year. Although the Regulations remain unchanged, there are proposed changes to three of the Financial Regulations' Appendices:

Appendix 5 – Authorised Signatories: there are several changes made to job titles and the delegated authority of the Director of Corporate Governance in relation to the signing of employment contracts, which is now included in London Councils Scheme of Delegation to Officers 2019 – this is attached at Appendix 3

Appendix 6 – Procurement Toolkit. The changes are:

- Updating of the Official Journal of the European Union (OJEU) financial thresholds: the thresholds were approved at the June 2018 AGM in respect of the Financial Regulations. The Procurement Toolkit along with all associated annexes, has now been updated to reflect the increase to the OJEU threshold of £181,302 as published in January 2018. The threshold applies to all contracting authorities, as defined by the Public Contracts Regulations 2015, including all central government departments, their Executive Agencies, Non-Departmental Public Bodies, Executive Agencies and the wider public sector;
- Addition of references to Modern Slavery Act 2015: Section 9.7 of the Procurement Toolkit has been updated to make reference to the Modern Slavery Act 2015, in particular emphasising to Procuring Managers that due consideration be taken as to whether to include Modern Slavery clauses within the contract let by London Councils as a result of each procurement activity;
- Updating of template contracts to include GDPR clauses: template contracts included at Annexe 6 of the Procurement Toolkit have been updated to include relevant clauses in relation to the General Data Protection Regulation 2018 (GDPR) and the Data Protection Act 2018 in line with the relevant Procurement Policy Note (Action Note PPN 02/18, published in May 2018);
- Building in mandatory requirements for bidders to evidence data processor contracts and data security arrangements: Annexe 18 to the Procurement Toolkit has been included to reflect the mandatory

obligations for data processor contracts, including an obligation that the processor may only process personal data on the documented instructions of the controller and that the processor must keep the personal data secure.

Examples of technical security requirements for contracts let by London Councils have been provided in the Toolkit as an indication of the types of measures that might be considered, in order to protect Personal Data. This section of the Toolkit emphasises that more, or less, measures may be appropriate depending on the subject matter of the contract, but the overall approach must be proportionate. The technical requirements must also be compliant with legislative and regulatory obligations for content and data, such as GDPR.

Appendix 9 to the Financial Regulations – Registration of Gifts and Hospitality: changes have been made to the guidance note and form for officers on when to register an offer of any gifts and hospitality.

Terms of Reference – Electric Vehicle Rapid Charging-Point Sub Group

The ToR for the above Group, which reports to TEC, is attached at Appendix 4.

2. Because of the timing of despatch of this report, should any changes to the proposed variations be made at Leaders Committee on 5 June, they will be reported verbally at this meeting.

Recommendation:

3. The Committee is recommended to:
- Approve the changes to the Scheme of Delegations to Officers in relation to the role of the Data Protection Officer, and note the remainder of the changes (attached as Appendix 1)
 - Note the changes to the other London Councils Constitutional documents (attached at Appendix 2 (London Councils Standing Orders) and Appendix 3 (Revised Authorised Signatories) in track change form)
 - Note the Terms of Reference for the Electric Vehicle Rapid Charging-Point Sub Group (Appendix 4)

Legal Implications for London Councils

The review of the Financial Regulations includes updated references to the General Data Protection Regulation and Data Protection Act 2018.

Equalities Implications for London Councils

There are no specific equalities implications for London Councils. The changes to the Procurement Toolkit which forms part of London Councils Financial Regulations bring the document in line with legislative changes.

Financial Implications for London Councils

These are outlined in the body of the report.

Appendices:

Appendix 1 – Revised Scheme of Delegations to Officers

Appendix 2 - Revised Standing Orders

Appendix 3 - Revised Authorised Signatories (Appendix 5 to London Councils Financial Regulations)

Appendix 4 – Terms of Reference for Electric Vehicle Rapid Charging-Point Sub Group

Background Documents:

- Procurement Toolkit) – track changed version (Appendix 6 to the Financial Regulations 2018) including annexes 1.1, 2, 3.1, 6.1, 6.2, 6.2A, 18 and 19.
- Appendix 9 to the Financial Regulations – Registration of Gifts and Hospitality
- London Councils Financial Regulations 2018

The Financial Regulations and all of the related appendices can be viewed on

London Councils website <https://www.londoncouncils.gov.uk/who-we-are/about-us/governance/constitutional-information>

Scheme of delegations to officers¹

~~July~~ June 2017 2019

¹ Last approved at Leaders' Committee June 2018 with no changes from 2017.

Scheme of Delegations to Officers

INTRODUCTION

London Councils² may, and only in a manner consistent with the London Councils Governing Agreements³:

- (i) delegate to officers of London Councils those of its functions as are permitted by statute to be delegated; and
- (ii) in relation to any of those functions, require that the exercise of those functions be subject to such conditions as London Councils deems fit to impose, including, where appropriate, prior consultation with the leading member on London Councils of each political party or group before taking such action.⁴

London Councils must formally resolve to delegate the exercise of one or more of their functions to officers by either:

- (i) a decision taken at a meeting of London Councils, i.e. on a case-by-case basis;
- (ii) agreeing a general scheme of delegations to officers.

This document is the general scheme of delegations to London Councils officers. It is not the intention of this document to reproduce details of functions which have been delegated to officers under the London Councils Governing Agreements⁵. This document will, however, be kept under annual review and any additional general delegations to officers which may be made by London Councils throughout the year, will be considered for inclusion in this scheme as part of that review.

As a general rule, the functions delegated to the London Councils joint committees and their sub committees reflect the purpose of the organisation in best representing the interests of the 32 London Boroughs and the City of London. Decisions about policy directions, lobbying and scope of services remain reserved to Member Committees unless specifically delegated on an issue by issue basis. The authority to manage the administrative aspects of the organisation's work has been delegated to officers within the conditions specified below to enable the effective and efficient running of the organisation.

² The reference to London Councils in this Scheme of Delegations to Officers encompasses any joint committee of elected Members (including Leaders' Committee, the London Councils Transport and Environment Committee, Grants Committee and the London Pensions CIV Sectoral Joint Committee, and any of their sub-committees authorised to take decisions).

³ The London Councils (Leaders' Committee) Governing Agreement, dated 13 December 2001 (as amended); and the London Councils Transport and Environment Committee Governing Agreement, dated 13 December 2001 (as amended).

⁴ Paragraph 22 of Schedule 6 (Standing Orders) of the London Councils (Leaders' Committee) Governing Agreement, dated 13 December 2001 (as amended); .

⁵ Op cit, footnote 3.

Section 1 - General Conditions Of Delegations To Officers

Day-to-Day Management

1. The Chief Executive and the Directors of any corporate service (and their nominated deputies) shall, in accordance with this Scheme of Delegations, have authority delegated to them for carrying out the day-to-day management of the London Councils services for which they are responsible. (Day-to-day management should include those items which have been recognised as such by past practice or by specific decision/resolution of a committee, or where the Chief Executive, in consultation with the relevant Director, agrees is ancillary to or analogous with matters accepted as being within the scope of day-to-day business exercisable by officers of London Councils). This includes authority to:
 - (a) appoint and manage staff in accordance with agreed policies and procedures, having regard to Section 2. below;
 - (b) place orders and enter into contracts for the supply of goods and services in line with the Financial Regulations and to authorise or incur any other expenditure for which provision has been made in the appropriate budget subject to limits set out in the Financial Regulations and subject to these not being in conflict with existing contracts.

Limitations

2. Any exercise of delegated powers by officers shall comply with London Councils current Financial Regulations⁶ and Standing Orders. The Financial Regulations will not form part of this scheme but must be read alongside it.
3. The Chief Executive will have the authority to extend an existing policy or procedure only if it relates to the internal administration of the organisation and when exercised subject to the conditions below.
4. The Chief Executive, the Finance Officer (Director of Corporate Resources), and any other person authorised under the Financial Regulations, will have the authority to negotiate and agree minor variations to contracts, to write off debts and to undertake all other actions authorised under the Financial Regulations
5. With the exception of policies referred to in paragraph 3, any exercise of delegated powers shall not involve a new policy or extend an existing policy of the organisation unless the Chief Executive is ~~acting under the urgency procedures as contained in the current~~ Standing Orders⁷.
6. Any delegation to the Chief Executive or the Finance Officer may be exercised by any officer authorised by the Chief Executive or the Finance Officer (as the case may be) either generally or specifically for the purpose (except where restrictions exist in employment policies which have been agreed in accordance with Section 2 below).
7. The Chief Executive will nominate the ~~Corporate~~ Director of Policy and Public Affairs to assume authority to exercise all powers delegated to him in his absence.
8. In the event of the Chief Executive being unexpectedly indisposed, authority will be granted to the Corporate Director, Policy and Public Affairs to take over as interim Chief Executive until such time as Elected Officers are able to determine what temporary or transitional arrangements will apply following such indisposition (or death).
9. The Chief Executive may exercise any delegated function in the absence of an officer to whom that authority has been specifically delegated.

⁶ Current Financial Regulations dated ~~2/6/15~~ 6/18

⁷ Current Standing orders dated ~~7/6/16~~ 11/7/17

10. All ~~delegations are without prejudice to the~~ overriding rights and powers of a London Councils' joint committee or decision-making sub-committee to exercise those functions delegated to it. Any officer may refer a matter to a London Councils joint committee or decision-making sub-committee in lieu of exercising delegated powers.
11. Subject to the foregoing conditions, and to any special conditions which may have been or may in future be applied in respect of particular matters, the Chief Executive will be expected to make such decisions and to take such action as he/she deems necessary in the interests of the efficient running of the organisation and the services provided and administered.

Section 2 - Staffing Delegations

12. The Chief Executive has been granted delegated authority, in consultation with the Corporate Management Board (CMB), to approve policies and procedures relating to human resources and corporate policies and procedures⁸ subject to the following conditions;
 - (a) any policy relating to internal organisational functions which also applies to Members will be referred to the London Councils' (Leaders) Executive Sub-Committee for approval;
 - (b) all new or amended policies relating to the internal administration of the organisation will only be approved following consultation with the Joint Consultative Committee (JCC);
 - (c) in the event that CMB and the JCC are unable to reach an agreement on the terms of a policy that policy will be referred to the London Councils' (Leaders) Executive Committee for approval;
 - (d) any delegations to officers made in accordance with these policies and procedures shall be considered, to be general delegations from the Chief Executive or the Finance Officer (as the case may be) in accordance with paragraph 6 above.
13. ~~13. In addition, the Director of Corporate Governance is authorised to sign all contracts of employment⁹, once the appropriate post approval form (PAF) has been signed - and/or in accordance with the relevant employment policies and procedures which have been agreed in accordance with paragraph 12 above.~~

Section 3 – Officers authorised for certain purposes

~~13.14.~~ In accordance with the specific statutory functions delegated to the London Councils joint committees or otherwise to allow the proper and efficient exercise of those functions in accordance with section 111 of the Local Government Act 1972, ~~officers~~ have been individually authorised to act in respect of particular matters (i.e. they are an “authorised officer” for those purposes). Where permitted under the applicable legislation these powers may be further delegated, whether specifically or generally, to another officer to act in the absence of the proper officer.

~~14.15.~~ The Chief Executive has been appointed:

- (a) to act as the “proper officer” for the purposes of the Access to Information provisions of the Local Government Act 1972 (as amended) except insofar as such powers have been specifically delegated to another officer; and

⁸ Corporate policies and procedures would include, but not be limited to, the code of conduct, health and safety and information management policies

⁹ Including secondment agreements

- (b) to be responsible for the preparation of papers for London Councils Member Body meetings, the preparation of minutes and the promulgation of decisions of such meetings.

15-16. The Chief Executive, in consultation with the Chair of the relevant sub-committee, will have the authority to amend the programme of ordinary meetings approved by the relevant joint committee for the sub-committees it appoints at its AGM in accordance with Standing Order 1.8. as required throughout the year.

16-17. The Director, Corporate Resources (Finance Officer) has been appointed to act as the proper officer for the purposes of Section 151 of the Local Government Act 1972 and section 114 of the Local Government Finance Act 1988. The officer to be responsible for the proper administration of London Councils' financial affairs and to issue a report to Members if there is or is likely to be unlawful expenditure or an unbalanced budget.

17-18. Additional delegations to named officers, some of which do not strictly apply to London Councils but which are adopted as a matter of best practice to allow the proper and efficient exercise of the functions delegated to the London Councils joint committees, in accordance with section 111 of the Local Government Act 1972, are set out in Appendix A with reference to the relevant legislative provisions.

Section 4 - Nominations of elected members to outside bodies

18-19. The Chief Executive has delegated authority to nominate elected Members to serve on outside bodies subject to:

- (a) those decision being taken in accordance with guidelines agreed by the London Councils Appointments Panel (set out at paragraph 19-20 below);
- (b) having regard to the Nolan principles, and
- (c) those decisions being reported to the next meeting of the Appointments Panel.¹⁰

19-20. Nominations will be made by the Chief Executive under paragraph 18-19 in consultation with elected Members.. In making nominations the Chief Executive will first apply the **Particular Principles** at (a) below but will also seek to ensure that nothing is done to depart from the **General Principles** at (b) below. Regard should also be had to the **General Conditions** at (c), below.

(a) Particular Principles

- (i) In cases where a single nomination is required, in first instance the relevant portfolio-holder will be considered and if that is not a suitable appointment then the Chief Executive will consult elected Members on an alternative candidate.
- (ii) In cases where an outside body requires more than a single nomination-

The first principle to be applied in such cases is any reasonable external requirement placed on London Councils in making the nomination¹¹.

The second principle to be applied, if the first principle does not obtain, is the number of nominations made from each political party shall reflect the balance of

¹⁰ In accordance with the decision of the London Councils' Executive acting in their capacity as its Appointments Panel on 29 May 2012

¹¹ For example the mechanism employed in determining the number of **nominations** for each political party made by London Councils to the London Fire and Emergency Planning Authority is set out in legislation – the Greater London Authority Act 1999. This will be determined by the application of the d'Hondt formula

the parties represented on Leaders' Committee at that time.

(b) General Principles

- (i) When the Chief Executive is applying the Particular Principles set out above they will seek to reflect any particular interest that the body to be nominated to has expressed to London Councils¹².
- (ii) The Chief Executive will also be mindful of other factors that it would be reasonable or proper for London Councils to consider, for example specialist knowledge and skills, stability of service, diversity as well as the Nolan principles set out below and the Chief Executive may, in consultation with elected Members, override the Particular Principles set out above when there is a compelling case to do so.
- (iii) All public bodies are under a duty to follow the Seven Principles of Public Life set out by the Committee for Standards in Public Life, formerly chaired by Lord Nolan (the principles are often called the "Nolan Principles"). In particular, the Chief Executive will seek to ensure that the following three Nolan principles are applied-

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.¹³

Openness

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

- (iv) The Chief Executive will give consideration to the elected Members of the City of London Corporation when making any nominations to outside bodies.

(c) General conditions

- (i) When a nominee to an outside body ceases to be an elected Member of a London local authority, London Councils will, in general, take whatever steps are necessary to remove them from that outside body.
- (ii) At a freeze date, being the date of the meeting of the London Councils' (Leaders) Executive Sub-Committee in May of each year, a report will be brought to that meeting setting out the total number of nominations made to outside bodies for each of the political parties with a calculation of how this reflects the agreed principles (above) for nominations, and the variation from the balance of the parties on Leaders' Committee. That report may also contain recommendations to rectify any variations that may exist.

Section 5 – Appointments to Young People's Education and Skills Board (YPES Board)

20-21. The YPES Board is a Forum (or sub-committee) of London Councils Leaders' Committee

¹² For example outside bodies occasionally ask for cross-party appointments

¹³ Members will be expected to regularly attend meetings of the bodies they are appointed to and may be accountable to and from, London Councils for their actions in that capacity.

which operates under a constitution (terms of reference) approved by Leaders' Committee in accordance with Standing Orders. Leaders' Committee has the power to approve the appointment of representatives to the YPES Board upon their nomination by those organisations who are members of the Board. On behalf of Leader' Committee, the Chief Executive will have delegated authority from Leaders' Committee to approve appointments to casual vacancies of the YPES Board.

Appendix A

PERSONS AUTHORISED BY LONDON COUNCILS TO EXERCISE POWERS

CONSISTENT WITH FUNCTIONS OF THE PARTICIPATING LOCAL AUTHORITIES

PART A

The following statutory provisions give powers to duly authorised Proper Officers/Authorised Persons in most local authorities in London. Some of these functions have been expressly delegated by the 33 London local authorities to the London Councils joint committees, some have not and are instead captured within the general delegations to the joint committee.

The following table sets out the persons authorised for the functions identified. This list includes delegations to named officers, some of which do not strictly apply to London Councils' joint committees but which are followed as a matter of best practice in accordance with the exercise of the functions expressly delegated to the joint committees.

Authorised Persons should nominate, in writing, an appropriate deputy to carry out any statutory duties during planned absences. Officers should also ensure arrangements are in place to authorise another officer in the event of unplanned absence. These may vary according to the nature of the responsibility but will be approved by the Corporate Management Board.

	STATUTORY PROVISION	PERSONS AUTHORISED
LOCAL GOVERNMENT ACT 1972		
1	Section 84 – The officer to whom written notice of resignation of elected office shall be delivered	Chief Executive
2	Section 96 – The officer to whom general notices and recording of disclosures of interests under Section 94 should be given	Director –of Corporate Governance
3	Section 99 + Schedule 12 - To give notice and send summonses in respect of any London Councils committee meeting	Chief Executive
4	Section 100 - To give public notice of any meeting to which the public are entitled to attend, provide copies of agenda and facilities for the press	Chief Executive
5	Section 100B (2) – The officer to exclude from committees or sub Committees meeting agendas any information to be dealt with in a meeting from which the public are likely to be excluded	Director of Corporate Governance
6	Section 100B (7)(c) – The officer to supply to any newspaper copies of documents supplied to Members of committees or sub-committees in connection with an item for consideration at their meetings	Director of Corporate Governance
7	Section 100C (2) – The officer to prepare a written summary of proceedings of committees or sub-committees from which the public were excluded	Director of Corporate Governance
8	Section 100D (1)(a) – The officer to prepare a list of background papers for reports considered by committees or sub-committees	Director of Corporate Governance
9	Section 100D (5) – The officer to determine which documents constitute background papers; and under Section 100H –to be responsible for charging for copies of those documents	Director of Corporate Governance

	STATUTORY PROVISION	PERSONS AUTHORISED
10	Section 100F (2) – The officer to decide which documents are not, by virtue of containing exempt information, required to be open to inspection	Director of Corporate Governance
11	Section 100G - To maintain a register of the names and addresses of Elected Members and membership of committees, lists of delegations and the like	Director of Corporate Governance
12	Section 115 – The officer to whom money properly due from officers shall be paid	Finance Officer (Director of Corporate Resources)
13	Section 151 (and section 114 of the Local Government Finance Act 1988) – The officer to be responsible for the proper administration of the London Councils' financial affairs (and to issue a report to elected Members if there is or is likely to be unlawful expenditure or an unbalanced budget)	Finance Officer (Director of Corporate Resources)
14	Section 223 - Authorising officers to attend court and appear on behalf of London Councils under Local Government Act 1972 and the County Courts Act 1984	Chief Executive and all Directors
15	Section 225 (1) – The officer to receive and retain statutory documents on behalf of London Councils	Chief Executive
16	Section 229 (5) – The officer to certify photographic copies of documents	Chief Executive
17	Section 233 – The officer to receive documents required to be served on London Councils	Chief Executive
18	Section 234 (1) & (2) – The officer to authenticate documents on behalf of London Councils	Chief Executive
19	Schedule 12 [paragraphs 4(1)(a) & 4(3)] – The officer responsible for issuing summons to meetings at which business is proposed	Chief Executive
20	Schedule 14 [paragraph 25(7)] – The officer responsible for the certification of true copies of resolutions	Chief Executive
LOCAL GOVERNMENT ACT 1974		
21	Section 30(5) - Notice of Local Government Ombudsman's Report	Chief Executive
LOCAL GOVERNMENT FINANCE ACT 1988		
22	Section 116 - Notification to London Councils' auditor of any meeting to be held under Section 15 of the 1988 Act (meeting to consider any report of the Finance Office under Section 114)	Finance Officer (Director of Corporate Resources)
23	Section 139A - Provision of information to the Secretary of State in relation to the exercise of his powers under this Act as and when required	Finance Officer (Director of Corporate Resources)
LOCAL GOVERNMENT AND HOUSING ACT 1989		
24	Section 2 – The officer to hold on deposit the list of politically restricted posts and Section 2 - provision of certificates as to whether a post is politically restricted	Director of Corporate Governance
25	Section 4 – The officer to be designated Head of Paid Service	Chief Executive
26	Sections 15 – 17 (and regulations made thereunder) – The officer to receive notices relating to the membership of political groups	Chief Executive

	STATUTORY PROVISION	PERSONS AUTHORISED
CIVIL EVIDENCE ACT 1995		
27	To certify Council records for the purposes of admitting the document in evidence in civil proceedings.	Any member of the Corporate Management Board
LOCAL GOVERNMENT (CONTRACTS) ACT 1997		
28	Certification of relevant powers to enter into contracts	Chief Executive and Director of Corporate Resources
<u>GENERAL DATA PROTECTION REGULATION (EU) 2016/679</u> PROVISIONS and DATA PROTECTION ACT 1998 <u>2018</u>		
29	Duty to notify the Information Commission of any changes in accordance with Section 20 of the DPA 1998 <u>appoint To act as Data Protection Officer under Article 37 of GDPR.</u>	Director of Corporate Governance Manager <u>Director of Corporate Governance</u>
TRAFFIC MANAGEMENT ACT 2004 and CIVIL ENFORCEMENT OF PARKING CONTRAVENTIONS (England) REPRESENTATIONS AND APPEALS REGULATIONS 2007		
30	Section 81(4)(a) requires enforcement authorities to provide administrative staff for adjudicators. The Schedule to the Civil Enforcement of Parking Contraventions (England) Representations and Appeals Regulations 2007 provides that one of the members of the administrative staff required by section 81 shall be appointed to perform the functions of proper officer as set	Head of Support Services – London Tribunals
LOCAL GOVERNMENT ACT 2003		
31	Requirement to report to London Councils annually on the robustness of estimates and financial reserves	Finance Officer (Director of Corporate Resources)
MONEY LAUNDERING REGULATIONS 2003 - PROCEEDS OF CRIME ACT 2002		
32	Money Laundering Reporting Officer for the purposes of receiving disclosure on suspicions of money laundering and reporting as necessary	Finance Officer (Director of Corporate Resources)
LOCALISM ACT 2011		
33	Section 2 - The officer to grant a dispensation for a Member to take part in any discussion and vote on a matter in which they have a disclosable pecuniary interest, in some circumstances.	Chief Executive
OTHER MISCELLANEOUS PROPER OFFICER FUNCTIONS		

34	Any other miscellaneous proper or statutory officer functions not otherwise specifically delegated by the Authority	Chief Executive or his/her delegate
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PART B

All London Councils officers shall have regard to the following insofar as is relevant within their job description and for the effective performance of their duties and responsibilities.

B1	Audit	To comply with any powers and duties contained in directions made by the Audit Commission, or any other body which may be responsible for audit of the exercise of London Councils functions, -including publication of performance standards and provision of information.
B2	Disabled Persons	Make provision for the supply of services and admission to public buildings and premises for those who are disabled, ensure proper signage and make appropriate adjustments for staff and service users.
B3	Criminal Proceedings	Have regard to London Council's protocol in relation to the bringing of proceedings when deciding whether a person should be charged with any offence.
B4	Best Value	To have regard to London Councils' Best Value duties when providing services and to keep under review the provision of all services to ensure Best Value.
B5	Equalities	Ensure that London Council's functions are carried out to eliminate discrimination and promote equality of opportunity and good relations and carry out appropriate equalities impact assessments of service delivery, policies and strategies and any changes.
B6	Identity Checks	To comply with any powers or duties contained in any Regulations or statutory provisions with regard to the necessity to check identification before the provision of public services.
B7	Proceeds of Crime and Money Laundering	To notify the Council's Money Laundering Officer (Finance Officer (Director of Corporate Resources)) of any matter where proceeds from crime maybe used to fund an acquisition, benefit, agreement or services from the Council or where there is a suspicion that same are may be harbouring the proceeds of crime.
B8	Human Rights	To notify the Finance Officer of any matter where proceeds from crime maybe used to fund an acquisition, benefit, agreement or services from London Councils or where there is a suspicion that someone maybe harbouring the proceeds of crime.

Standing orders

~~July 2017~~ June 2019

London Councils STANDING ORDERS¹

INTRODUCTION

These are the Standing Orders and rules of debate and procedure for the conduct of meetings of the London Councils joint committees. The Standing Orders apply to the London Councils' Leaders' Committee and, wherever appropriate, to the associated joint committees (the Grants Committee and London Councils Transport and Environment Committee), any sectoral joint committees, and any sub-committees (sometimes referred to as 'Panels') and forums of London Councils; and any reference to 'London Councils' is a collective reference to all of them. The Standing Orders have been drawn up having regard to Government best practice, guidance and statutory requirements.

In the event of any conflict between the provisions of the Standing Orders and the provisions of the Leaders' Committee Governing Agreement (which includes the London Grants Scheme) or the London Councils Transport and Environment Committee (LCTEC) Governing Agreement, the relevant provision of the Leaders' Committee Governing Agreement or the LCTEC Governing Agreement shall prevail.

Revised ~~7 June 2016~~ 4 June 2019

¹ Also known as Schedule 6 of London Councils Agreement, -2001

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1. MEETINGS

Generally

- 1.1 Leaders' Committee, its associated joint committees (the Grants Committee and the Transport and Environment Committee (TEC)) and any sectoral joint committees shall each hold a minimum of 2 meetings² each year, one of which shall be an annual general meeting.
- 1.2 Subject to 1.1 above, meetings of London Councils shall be called, and the procedure to be adopted at such meetings shall be determined in accordance with the provisions of these Standing Orders.
- 1.3 Any member London Local Authority may give written notice of an item to be placed on the Agenda for any meeting. All notices of items for agendas and reports for circulation with agenda must be received by the Chief Executive not less than ten working days prior to the meeting to which the agenda relates.
- 1.4 Each London Local Authority subscribing to Leaders' Committee, its associated joint committees, and any sectoral joint committee, shall be entitled to receive from the Chief Executive sufficient copies of the Agenda, papers and minutes of the proceedings of the meetings of the joint committees and any Forums and sub-committees thereof.
- 1.5 Deputations shall be entitled, upon prior notification being given to the Chief Executive and at the discretion of the Chair, to attend and address the meeting for not more than ten minutes and to answer questions from members for a further ten minutes.

Calling Meetings

- 1.6 Meetings may be called by:
 - (i) Leaders' Committee, or the associated joint committee or sectoral joint committee by resolution;
 - (ii) the Chair of the relevant joint committee;
 - (iii) a requisition signed by not less than one third of the representatives, delivered to the Chief Executive at least ten working days before the date mentioned in the requisition.

² Any reference to meetings relates to formal, decision making meetings rather than 'for information' meetings

Business

- 1.7 The Summons to any such meeting shall set out the business to be transacted thereat, and no business other than that set out in the summons shall be considered at the meeting unless by reason of special circumstances, which shall be specified in the minutes, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency.

Annual Meetings of Leaders' Committee and associated joint committees and sectoral joint committees

Timing and Business

- 1.8 Leaders' Committee, each associated joint committee and each sectoral joint committee shall hold an Annual General Meeting (AGM) before the end of July of each year.

The relevant joint committee will at its AGM:

- (i) appoint a Chair and up to three Vice Chairs;
- (ii) approve the minutes of the last meeting of that joint committee;
- (iii) receive the minutes of the last Annual General Meeting;
- (iv) receive any announcements from the Chair and/or Head of Paid Service;
- (v) appoint such sub committees and forums as considered appropriate to deal with matters which are not otherwise reserved to London Councils, LCTEC, Grants Committee or any sectoral joint committee;
- (vi) decide the size and terms of reference for those sub committees and forums;
- (vii) decide the allocation of seats [and substitutes] to political groups² in accordance with the political balance rules, unless the terms of reference (or constitution) of a sub-committee or forum makes specific provision for the make up of its membership;

² Whilst not specifically bound by the legislation that governs this issue in borough councils, London Councils has operated on a similar basis to boroughs in recognising a party group as being one with two or more members which declare themselves as a group with a Leader. In the context of London Councils, members are the members of Leaders' Committee. No other metric - for example the overall proportion of London councillors – is used in determining proportionality among the groups. Current practice is that party groups are able to offer seats to other elected representatives but are under no obligation to do so.

- (viii) approve a programme of ordinary meetings for the joint committee, sub committee or forum for the year;
- (ix) consider any business set out in the notice convening the meeting.

1.9 London Councils Leaders' Committee will also:

- (i) appoint a Deputy Chair;
- (ii) agree the scheme of delegation to officers;
- (iii) receive nominations of Councillors appointed to Committees by the participating London Local Authorities.

1.10 Transport and Environment Committee will also:

- (i) receive a report recommending nominations to outside bodies.

1.11 Grants Committee will also:

- (i) approve any delegations to sub-committees or Officers in relation to the management of the London Grants Scheme.

Ordinary meetings

1.12 Ordinary meetings of Leaders' Committee, the associated joint committees, and any sectoral joint committee, will take place in accordance with a programme decided at the relevant AGM. Ordinary meetings will:

- (i) elect a person to preside if the Chair, Deputy Chair, or Vice Chairs are not present;
- (ii) approve as a correct record and sign the minutes of the last meeting;
- (iii) receive any declarations of interest from members;
- (iv) receive any announcements from the Chair or the Chief Executive;
- (v) receive questions from, and provide answers to, the public in relation to matters which in the opinion of the person presiding at the meeting are relevant to the business of the meeting and the submission of which have complied with Standing Order 8;

- (vi) deal with any business from the last meeting;
- (vii) receive and consider reports/presentations from the London Councils sub-committees, forums and associated joint committees and receive questions and answers on any of those reports;
- (viii) receive nominations and make appointments to fill vacancies arising in respect of any sub-committee, forum or outside body for which the joint committee is responsible;
- (ix) receive and consider minutes of meetings, any sub committees and forums which have taken place since the joint committee last met.
- (x) consider motions; and
- (xi) consider any other business specified in the summons to the meeting.

1.13 The order of business of any associated committee shall be as shall be determined by the joint committee.

1.14 The Chair may at his/her discretion alter the order in which business is taken.

1.15 Leaders' Committee will also receive and consider minutes of meetings, of associated joint committees, any sectoral joint committee, and their sub committees as necessary and relevant to the operation and governance of London Councils.

2. MEMBERSHIP

- 2.1 Each London Local Authority, that is the 32 London boroughs and the Common Council of the City of London, shall appoint its Leader as its representative to London Councils Leaders' Committee.
- 2.2 Each London Local Authority, that is the 32 London boroughs and the Common Council of the City of London, shall make an appropriate appointment to London Councils Transport and Environment Committee.
- 2.3 Each London Local Authority, that is the 32 London boroughs and the Common Council of the City of London, shall make an appropriate nomination to London Councils Grants Committee. Any nominations to Grants Committee must be a Cabinet Member or have appropriate delegated authority from their council.

- 2.4 Each London Local Authority that subscribes to a sectoral joint committee shall make an appropriate nomination to that sectoral joint committee, ensuring that nominees have the appropriate delegated authority.
- 2.5 The Chairs of each of the associated joint committees, any sectoral joint committee, any Forums or any sub-committees of Leaders' Committee shall also be entitled to sit ex officio (but not to vote in such capacity) on Leaders' Committee.
- 2.6 Any Lead Member appointed in respect of any issue by any of the London Councils joint committees shall be entitled to sit ex officio (but not to vote in such capacity) on Leaders' Committee.
- 2.7 London Councils may admit to membership such representatives of such other bodies as it considers appropriate or is required as the result of any legislation to admit from time to time on such terms as shall be agreed with such other bodies. Such representatives shall be entitled to sit ex officio but not to vote in such capacity.
- 2.8 The Chief Executive of each of the London Local Authorities or his/her nominated representative shall be entitled to attend as an observer but not to speak or vote at any meeting.

Deputy Representatives

- 2.9 If the appointed representative of a London Local Authority is unable to be present at a meeting of Leaders' Committee, an associated joint committee or sectoral joint committees, that member authority may be represented by a deputy who shall be duly appointed for the purpose. A deputy attending a meeting shall declare him/herself as such but shall otherwise be entitled to speak and vote as if he/she were a member of that London Councils committee.

Elected Officers

- 2.10 The following shall be the Elected Officers of Leaders' Committee:
- (i) Chair
 - (ii) Deputy Chair
 - (iii) Vice Chairs
- 2.11 The following shall be the Elected Officers of the Transport and Environment Committee:

- (i) Chair
- (ii) Vice Chairs

2.12 The following shall be the Elected Officers of the Grants Committee:

- (i) Chair
- (ii) Vice Chairs

2.13 The following shall be the Elected Officers of any sectoral joint committee:

- (i) Chair
- (ii) Vice Chairs

2.14 The following shall be the Elected Officers of any sub-committee appointed by Leaders' Committee, associated joint committees or sectoral joint committees:

- (i) Chair
- (ii) Vice Chair/Deputy/s

2.15 The overall balance of which shall be such as to ensure proportional representation of party political groupings on London Councils.

2.16 In a year in which there are council elections, the elected officers of London Councils and all its member bodies shall cease to hold office on the day of the council elections and shall cease to be remunerated save that Leaders' Committee may, by agreement, decide to remunerate members for activity in pursuance of the discharge of the business of London Councils under SO 19.2. Notwithstanding, the outgoing Chair shall be able to preside at the subsequent AGM until a new Chair is elected.

3 TIME AND PLACE OF MEETINGS

3.1 The date, time and place of meetings will be determined by the Chief Executive and notified in the summons.

4 NOTICE OF AND SUMMONS TO MEETINGS

4.1 The Chief Executive will give notice to the public of the time and place of any meeting in accordance with the Access to Information Rules

4.2 The Chief Executive shall, not less than five clear working days before the intended meetings of Leaders' Committee and any associated joint committee or sectoral joint committee,

circulate a notice thereof to each representative and deputy representative and the Town Clerk/Chief Executive or the nominated officer of every London Local Authority subscribing to Leaders' Committee, the associated committees or sectoral joint committee. The notice will give the date, time and place of each meeting and specify the business to be transacted, and will be accompanied by such reports as are available. Where the recipient has given consent for the summons to attend the meeting to be transmitted in electronic form to a particular electronic address (and consent has not been withdrawn), the summons may be sent in electronic form to that address.

- 4.3 Provided that the failure of any such notice to be delivered shall not affect the validity of the meeting or of the business transacted thereat. Provided also that at times it may be necessary to circulate reports in a second despatch or to circulate them at the meeting.

5 CHAIR OF MEETING

- 5.1 At every meeting the Chair if present shall preside. If the Chair is absent the Deputy Chair if present, shall preside. If both the Chair and the Deputy Chair are absent a Vice Chair if present, shall preside. If neither the Chair, Deputy Chair or a Vice Chair is present the meeting shall elect a chair from one of its members.
- 5.2 For the purposes of these Standing Orders references to the Chair, in the context of the conduct of business at meetings, shall mean the person presiding under this Standing Order.
- 5.3 The person presiding at the meeting may exercise any power or duty of the Chair. Where these rules apply to sub-committee or forum meetings, references to the Chair also include the chair of sub-committees or forums.

6 QUORUM

- 6.1 The quorum shall be one third of, or the number nearest to one third, but not less than three Members (except for the quorum for Audit Committee, which because of both its size and the nature of its business is a special case and therefore is only two) entitled to be present at Leaders' Committee, and any associated joint committees, sectoral joint committees or sub committees of London Councils.
- 6.2 If within half an hour of the time appointed for the meeting to commence, a quorum is not present, the meeting shall be dissolved.

- 6.3 Remaining business will be considered at a time and date fixed by the Chair. If he/she does not fix a date, the remaining business will be considered at the next ordinary meeting.
- 6.4 If, during the meeting, the person presiding, after causing the number of members present to be counted, declares that there is not a quorum present, the meeting shall stand adjourned for fifteen minutes. If, after fifteen minutes there is still no quorum present, the meeting shall be brought to an end and all business not completed before the meeting has been brought to an end shall be postponed to the next meeting, whether ordinary or extraordinary.
- 6.5 If during the meeting any member absents themselves permanently making the meeting inquorate, the meeting will stand adjourned.

7 DURATION OF MEETING

- 7.1 Subject to Standing Order 27 (suspension of Standing Orders) if, after two and a half hours after the time appointed for the start of the meeting, the business on the agenda has not been completed, subject to a contrary resolution the meeting of London Councils or any associated committee or sectoral joint committee shall automatically adjourn and any debate then proceeding shall be suspended and all business unfinished shall stand adjourned to the next meeting.

8 DEPUTATIONS

- 8.1 Deputations shall be entitled, upon prior notification being given to the Chief Executive and at the discretion of the Chair, to attend and address meetings of London Councils for not more than ten minutes and to answer questions from members of London Councils for a further ten minutes.

9 MOTIONS ON NOTICE

Notice

- 9.1 Except for motions which can be moved without notice under Standing Order 10 or consideration of any matters of urgency brought forward by leave of the Chair, written notice of every motion, signed by at least 5 members, must be delivered to the Chief Executive not later than 10 clear days before the date of the meeting and clear days are deemed to exclude the day of delivery, the day of the meeting and any Sunday. These will be open to public inspection.

Motions set out in agenda

- 9.2 Motions for which notice has been given will be listed on the agenda in the order in which notice was received, unless the member giving notice states, in writing, that they propose to move it to a later meeting or withdraw it.

Scope

- 9.3 Motions must be about matters for which London Councils has a responsibility.

10 MOTIONS WITHOUT NOTICE

- 10.1 The following motions may be moved without notice:

- (i) to appoint a chair of the meeting at which the motion is moved;
- (ii) in relation to the accuracy of the minutes;
- (iii) to change the order of business in the agenda;
- (iv) to refer something to an appropriate body or individual;
- (v) to appoint a sub committee or member arising from an item on the summons for the meeting;
- (vi) to receive reports or adoption of recommendations of committees or sub committees or officers and any resolutions following from them;
- (vii) to withdraw a motion;
- (viii) to amend a motion;
- (ix) to proceed to the next business;
- (x) that the question be now put;
- (xi) to adjourn a debate;

- (xii) to adjourn a meeting;
- (xiii) that the meeting continue beyond two and a half hours in duration;
- (xiv) to suspend a particular Standing Order;
- (xv) to exclude the public and press in accordance with the Access to Information Rules;
- (xvi) to not hear further a member named under Standing Order 17.1 or to exclude them from the meeting under Standing Order 17.2; and
- (xvii) to give the consent of London Councils where its consent is required by this Agreement.

11 RULES OF DEBATE

Speakers to Address the Chair

- 11.1 All speakers shall address the Chair. All members shall preserve order whilst the speaker is speaking. A speaker shall give way if the Chair rises.

No discussion until motion seconded

- 11.2 A motion or amendment shall not be discussed until it has been proposed and seconded.

Right to require motion in writing

- 11.3 Unless notice of the motion has already been given, the Chair may require it to be written down and handed to him/her before it is discussed.

Mover and seconder's speech

- 11.4 The mover and seconder of a motion shall be deemed to have spoken thereon. When seconding a motion or amendment, a member may reserve their speech until later in the debate.

Content and length of speeches

- 11.5 Speeches must be directed to the question under discussion or to a personal explanation or point of order. The mover of a motion shall be allowed 5 minutes and the seconder and succeeding speakers 3 minutes each. The time limit for speakers may be extended by an affirmative vote of the members.

When a member may speak again

- 11.6 A member who has spoken on a motion may not speak again whilst it is the subject of debate, except:

- (i) to speak once on an amendment moved by another member;
- (ii) to move a further amendment if the motion has been amended since he/she last spoke;
- (iii) if his/her first speech was on an amendment moved by another member, to speak on the main issue (whether or not the amendment on which he/she spoke was carried);
- (iv) by the mover of an original motion in exercise of a right of reply, and this shall close the discussion.

Amendments to motions

- 11.7 An amendment to a motion must be relevant to the motion and will either be:

- (i) to refer the matter to an appropriate body or individual for consideration or reconsideration;
- (ii) to leave out words;
- (iii) to leave out words and insert or add others; or
- (iv) to insert or add words;

as long as the effect of (ii) to (iv) is not to negate the motion.

- 11.8 Only one amendment may be moved and discussed at any one time. No further amendment may be moved until the amendment under discussion has been disposed of.

- 11.9 If an amendment is not carried, other amendments to the original motion may be moved.
- 11.10 If an amendment is carried, the motion as amended takes the place of the original motion. This becomes the substantive motion to which any further amendments are moved.
- 11.11 After an amendment has been carried, the Chair will read out the amended motion before accepting any further amendments, or if there are none, put it to the vote.

Alteration of motion

- 11.12 A member may alter a motion of which he/she has given notice with the consent of the meeting. The meeting's consent will be signified without discussion.
- 11.13 A member may alter a motion which he/she has moved without notice with the consent of both the meeting and the seconder. The meeting's consent will be signified without discussion.
- 11.14 Only alterations which could be made as an amendment may be made.

Withdrawal of motion

- 11.15 A member may withdraw a motion which he/she has moved with the consent of both the meeting and the seconder. The meeting's consent will be signified without discussion. No member may speak on the motion after the mover has asked permission to withdraw it unless permission is refused.

Right of reply

- 11.16 The mover of any original motion, but not of any amendment, may reply to the discussion for a period of not more than 3 minutes without introducing new material and this shall close the discussion.
- 11.17 If an amendment is moved, the mover of the original motion has the right of reply at the close of the debate on the amendment, but may not otherwise speak on it.
- 11.18 The mover of the amendment has no right of reply to the debate on his or her amendment.

Motions which may be moved during debate

11.19 When a motion is under debate, no other motion may be moved except the following procedural motions:

- (i) to withdraw a motion;
- (ii) to amend a motion;
- (iii) to proceed to the next business;
- (iv) that the question be now put;
- (v) to adjourn a debate;
- (vi) to adjourn a meeting;
- (vii) that the meeting continue beyond two and a half hours in duration;
- (viii) to exclude the public and press in accordance with the Access to Information Rules; and
- (ix) to not hear further a member named under Standing Order 17.1 or to exclude them from the meeting under Standing Order 17.2.

Closure motions

11.20 A member may move, without comment, the following motions at the end of a speech of another member:

- (i) to proceed to the next business;
- (ii) that the question be now put;
- (iii) to adjourn a debate; or
- (iv) to adjourn a meeting.

- 11.21 If a motion to proceed to next business is seconded and the Chair thinks the item has been sufficiently discussed, he or she will give the mover of the original motion a right of reply and then put the procedural motion to the vote.
- 11.22 If a motion that the question be now put is seconded and the Chair thinks the item has been sufficiently discussed, he/she will put the procedural motion to the vote. If it is passed he/she will give the mover of the original motion a right of reply before putting his/her motion to the vote.
- 11.23 If a motion to adjourn the debate or to adjourn the meeting is seconded and the Chair thinks the item has not been sufficiently discussed and cannot reasonably be so discussed on that occasion, he/she will put the procedural motion to the vote without giving the mover of the original motion the right of reply.

Point of order

- 11.24 A member may raise a point of order at any time. The Chair will hear them immediately. A point of order may only relate to an alleged breach of these Standing Orders or the law. The member must indicate the rule or law and the way in which he/she considers it has been broken. The ruling of the Chair on the matter will be final.
- 11.25 A speaker may give way to a point of information, and must give way to a point of order if it is accepted by the Chair.

Personal explanation

- 11.26 A member may make a personal explanation at any time. A personal explanation may only relate to some material part of an earlier speech by the member which may appear to have been misunderstood in the present debate. The ruling of the Chair on the admissibility of a personal explanation will be final.

Ruling of Chair

- 11.27 The Chair shall decide all questions of order and his/her ruling upon such questions or upon matters arising in debate shall be final and shall not be open to discussion.

12 PREVIOUS DECISIONS AND MOTIONS

Motion to rescind a previous decision

- 12.1 A motion or amendment to rescind a decision made at a meeting of London Councils within the past six months cannot be moved unless the notice of motion is signed by at least 5 members.

Motion similar to one previously rejected

- 12.2 A motion or amendment in similar terms to one that has been rejected at a meeting in the past six months cannot be moved unless the notice of motion or amendment is signed by at least 5 members. Once the motion or amendment is dealt with, no one can propose a similar motion or amendment for six months.

13 VOTING

- 13.1 One representative from each London Local Authority subscribing to Leaders' Committee and its associated joint committees or sectoral joint committees shall be entitled to vote on behalf of his/her authority in each meeting of Leaders' Committee, either associated joint committee or sectoral joint committees.
- 13.2 Subject to Clause 11.1, 12.1 of the Leaders' Committee Governing Agreement and Standing Order 21.1, and any provisions of this Agreement or the LCTEC Governing Agreement requiring unanimity, questions arising at any meeting of London Councils shall be determined by a show of hands and shall be decided by a simple majority of votes.
- 13.3 At Transport and Environment Committee representatives from Transport for London or any London local authority, shall only be entitled to speak or vote or receive papers in respect of functions which they have delegated to the Transport and Environment Committee and shall not be counted as part of the quorum except in respect of those functions.

Equality of votes

- 13.4 In the case of an equality of votes at the annual meeting and on motions to suspend or amend the Standing Orders under Standing Order 27 at ordinary meetings, each of the party Group Leaders shall have second or casting votes.
- 13.5 Subject to 13.4 above, in the case of an equality of votes at ordinary meetings of London Councils, the Chair shall have a second or casting vote to be exercised in accordance with

13.6 below.

- 13.6 Where the Chair exercises a casting vote under Standing Order 13.5 above it will be used only for one or more of the following purposes:
- (i) to permit further discussion of an issue;
 - (ii) to maintain the status quo;
 - (iii) to ensure that London Councils meets any legal obligations or any requirements of the London Councils Agreement or London Councils' Standing Orders.
- 13.7 On the requisition of any representative made before any vote is taken on a motion or an amendment, and supported by five representatives, the voting shall be recorded so as to show how each representative present and voting voted. The name of any representative present and not voting shall also be recorded.
- 13.8 Where any member requests it immediately after the vote is taken, their vote will be so recorded in the minutes to show whether they voted for or against the motion or abstained from voting.

Voting on appointments to London Councils Committees

- 13.9 If there are more than two people nominated for any position to be filled and there is not a clear majority of votes in favour of one person, then the name of the person with the least number of votes will be taken off the list and a new vote taken. The process will continue until there is a majority of votes for one person.

14 MINUTES

Agreeing the minutes

- 14.1 The Chair will move that the minutes of the previous meeting be agreed as a correct record.
- 14.2 Where in relation to any meeting, the next meeting for the purpose of agreeing the minutes is a meeting called under paragraph 3 of schedule 12 to the Local Government Act 1972 (an Extraordinary Meeting), then the next following meeting (being a meeting called otherwise than under that paragraph) will be treated as a suitable meeting for the purposes of paragraph 41(1) and (2) of schedule 12 relating to agreeing of minutes.

Form of minutes

- 14.3 Minutes will contain all motions and amendments in the exact form and order the Chair put them.

15 RECORD OF ATTENDANCE

- 15.1 At every meeting, the Clerk to the Meeting will record the attendance of each representative of a member authority and all other representatives present in accordance with Standing Order 2 (Membership).

16 EXCLUSION OF PUBLIC

- 16.1 Members of the public and press may only be excluded either in accordance with the Access to Information Rules or Standing Order 18.

17 MEMBERS' CONDUCT

Member not to be heard further

- 17.1 If a member persistently disregards the ruling of the Chair by behaving improperly or offensively or deliberately obstructs business, the Chair may move that the member be not heard further. If seconded, the motion will be voted on without discussion.

Member to leave the meeting

- 17.2 If the member continues to behave improperly after such a motion is carried, the Chair may move that either the member leaves the meeting or that the meeting is adjourned for a specified period. If seconded, the motion will be voted on without discussion.

General disturbance

- 17.3 If there is a general disturbance making orderly business impossible, the Chair may adjourn the meeting for as long as he/she thinks necessary.

18 DISTURBANCE BY PUBLIC

Removal of member of the public

- 18.1 If a member of the public interrupts proceedings, the Chair will warn the person concerned. If they continue to interrupt, the Chair will order their removal from the meeting room.

Adjournment

- 18.2 In the event of a general disturbance which, in the opinion of the Chair renders the due and orderly dispatch of business impossible, the Chair, in addition to any other power vested in the Chair, may without question adjourn the meeting for such period as in the Chair's discretion shall be considered expedient.

19 URGENCY

- 19.1 If at any time the Chief Executive of London Councils considers that any matter is urgent and should be decided on prior to the next meeting of London Councils, then he/she shall consult the Elected Officers of London Councils. If at least two of the Elected Officers, of whom one will be the Chair, if available, and the other will be from another political party or no party, agree in writing that the matter is urgent and agree on the Chief Executive's recommendation, then the decision shall be taken by the Chief Executive in accordance with such recommendation, ~~subject to the decision being recorded in writing and signed by the Elected Officers agreeing the recommendation and the Chief Executive.~~
- 19.2 In the event the provisions of Standing Order 19.1 are inoperable following local government elections and there is a need for urgent action, the Chief Executive is authorised to take executive action having consulted as appropriate, such action to be reported to the next meeting of London Councils.
- 19.3 The Elected Officers of London Councils and the Chief Executive may nominate persons to act in their absence for the purposes of this Standing Order.
- 19.4 A copy of the record of a decision taken under this Standing Order shall be kept at the office of the Chief Executive.
- 19.5 All decisions taken under this Standing Order shall be reported to the next meeting of London Councils.
- 19.6 The urgency procedure to be followed by Transport and Environment Committee is as in 19.1-19.5 above, with the substitution of "Director, Transport & Mobility" for "Chief Executive" and referring to the Elected Officers of the Transport and Environment Committee.

- 19.7 The urgency procedure to be followed by the Grants Committee is as in 19.1-19.5 above, with the substitution of “the Planning and Strategy Director” for “Chief Executive” and referring to the Elected Officers of the Grants Committee.
- 19.8 The urgency procedure for any sectoral joint committees is as in 19.1-19.5 above, referring to the Elected officers of the appropriate sectoral joint committee and a senior Officer designated by the committee.
- 19.9 The urgency procedure to be followed by any sub-committee appointed by Leaders’ Committee, associated joint committees or sectoral joint committees is as in 19.1 – 19.5 above, referring to the Elected Officers of that sub-committee and the senior officer, designated by that sub-committee.

20 DECLARATIONS OF INTEREST

- 20.1 If a member is present at a meeting of London Councils Leaders' Committee or any of its associated joint committees or any sub-committees or any sectoral joint committee and has a disclosable pecuniary interest as defined by the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (“the Regulations”) ~~and set out in paragraph 20.5 below~~ relating to any business that is or will be considered at the meeting, that member must not:
- (i) participate in any discussion of the business at the meeting, or if on becoming aware of the disclosable pecuniary interest during the meeting, participate further in any discussion of the business; or
 - (ii) participate in any vote or further vote taken on the matter at the meeting.
- 20.2 These prohibitions apply to any form of participation, including speaking as a member of the public.
- 20.3 It is a matter for each member to decide whether they should leave the room while an item that they have an interest in is being discussed. In arriving at a decision as to whether to leave the room they may wish to have regard to their home authority’s code of conduct and/or the Seven (Nolan) Principles of Public Life.
- 20.4 In certain circumstances, London Councils may under s.33 of the Localism Act 2011 grant a dispensation to permit a member to take part in the business notwithstanding that the

member has a disclosable pecuniary interest relating to that business. These circumstances are where London Councils considers that:

- (i) without the dispensation so great a proportion of London Councils members would be prohibited from participating in that business as to impede London Councils transaction of that business;
- (ii) without the dispensation the representation of different political groups dealing with that business would be so upset as to alter the likely outcome of any vote;
- (iii) the granting of the dispensation is in the interests of people living in the London Councils' area;³
- (iv) without the dispensation each member of the London Councils Executive would be prohibited from participating in the business; or
- (v) it is otherwise appropriate to grant a dispensation.

20.5 If a member wishes to apply for a dispensation, they must make a written application to be received not less than three working days before the meeting setting out the grounds for the application to the officer responsible for processing such requests.⁴

20.6 A member must declare any private interests, both pecuniary and non-pecuniary, including membership of any Trade Union that relate to any public duties and must take steps to resolve any conflicts arising in a way that protects the public interest, including registering and declaring interests.

21 ANNUAL SUBSCRIPTIONS

21.1 London Councils Leaders' Committee shall by a majority of at least two-thirds of those representatives present at the meeting and entitled to a vote in respect of each of those functions, approve by no later than 31st January in each year the subscriptions or contributions payable by the London Local Authorities for each of the groups of functions set out in Schedule 2. If London Councils fails to agree by such date the subscriptions or contributions for the ensuing financial year, then that subscription or contribution shall be at the same amount as the subscription for the current financial year. The annual budget (including any contingency sum) in respect of any function shall not be exceeded without the prior approval of a two-thirds majority of the representatives of those London Local

³ The London Councils area is that area covered by the London boroughs and the City of London

⁴ That person designated by the scheme of delegation, currently (June 2016) the Chief Executive

Authorities who are present at the meeting to which the proposal to exceed the budget is under consideration and authorised to vote.

- 21.2 Contributions to the London Grants Scheme, at schedule 5 of the Leaders' Committee Governing Agreement (as substituted by the variation to that Agreement dated 1 February 2004).
- 21.3 Contributions to London Councils Transport and Environment Committee are as set out in the LCTEC Governing Agreement dated 13 December 2001 (as amended).
- 21.4 Any sectoral joint committee shall approve the subscriptions payable by each London Local Authority subscribing thereto in such a manner as shall be determined by such sectoral joint committee as set out in the London Councils Governing Agreement.

22 DELEGATIONS OF FUNCTIONS

- 22.1 London Councils, its associated joint committees, sectoral joint committees, or sub-committee thereof ~~and any Forum of London Councils~~ may delegate to officers such of their functions as are permissible under statute and may, in relation to any of those functions, require that the exercise of those functions be subject to such conditions as London Councils deems fit to impose, including, where appropriate, prior consultation with the Leading Member on London Councils of each political party or group before taking such action.

23 SUPPLY OF INFORMATION TO MEMBERS

- 23.1 Members of London Councils, its associated joint committees, sectoral joint committees or sub-committee thereof and any Forums of London Councils, shall be entitled to receive from officers such information as they may require in order to enable them to carry out their duties as members of such committee or sub-committee.
- 23.2 In addition, the leading members on London Councils of each political party or group shall be entitled to receive briefings and briefing papers from officers on the same basis as the Chair.

24 MEETINGS WITH OUTSIDE BODIES

- 24.1 A representative of each political party or group shall be entitled to be notified of and to attend any meeting with an outside body at which a Member of London Councils is present

and which has been arranged on behalf of London Councils. (This Standing Order shall not apply to those meetings convened by political advisers.)

25 SUB-COMMITTEES, FORUMS ETC OF LONDON COUNCILS

- 25.1 London Councils shall establish sub-committees~~Forums~~ to discharge the functions set out in Schedule 2 and such further sub-committees, forums and consultative groups as it considers appropriate.
- 25.2 All or any of the London Local Authorities wishing to delegate a function to London Councils or any sectoral joint committee may request London Councils' consent to the delegation of such function in accordance with the terms of this Agreement, such consent not to be unreasonably withheld or delayed.
- 25.3 The terms of reference of any consultative group of London Councils shall be subject to the approval of London Councils.
- 25.4 The Chair and Deputy Chair of London Councils shall be ex-officio members of every and any sub-committee ~~Forum~~ but shall not be entitled to speak or vote at such meetings in that capacity.

26 ACCESS TO MEETINGS AND DOCUMENTS

- 26.1 Admission of members of the public to meetings of London Councils, any associated committee, sectoral joint committee any sub- committee thereof and any Forum and access to documents thereof shall be in accordance with the Access to Information legislation in force from time to time.
- 26.2 Applications to film or record meetings of London Councils are requested 48 hours before the meeting. Filming will be permitted in accordance with The Openness of Local Government Bodies Regulations 2014 and any relevant guidance issued by the government at the relevant time.

27 SUSPENSION AND AMENDMENT OF STANDING ORDERS

Suspension

- 27.1 Any of these Standing Orders except Standing Orders 13.7, 14.2 and 27.2 may be

suspended at any meeting, in respect of any business on the agenda for such meeting, provided that the majority of the representatives of authorities in membership of London Councils or its associated who are present and entitled to vote so decide PROVIDED THAT any suspension hereunder complies with any legislation in force from time to time.

Variation and Revocation

- 27.2 Any addition to, or variation or revocation of these Standing Orders shall be by majority vote of those present and entitled to vote at any meeting of London Councils or its associated committees. Any motion to vary or revoke these Standing Orders shall require confirmation at the next ordinary meeting of London Councils or associated committee as the case may be before the proposed variation or revocation shall have effect -PROVIDED THAT any addition, variation or revocation hereunder complies with any legislation in force from time to time.

LONDON COUNCILS FINANCIAL REGULATIONS - APPENDIX 5

AUTHORISED SIGNATORIES

(Updated ~~45~~ June 201~~89~~)

PART A:

All Tenders, quotations, deeds* and contracts;

DIRECTORATE

TITLE

Chief Executive's
Chief Executive's
Chief Executive's
Chief Executive's

Chief Executive
Director of Corporate Governance
Director of Corporate Resources
Chief Accountant

PaPA
Services
Services

Corporate Director
Director, Transport & Mobility
Strategy & Planning Director

*Deeds must be signed by one authorised signatory and witnessed by another.

Any of the persons authorised above are authorised to sign or witness the signing of a deed. No-one else is authorised to witness the signing of a deed which binds London Councils.

PART B:

Tenders and quotations not exceeding £75,000:

DIRECTORATE

TITLE

Chief Executive's
Chief Executive's
Chief Executive's
Chief Executive's
Chief Executive's

Chief Executive
Director of Corporate Governance
Head of London Regional Employers Organisation
Director of Corporate Resources (Finance Officer)
Chief Accountant

Policy & Public Affairs
Policy & Public Affairs
Policy & Public Affairs
Policy & Public Affairs

Corporate Director
Director of Communications
~~Strategic Head-of-Lead:~~ Strategic Policy Group
Head of Children and Young People Services
~~Interim Director:~~ of Local Government Finance, Performance & Procurement
Finance
Strategic Lead for Finance, Performance & Procurement
Improvement
~~Strategic Lead:~~ Enterprise, Head-of-Economy, Culture & Skills
Tourism
Strategic Lead for Health & Adult Social Care
~~Strategic Lead:~~ Head-of-Transport & Environment
~~Strategic Lead:~~ Head-of Housing & Planning
Director, Transport & Mobility
Chief Contracts Officer

Policy & Public Affairs
Policy & Public Affairs
Policy & Public Affairs
Policy & Public Affairs
Policy & Public Affairs
Services
Services

DIRECTORATE**TITLE**

Services

~~Head of Community Services & Grants~~

Services

~~Strategy & Planning~~ Director

~~In addition, the Director of Corporate Governance is authorised to sign all contracts of employment, once the appropriate post approval form (PAF) has been signed by two of the relevant office holders (1) the Finance Officer and one of (2) the Chief Executive; Corporate Director PaPA; Director, Transport & Mobility; Strategy & Planning Director, including secondment agreements into/out of the organisation¹.~~

PART C:**Orders for Works, Goods and Services (FR para 16.2)**

Official orders, including those within a computerised ordering system, shall be in a form approved by the Finance Officer and are only to be authorised by the Chief Executive or his/her nominated deputy as set out below. These authorised officers shall then be responsible for the issue of official orders. The names of the authorised officers shall be sent to the Finance Officer together with specimen signatures. Changes shall be notified to the Finance Officer as they occur. Additional guidance on the completion of official orders can be found at appendix 10.

The schedule of authorised Purchase Order signatories by Job/post from ~~45~~ June 201~~89~~ is shown below.

DIRECTORATE**TITLE**

Chief Executive's

Chief Executive

Chief Executive's

Head of Chief Executive's office

Chief Executive's

Secretary to Head of Office

Chief Executive's

Director of Corporate Governance

Chief Executive's

Head of Governance

Chief Executive's

Head of London Regional Employers Organisation

Chief Executive's

Director of Corporate Resources (Finance Officer)

Chief Executive's

Chief Accountant

Chief Executive's

Management Accountant

Chief Executive's

ICT & Facilities Manager

Chief Executive's

Governance Manager

Policy & Public Affairs

Corporate Director

Policy & Public Affairs

Director of Communications

Policy & Public Affairs

~~Strategic Lead: Head of~~ Strategic Policy ~~Group~~

Policy & Public Affairs

Head of Children and Young People Services

Policy & Public Affairs

~~Interim Director: Local Government of Finance,~~ Performance &

¹ This authorisation for the Director of Corporate Governance to sign contracts of employment is now in the Scheme of Delegations to Officers

DIRECTORATE**TITLE**

~~Procurement~~Finance

Strategic Lead for Finance, Performance &

~~Procure~~Improvement

Policy & Public Affairs

~~Head of~~Improvement

~~Strategic Lead: Enterrprise, Head-of~~ Economy, Culture &

Policy & Public Affairs

~~Skills~~ Tourism

Policy & Public Affairs

Strategic Lead for Health & Adult Social Care

Policy & Public Affairs

~~Strategic Lead: Head-of~~ Transport & Environment

Policy & Public Affairs

~~Strategic Lead: Head-of~~ Housing & Planning

Policy & Public Affairs

Promotions Manager

Policy & Public Affairs

E-communications Manager

Policy & Public Affairs

Publishing Manager

Policy & Public Affairs

Media Manager; Head of Capital Ambition;

Programme Manager – Capital Ambition

Services

Director, Transport & Mobility

Services

Chief Contracts Officer

Services

Head of Support Services

Services

Transport Manager

Services

Mobility Services Manager

Services

Strategy ~~& Planning~~ Director –

Services

ESF Technical Adviser

Services

Principal Programme Manager (Operations)

Services

Principal Programme Manager (Quality)

Services

Regional Commissioning Manager – YPES

Services

Executive Assistant – YPES

Any new requests / amendments agreed by completion of the “Authorised Signatory Form” and signed by the Chief Executive, ~~Corporate~~ Director PaPA, Director, Transport & Mobility or Strategy ~~& Planning~~ Director
(See below)

Those signatories listed in PART C can also accept tenders and quotations where the value is under £10,000.

AUTHORISED SIGNATORY FORM

Name of signatory	
Job Title	
Division/Section	
Start Date	
Specimen signature	

	Contracts	<input style="width: 80px; height: 30px; border: 1px solid black;" type="checkbox"/>
Authorised to sign (Please tick the relevant box)	Purchase Orders Only	<input style="width: 80px; height: 30px; border: 1px solid black;" type="checkbox"/>
	Invoices Only	<input style="width: 80px; height: 30px; border: 1px solid black;" type="checkbox"/>
	Both Purchase Orders & Invoices	<input style="width: 80px; height: 30px; border: 1px solid black;" type="checkbox"/>

Approved by (to be completed by signatory's Chief Executive/Corporate Director PaPA/Director, Transport & Mobility/Strategy & Planning Director)

Name	
Job Title	
Division	
Signature	
Date	

Electric Vehicle Rapid Charging-Point Sub Group

The Electric Vehicle Rapid Charging-Point Sub Group is a Sub-Committee of TEC, formed to consider the emerging pan-London response to developing Electric Vehicle Rapid Charging-Point issues.

Aim

To seek to enhance the provision of rapid electric vehicle charging-points across London through discussion and provision of advice to TEC.

Quorum

The quorum shall be one third of the membership as set out in London Councils Standing Orders¹.

Membership

The group will comprise six members, three drawn from the Labour Party, two from the Conservative Party and one from the Liberal Democrat Party

Terms of Reference

- 1) To provide a dedicated TEC member Sub-Committee for discussion of electric vehicle rapid charging-point issues and to offer advice on any pan-London response to TEC.
- 2) To consult and engage with relevant stakeholders, including the Go Ultra Low City Scheme, in relation to the development of policy in respect of electric vehicles rapid charging-point issues.
- 3) The Sub-Committee will report back to TEC and, where appropriate, its Executive.

¹ Standing Order 6.1 The quorum shall be one third of, the nearest number to one third, but not less than three members

London Councils' Transport and Environment Committee

Papers for Committee Meetings

Item no: 10

Report by: Christiane Jenkins **Job title:** Director of Corporate Governance
Date: 13 June 2019
Contact Officer: Christiane Jenkins
Telephone: 020 7934 9540 **Email:** Christiane.jenkins@londoncouncils.gov.uk

Summary

TEC is asked to consider whether London Councils should discontinue the practice of sending printed copies of committee papers to members of its Committee as a standard practice. Should this be agreed, it would be down to members to decide whether they wish to print the papers within their own authority – via the link to the published papers on the *London Councils* website sent to all members as now or access the PDF version on-line using their own laptop, tablet or smartphone device across the London Councils Members Wi-Fi service.

As a contingency, during the year 2019/20, it is proposed that a hard copy printed set of papers will be dispatched if requested by individual members.

Recommendations

TEC are asked to:

Consider whether to agree that London Councils discontinues sending printed committee papers;

if agreed, this to take effect post this committee's AGM.

Papers Committee Meetings

Background

1. In 2015, the Local Government (Electronic Communications) (England) Order was passed which amended the 1972 Local Government Act and provided for meeting papers, where a member has given consent, to be sent electronically.

Current Position

2. London Councils currently produces and despatches hard copy papers for all of its committee meetings in line with the requirements of the Local Government Act 1972 and the Local Government Access to Information Act 1985 to all members unless, they have indicated otherwise.

Proposal

3. It is proposed that London Councils stops printing hard copies of meeting papers for TEC post this Committee's AGM. This paper is also being considered at the Leader's Committee AGM on 4th June 2019.
4. A major benefit of such a proposition would be the reduction of the organisation's carbon footprint. Paper and stationery usage is reduced, less energy is used to produce printed papers, less printing equipment is required and less transport is involved.
5. This decision acts as authority for London Councils not to produce papers for TEC and that the need for individual member consent to this change is waived¹. Clearly, of course, papers will still be sent electronically via an email with the link to the website and this would allow members to have the papers printed locally should they wish.
6. In addition, it is proposed that individual committee members should still be able to request from the relevant committee administrator a hard copy set of papers if a printed version is required and it is not possible for them to be printed locally. It is proposed to review demand for this contingency in the summer of 2020.

¹ The Local Government (Electronic Communications) (England) Order 2015 permits delivery of an electronic summons to Members for a Committee meeting subject to the consent of the Member.

7. Through the London Councils website and a web-enabled laptop or tablet, members will be able to access meeting papers from any place, at any time to suit personal commitments. All portable laptops, tablets and smartphones come web and Wi-Fi enabled, so there is the convenience of being able to use familiar devices.
8. The London Councils website retains previous papers and can be accessed and referred to at any time (including during meetings), improving access to information.

Recommendations:

TEC to:

- Consider whether to agree that London Councils discontinues sending printed committee papers;
- if agreed, this to take effect post this Committee's AGM.

Financial Implications for London Councils

There will be savings for London Councils resulting from a reduction in paper, printing and postage, if TEC decides that hard copies of committee papers are no longer produced.

Legal Implications for London Councils

These are covered in the body of this report.

The security settings within the London Councils website allow for all common types of information to be published securely, safeguarding sensitive documents and applying where necessary the exemption criteria relevant to Access to Information legislation.

Equalities implications for London Councils

London Councils will continue to ensure accessibility to committee papers.

London Councils' Transport & Environment Committee

TEC Priorities for 2019/20

Item no: 11

Report by:	Spencer Palmer Katharina Winbeck	Job title:	Director of Transport and Mobility Head of Transport, Environment and Infrastructure
Date:	13 June 2019		
Contact Officer:	Katharina Winbeck Spencer Palmer		
Telephone:	020 7934 9945 020 7934 9908	Email:	Katharina.winbeck@londoncouncils.gov.uk Spencer.palmer@londoncouncils.gov.uk

Summary This report provides Members with a look back at what has been achieved in 2018/19 and look forward to the priorities for 2019/20.

Recommendation

- Members to agree the priorities for the year 2019/20

Introduction

1. We help improve the lives of millions of Londoners every single day, through the London-wide services we run, such as the Freedom Pass, Taxicard and London Lorry Control schemes and through the highly valued support we provide to London boroughs on a range of traffic, parking and transport and environment policy.
2. This report sets out the strategic priorities for the Transport and Mobility services plus related projects and policy areas, headed by Spencer Palmer; and the Transport and Environment policy function which is headed by Katharina Winbeck. The format of this report gives a look back at what has been achieved in 2018/19 under each of the main headings of activity and then presents the priorities for the 2019/20 period.
3. The priorities have been considered by the TEC Chair and Vice Chairs and discussed at the portfolio holder meeting with the Chair of London Councils as part of the wider London Councils' business planning process.
4. This year the future priorities have been considered in the context of the recently published 'Pledges to Londoners', which were agreed by the Leaders Committee. The following lists the pledges, which are within the TEC portfolio:
 - Support the promotion of a new Clean Air Act and the introduction of ULEZ across much of London to protect Londoners from harmful polluted air.
 - Deliver at least 2500 charging points for electric vehicles by 2022, including the option for 20 rapid charge points in each borough.
 - Work towards including a target of one tree for every Londoner in our local plans. Hold TfL to account for improving the bus route network in every London borough.
 - Lobby for improved certainty and levels of local road funding through TfL's LIP process.
 - Press for London borough representation on the TfL Board.
 - Create, cost and lobby for a programme of local transport infrastructure delivery; addressing enhanced connectivity, platform extensions and related responses to growing demand.
 - Lobby for the delivery of major transport investment including CR2, HS2, Euston redevelopment, Bakerloo Line extension, West London Orbital and Tram network.
 - Work to agree new forms of London borough influence on the specification, management and award of rail franchises so that the borough voice is at the heart of commissioning; and argue for further devolution to London.
 - Lobby for fiscal devolution of transport taxes including a proportion of VED to help fund highway maintenance, and new fiscal levers to unlock home building.
5. The delivery of these pledges will be overseen by TEC. They reflect shared pan-London priorities for Leaders over the next three years but the list does not reflect the entirety of TEC's workplan for this period. TEC has also a wide range of policy, project and service delivery responsibilities described in detail within this report.
6. Whilst the priorities contained within this report are what officers will focus on in 2019/20, officers will continue to be responsive to changing or emerging priorities of Members, the Mayor of London and Government, and respond or undertake work as appropriate.

Environment Policy

Within environment policy, London Councils has concentrated on three main themes;

1. Air Quality
 2. Waste
 3. Flooding / climate change
7. From discussions with borough members and officers, these three policy areas remain the right priorities going forward. From central government, we are expecting an Environment Bill with an emphasis on air quality and several consultations resulting from the principles published in the Resources and Waste Strategy in December 2018.
8. Hence, London Councils will continue to work with boroughs to increase the funding and powers available to them to address poor air quality in London, create a more efficient waste service that continues to deliver for Londoners and reduces the risk of flooding, exasperated through climate change, to London's communities and infrastructure.
9. This will be achieved through strengthening of the sub-regional partnerships that exist in all these areas, to enable more effective collaboration at this level as well as improved teaming up of existing stakeholders, such as LEDNet, LWARB, Thames RFCC, LoDEG, the Environment Agency, Thames Flood Advisors and Thames Water.
10. In 2018/19 we have:
- Launched the third consecutive year of air quality polling on Clean Air Day, resulting in much positive press coverage and much interest from a wide range of stakeholders
 - Undertook a more co-ordinated effort to communicate all the activities that took place as part of Clean Air Day in London
 - London Councils TEC agreed a number of principles for a new Clean Air Act and attended the Clean Air Summit with other metro mayors and Defra SoS
 - Worked closely with the City of London on specific air quality legislation
 - Worked jointly with the GLA where possible to influence government's Environment Act, which includes a section on air quality
 - Supported TfL in the introduction of the ULEZ through closer workings with borough heads of communications
 - Continued the delivery of the Go Ultra Low Cities Scheme (GULCS) to roll out electric vehicle charge points with extensive borough engagement activities, such as:
 - Borough engagement event on the imminent launch of the framework
 - Borough peer to peer learning events
 - Procurement workshops after the framework went live
 - Procurement Framework Supplier Showcase event for boroughs
 - Stand at London Councils Summit
 - GULCS Procurement Framework live and available for boroughs to use, with currently over 1,100 slow and fast chargers installed on borough roads

- Published paper in Institution of Civil Engineer (ICE) Journal and made a video promoting it
- Provided a number of supporting documents and templates, such as the GULCS Financial Evaluation Procurement Templates and the first of its kind electrical guidance for installing EV infrastructure
- Represented London boroughs at the EV Infrastructure Taskforce
- Set up a London Councils TEC Rapid Charging sub-group with a supporting group of officers, which identified over 500 sites for rapid charging infrastructure
- Through LEDNet, 11 boroughs are taking part in the Sharing Cities project led by the GLA, funded by the EU and looking to introduce smart lamppost in participating boroughs.
- Published, through LEDNet and Keep Britain Tidy, research on flytipping behaviour
- Submitted, through LEDNet, response to the Treasury single use plastics consultation
- Co-ordinated London's local government contribution to the Resources and Waste Strategy
- Held the first strategic meeting between London Councils TEC and LEDNet
- Initiated a more formal relationship between London Councils TEC and LWARB through regular meetings between the two chairs
- Continued to support the Thames Flood Advisors to ensure they provide a relevant, efficient and sustainable service to local authorities
- Continued to work with the flooding sub-regions to enable more effective and efficient partnership arrangements
- Continued to work jointly with the Thames RFCC including the Environment Agency and Thames Water on flood related issues
- Supported the London Councils resilience team in Brexit planning, particularly around waste management but also wider environmental issues for the longer term

In addition, we responded to the following consultations;

- Defra environmental watchdog
- Defra clean air strategy
- Defra cleaner fuels for domestic burning
- DfT community transport
- TfL improving safety in PHVs
- TfL changes to the Congestion Charge Zone
- TfL Central London Bus Review
- Defra proposal to ban plastic straws, buds and stirrers (LEDNet)
- Treasury single use plastics consultation (LEDNet)
- Defra Select Committee on draft Environment (Principles and Governance) Bill

11. In 2019/20 we will:

- Undertake joint lobbying with a variety of stakeholders, such as the City of London, GLA, Client Earth and others as appropriate, on air quality legislation that results in cleaner air for residents and is fit for purpose

- More actively support Clean Air Day to galvanise public opinion on this important issue for London
- Undertake further air quality polling
- Continue to work with heads of communication and colleagues at TfL and GLA on improved communications with residents and businesses about the introduction of the extended ULEZ in 2020
- Work with boroughs that are dissected by the extended ULEZ boundary to agree the best way forward for its introduction
- Continue to implement the GULCS scheme with participating boroughs
- Develop phase 2 of GULCS, creating a 'one stop shop' for residents as well as further joint delivery if supported by boroughs
- Establish tree baseline figure for each borough and agree through TEC that boroughs should aim for having one tree for each resident. Officers to monitor progress annually
- Encourage boroughs to take up the Grants available through 'Greener City Fund' from the Mayor
- Continue to strengthen the sub-regional strategic flooding partnerships to achieve self-sufficiency and reduce the amount of support required from London Councils officers
- Continue to strengthen the partnership between London Councils TEC and the Thames RFCC as well as the Environment Agency and Thames Water
- Work closely with LWARB and LEDNet to improve recycling rates and reduce littering and fly-tipping in London
- Continue to work with Defra, the LGA, LEDNet and ADEPT as well as LWARB and GLA to ensure that the implementation of the Resources and Waste Strategy does not increase the burden on London's local authorities and respects the different needs of different localities
- Continue the support of the London Councils resilience team around any Brexit related policies in this area.

Transport Policy

12. The specific key policy drivers within transport are the cuts in Local Implementation Plan funding announced by TfL in 2017, the delay to and increasing cost of the Elizabeth Line and the ambitious transport strategy published in the summer of 2018.
13. Similarly, to the environmental policy agenda, London Councils key priorities are therefore to increase the funding and powers available to London local authorities to fulfil their role as Highway authorities as well as implementing some key strategic and local transport infrastructure. Within this policy area, London Councils is also working closely with TfL and GLA colleagues to achieve the best outcome for London's local authorities on TfL run services, such as buses, the tube and rail network. London Councils TEC supports the Vision Zero agenda and agrees with the healthy streets approach and the priority given in the Mayors Transport Strategy to encourage more active ways to travel. The Committee has also expressed the wish to be more proactive in the future mobility agenda.
14. This will be achieved through continuing to build the relationship with finance directors at TfL, further lobbying of government and improved collaborative working with the Wider

South East as well as DfT and the Treasury. London Councils TEC will continue to encourage authorities to collaborate where it is effective and efficient to do so and reach an informed and influential view on new transport initiatives, such as shared transport, smart mobility, autonomous vehicles and demand responsive initiatives.

15. In 2018/19, London Councils has:

- Engaged with TfL and borough finance directors to scrutinise and better understand the TfL business planning process. This has resulted in better understanding of both parties' positions and improved information flow between TfL and boroughs. Several principles were established, such as no further reduction in the formula funded element of LIPs, enabling boroughs to carry forward funding and establishing fruitful dialog early on when problems arise.
- Lobbied the Mayor for a top up of LIP funding from his budget.
- Improved its relationship with the London Technical Advisory Group and utilised this more effectively in London Councils lobbying efforts.
- Used a number of parliamentary question opportunities to raise awareness of the funding pressures faced by London's highway assets and pressed for additional funding, such as devolution of VED.
- Continued working with the LIP borough working group and published, jointly with TfL, LIP guidance, a LIP template and much improved data packs, enabling boroughs to complete their third LIP much more efficiently than in previous years.
- Established the principle of setting up task and finish groups to deal with aspects of future mobility, such as shared mobility, autonomous vehicles, smart mobility and demand responsive transport.
- Established, jointly with TfL, the principle of undertaking a London-wide Byelaw to restrict the parking for dockless bicycles and improve the powers available to London's local authorities to enforce against rogue operators.
- Lobbied successfully against the Automated and Electric Vehicles Bill Amendments tabled by the GLA, asking for PDR for electric vehicle infrastructure.
- Wrote to the SoS for Transport demanding a swift solution and compensation to the areas in London most affected by the rail strikes and disruptions.
- Worked with TfL to ensure boroughs are sufficiently and timely informed of revisions to the bus network affecting their areas and their views taken into consideration when finalising any changes. Responded to the central London bus network reconfiguration consultation.
- Continue to press TfL to engage earlier and more meaningful in any action plan coming out of the Mayors Transport Strategy and had engagement with TEC Executive on the Vision Zero, Walking and Cycling Action Plans.
- Pressed the Deputy Mayor and Mayor to establish a borough advisory role on the TfL Board.
- Continued engagement with the Wider South East through a Political Steering Group and Officer Working Group.
- Jointly with GLA, SEEC and EELGA organised the third Wider South East Summit.

- Had meetings with the Housing and Transport SoS to talk about the barriers to housing delivery and barriers to 13 jointly agreed strategic transport priorities for the Wider South East.

16. In 2019/20, we will:

- Support the strategic review of the bus network by TfL, whilst ensuring that it complements the overall mode shift target within the Mayors Transport Strategy and boroughs are actively engaged and their views considered.
- Continue to engage with TfL and the GLA and make further use of the existing borough groupings, such as LoTAG (London Technical Advisory Groups) to establish an evidence base showing the value of LIPs funding to the boroughs and the achievement of the goals in the Mayors Transport Strategy.
- Ensure that LIP funding is maintained in this increasingly tough financial climate for TfL and that the review of the Corridor formula of LIP funding is fair and takes boroughs' views into account.
- Continue to make the case for borough representation on the TfL board and communicate this using all our existing channels.
- Through engagement with boroughs, establish a business case and media interventions for local transport delivery required to support London's growth.
- Strengthen the sub-regional strategic partnerships by helping boroughs to collaborate more effectively on sub-regional schemes, such as cycle ways and bus routes that do not respect administrative boundaries.
- Deliver new research and media interventions to support financing next steps for London's strategic infrastructure schemes e.g. Crossrail Extension to Ebbsfleet, the Bakerloo Line Extension and the West London Orbital Railway.
- Deliver public reports on London's rail needs and develop a better system that allows enough London borough influence in any rail franchising undertaken by central government. Work closely with TfL and the GLA on further devolution of certain rail lines to TfL.
- Engage with boroughs to ensure that they become more engaged in the work of the Wider South East partnership and so work more effectively with authorities outside London and the sub-national transport bodies to ensure that some of the strategic transport projects for London are delivered.
- Re-visit, jointly with relevant partners, particularly TfL and GLA the debate on funding strategic transport infrastructure in London, given the delay and cost increases of the Elizabeth Line and the knock-on effects this will have funding other infrastructure.
- Develop and implement a lobbying plan for central government for more sustainable funding of highway maintenance, including the devolution of transport taxes, such as a proportion of VED. Work with other stakeholders on this as relevant and appropriate.
- Undertake a programme of task and finish groups on the future mobility agenda, starting with car sharing and then covering areas such as Smart Mobility, demand responsive initiatives and autonomous transport.

Transport and Mobility Services

Ensuring effective day to day management of the Freedom Pass Scheme

Around 1.19 million older and disabled London residents hold a Freedom Pass, giving free travel on almost all of London's public transport. London Councils is responsible for managing the Freedom Pass scheme on behalf of the London local authorities.

In 2018/19, we have:

- Negotiated the Freedom Pass annual settlements with TfL, and other bus operators, achieving another consecutive annual cost reduction.
- Calculated and agreed the apportionment of Freedom Pass costs to boroughs.
- Secured and returned to boroughs £150K of compensation from rail operators for severe disruption to rail services in previous year.
- Agreed with TfL the implications of the opening of the Elizabeth line in terms of acceptance of passes outside of London.
- Managed the implications of the delays to the Elizabeth Line on the scheme settlement and apportionment.
- Considered and agreed the implications of the introduction of Demand Responsive Transport services, supporting TfL in the development of their trial schemes.
- Completed the mid-term review of passholders whose passes expire in 2021 to check continued eligibility for the scheme and avoid costs.
- Developed and agreed the business case for annual eligibility reviews to reduce fraudulent use and costs.
- Continued to review customer service provision and made progress in delivering more channel shift towards digital and online services, including:
 - conducting the mid-term eligibility review online for the first time; and
 - Progressing the development of the Disabled Person application portal (completion in April 2019)
- Completed three National Fraud Initiative reviews to identify deceased members in order to cancel their cards to prevent fraudulent use by others (an increase from two completed in previous years).
- Introduced the agreed increase in the replacement fee from £10 to £12 for lost and damaged passes.
- Managed the renewal of approximately 47,000 2019 expiry passes.
- Concluded negotiations for the 2019/20 settlement with RDG, achieving a fair deal that reflects current travel trends.
- Continued the development and improvement of our online online service.

In 2019/20, we will be:

- Negotiating the Freedom Pass annual settlements with TfL, RDG and other bus operators.
- Calculating and agreeing the apportionment of Freedom Pass costs to boroughs.
- Negotiating and agreeing the future Freedom Pass costs of the full opening of the Elizabeth line.
- Monitoring TfL's trials of Demand Responsive Transport services and consider implications for the Freedom Pass scheme.
- Completing the mid-term review of passholders issued with 2022 passes to check continued eligibility for the scheme and avoid costs.

- Completing three National Fraud Initiative reviews to cancel deceased members' cards to prevent fraudulent use by others.
- Planning and executing the major renewal exercise for approximately 750,000 passes expiring in 2020.
- Introducing a new cost-effective way of renewing passes, involving more upfront data cleansing to minimise written correspondence and reduce customer contact centre interactions.
- Developing and launching an online portal for disabled person Freedom Pass applications.
- Completing the development of a new upgraded online Case Management System (CMS).
- Negotiating and agreeing a new journey-based model and approach for the RDG settlement.
- Introducing improvements for fraud monitoring and detection for application processing, working with Oxford City Council who are leading on this area of work nationally.

Ensuring effective day to day management of the Taxicard Scheme

On behalf of the boroughs, London Councils manages the Taxicard service for approximately 57,000 people with severe mobility and visual impairments, offering subsidised journeys in taxi and private hire vehicles.

In 2018/19 so far, we have:

- Jointly procured with TfL's Dial-a-Ride service a new taxi service provider contract, delivering some greater future funding certainty through a three-year framework contract.
- Started the new contract with the taxi service supplier, introducing service improvements for card holders, including fixed maximum pricing for all journeys and new driver/customer service training standards.
- Achieved significant potential savings through new contract and subsequently agreed new funding arrangement with TfL.
- Developed further co-ordination of Taxicard and Dial-a-Ride schemes with TfL, including joint performance monitoring and reporting and a common approach for complaints handling. A single application process and joint on-line portal was considered but ruled out at this time.
- Started development of a new online application portal and process.
- Conducted a review of the Taxicard eligibility criteria with boroughs to achieve greater consistency and clarity for users.
- Continued to improve and enhance customer care, through use of new customer care charter, staff development and new contractor complaints process.
- Completed regular reviews of usage, cancelling cards following 2 Years of inactivity.
- Worked with TfL on their Assisted Travel Budget pilot schemes.
- Continued to work with TfL on their Assisted Travel Budget pilot schemes.

In 2019/20, we will be:

- Seeking a longer-term funding agreement with TfL.
- Developing and implementing a new online Taxicard application portal and process, with a more consistent approach across all boroughs and maximising the efficiencies through greater data sharing.

- Completing further work to review the Taxicard eligibility criteria with boroughs (who are responsible for setting local criteria) to achieve further consistency and clarity for users alongside the new application portal development.
- Continuing to implement, monitor and review new contract improvements and changes.
- Completing the new Taxicard CMS development and implementation and possible integration with Freedom Pass system.
- Increasing channel shift to online applications and processing to save cost and deliver service improvements.

Minimising the disruption to London's residents caused by the movement of heavy goods vehicles through the operation of the London Lorry Control Scheme

In 2018/19 we have:

- Continued to manage the London Lorry Control Scheme, issuing permits and enforcing to ensure compliance.
- Continued to implement the scheme review recommendations, including:
 - producing a detailed action plan, which will be updated and developed during 2019/20
 - providing a new haulier online portal to allow hauliers to interact with us and the scheme in a more effective and efficient way
 - extending the permission lifespan from 3 to 5 years to reduce administrative burdens on the industry
 - developing a comprehensive Communications Strategy and Plan
 - improving scheme monitoring arrangements
 - planning and arranging an ANPR enforcement pilot
 - developed and published a fully interactive zoomable map on the scheme website
- Reviewed the scheme traffic order to bring Barnet back into the scheme and have progressed discussions with Barnet to implement the necessary changes.
- Worked closely with TfL on the development of the Direct Vision Standard Scheme to improve lorry safety and the proposal to introduce this new initiative with an amendment to the London Lorry Control Scheme order.
- Utilised the new data base management system to improve performance monitoring and reporting.
- Extended the enforcement service contract.
- Recruited specialist support to manage outstanding and long-term aspects of the review.

In 2019/20, we will be:

- Continuing to manage the London Lorry Control Scheme, issuing permissions and enforcing to ensure compliance.
- Continuing to implement the scheme review recommendations, including:
 - monitoring of the ANPR enforcement pilot and consideration of wider roll out
 - a comprehensive signing review
 - reviewing and amending the Excluded Route Network (ERN)
 - researching potential changes to weight limit/hours and exemptions
 - considering the provision of an online routing tool
- Working with TfL to implement the new Direct Vision Standard Scheme.
- Working with Barnet to amend the traffic order and bring them back into the scheme.

- Planning for retendering of the enforcement contract in light of changes resulting from the scheme review.
- Introducing an Electronic Appeals Process with London Tribunals
- Seeking agreement from Hillingdon, Redbridge and Havering to reintroduce London-wide Enforcement.

Helping to deliver effective and consistent traffic and parking policies and operations in London

In 2018/19 we have:

- Provided day-to-day advice and support to boroughs on a range of traffic and parking policy and enforcement issues and hosted borough forums, including the Parking Managers Seminar.
- Represented borough interests at relevant events, groups and forums, including:
 - London Freight Forum and Freight Forum Steering Group
 - London Technical Advisors Group (LoTAG)
 - NESTA's Flying High Challenge, investigating use cases for Drones in London
 - TfL's Lane Rental Governance Committee
 - Local Authority Partnership
 - British Parking Association (BPA) Council and Local Authority Special Interest Group
 - London Tourist Coach Action Plan Group
 - London Automotive Forum
 - TfL's Direct Vision Standard Project Board
 - London RoadLab Project
 - Parkex
- Reviewed and updated the parking contravention codes list.
- Worked with the BPA, on the 'Positive Parking Agenda' to improve public awareness of the benefits of effective parking management in making the capital's roads safer, more accessible and cleaner.
- Published research on the Benefits of Parking management in London.
- Provided debt registration services with the Traffic Enforcement Centre for the majority of London boroughs.
- Agreed the apportionment of traffic signal and control equipment maintenance costs to boroughs.
- Collated, analysed and published London-wide traffic and parking enforcement and appeals statistics.
- Progressed work to review the enforcement of speed limits in London, exploring the possibility of greater powers and responsibilities for boroughs and TfL to improve compliance and road safety.

In 2019/20, we will be:

- Continuing to provide highly valued advice and support to boroughs and represent their interests at relevant forums and meetings, including hosting the Parking Managers Seminar.
- Holding Traffic Control Liaison Committee meetings between TfL and boroughs as necessary, to review the formula for apportioning borough traffic signal costs and ensure boroughs are informed early of the apportionment amounts before agreement by TEC.
- Reviewing and updating the parking contravention codes list as necessary.

- Continuing to provide debt registration services with the Traffic Enforcement Centre for the majority of London boroughs.
- Reacting quickly to any new policy or legislative proposals, ensuring that boroughs are consulted and proactively lobbying for change where necessary.
- Collating, analysing and publishing London-wide enforcement and appeals statistics.
- Continuing to work with the BPA and DfT regarding consistent open parking data standards and reform/digitisation of Traffic Regulation Orders.
- Publishing a Borough CCTV enforcement Code of Practice.
- Updating the Civil enforcement Officer Handbook as necessary.
- Continuing to support the Positive Parking Agenda and progressing a positive parking communications campaign.
- Developing and issuing Red Route policy advice to boroughs.
- Reviewing policy advice on the use of bus lanes by Ambulances and Immigration Services.
- Continuing to work with TfL on the implementation of the Direct Vision Standard project.

Helping medical professionals attend emergencies quickly by managing the Health Emergency Badge Scheme

In 2018/19 we have:

- Continued to operate the London Health Emergency Badge scheme, issuing parking waivers to eligible health workers to use in emergency situations.
- Commenced a review of practices and processes to ensure the service is delivered as effectively and efficiently as possible, including:
 - a survey sent to all boroughs and HEB stakeholders;
 - Holding Borough Officer Liaison Group (BOLG) meetings to discuss survey results and review options.

In 2019/20, we will be:

- Continuing to operate the London Health Emergency Badge scheme, issuing parking waivers to eligible health workers to use in emergency situations.
- Completing the review of practices and processes to ensure the service is delivered as effectively and efficiently as possible, including consideration of:
 - Fraud and misuse;
 - Application processing and eligibility criteria;
 - Permits (virtual Vs physical);
 - Costs and potential efficiencies;
 - Technological applications;
 - Communications and promotion;
- Establishing and holding stakeholder working groups to support the review process.

Ensure people who have their vehicle towed away in London can find where it has been taken to quickly and easily through the TRACE service

In 2018/19 we have:

- Continued to manage and operate the TRACE service, seeing a continuing increase in take up of the online portal service.

In 2019/20, we will be:

- Helping to ensure consistency of approach by all boroughs and their operators to improve accuracy and efficiency of the service.
- Continuing to improve monitoring and reporting of performance data to seek further service improvements.
- Continuing to promote the online service over the phone service.
- Working with non-borough organisations to capture removal data from other organisations such as event organisers and removal of abandoned vehicles.
- Considering the introduction of customer feedback reviews to help service improvement.

Ensuring effective management of the London European Partnership for Transport (LEPT)

In 2018/19 we have:

- Continued to monitor European funding and knowledge exchange opportunities, and briefing Boroughs accordingly.
- Completed a review of the future of LEPT in light of Brexit, involving borough consultation and, after a positive response and TEC approval, secured TfL funding for a further 1 to 2 years.
- Provided promotional services for boroughs and raised awareness of London best practice and current EU transport projects.
- Represented London boroughs on the POLIS management committee.
- Continued to harness the benefits of the POLIS network and other European forums (e.g. CIVITAS, ECF, ELTIS, Velo-City, EPOMM) developing stakeholder contacts for use in bidding consortia and best practice provision to boroughs.
- Attended sub regional partnership panels and meetings in order to analyse borough and sub-regional priorities and linked with EU project, best practice and funding opportunities.
- Improved communications and networks for the promotion of LEPT activities.
- Started looking at non-EU funding opportunities to support LEPT policy areas and projects.

In 2019/20, we will be:

- Continuing to monitor European and other funding and knowledge exchange opportunities, and briefing Boroughs accordingly.
- Attending EU Working Group meetings on issues key to boroughs and the Mayor's Transport Strategy, feeding back good practice and knowledge sharing opportunities.
- Set up a Borough (or Sub Regional) European study tour.
- Publishing policy briefings on issues of particular interest to boroughs (e.g. air quality, safety, electric vehicle charging) that would outline London's position for a European audience/project partners.
- Closer collaborative work with TfL on funding opportunities.
- Continuing to review and improve the LEPT website and the information held.
- Assessing the feasibility of working with private sector project partners, to attract additional funding.

Efficiently supporting the provision of independent appeals services via London Tribunals, including the Environment and Traffic Adjudicators (ETA) and the Road User Charging Adjudicators (RUCA)

In 2018/19 we have:

- Continued to provide the administrative support and infrastructure to the Environment and Traffic Adjudicators and Road User Charging Adjudicators.
- Continued to deliver year on year savings to boroughs reducing the costs of running ETA.
- Delivered significant measurable service improvements, including 90% in-house efficiency improvements to the ETA statutory declaration and witness statement processes, which also delivered direct benefits to borough enforcement teams.
- Started preparation for changes necessary to hear appeals against the new ULEZ scheme.
- Completed groundwork for the electronic transfer and communication of all appeals with enforcement authorities.
- Progressed a discovery project with adjudicators to deliver further service enhancements.
- Reviewed and improved take-up of online appeals.

In 2019/20, we will be:

- Continuing to provide the administrative support and infrastructure to the Environment and Traffic Adjudicators and Road User Charging Adjudicators.
- Monitoring and reviewing systems and processes, implementing improvements and enhancements where necessary and providing training and support accordingly.
- Promoting greater levels of channel shift to fully electronic online appeals submission and processing.
- Completing preparations for the introduction of the ULEZ scheme and appeals, including the recruitment and training of additional administrative and customer service staff.

Cross-Cutting Service Priorities

In 2018/19, we focussed on the following cross-cutting priorities across all service areas:

- Data protection, including completing a review all services and data assets in light of the new General Data Protection Regulation (GDPR), which came into force on 25 May 2018.
- Better use and sharing of data to achieve service enhancements and efficiencies, including:
 - standardisation of reports and reporting processes internally
 - some progress with sharing data with external bodies (boroughs)
 - better information sharing between ETA and TPT, the national appeals tribunal
 - Use of data cleansing through Experian for Freedom Pass mid-term review
- Customer service excellence, including continual review and improvement of all public facing services. Examples of key achievements include:
 - London Lorry Control Scheme – communication, system and service improvements welcomed by the freight sector

- Taxicard – New contract improvements delivering considerable customer service enhancements, including a new door to door service, enhanced training for drivers, fixed pricing for users, contractor complaint handling and internal administrative improvements
- London Tribunals – Completed adjudicator survey, started service discovery project, reissued process flows, updated website and online appeal system, electronic statutory declaration and witness statement process, engagement meetings with enforcement authorities, customer satisfaction surveys through call centre and KPIs show significant measurable improvements in customer service
- Freedom Pass - Achieved 75% online renewals – up 5% from first time in 2015 and customer satisfaction levels remain high

In 2019/20, we will focus on the following cross-cutting service priorities:

- A continued focus on data protection and GDPR requirements, including:
 - implementing all outstanding actions from last year's reviews
 - agreeing an ongoing monitoring and review process for all data sets
 - ensuring all staff and contractors are fully trained, particularly on data breach reporting and management
- Focussing on efficiencies to reduce costs, including through further data sharing and exploring commercial opportunities such as advertising or sponsorship to generate new revenue streams.
- A continuing focus on customer service excellence.

Recommendation:

- Members to agree the priorities for 2019/20

Financial Implications

17. There are no financial implications to London Councils arising from this report. The priorities and projects described in this report will be delivered within approved budgets and resource allocations and/or will be subject to separate TEC reports and decisions as necessary.

Legal Implications

18. There are no legal implications to London Councils arising from this report.

Equalities Implications

19. There are no equalities implications to London Councils arising from this report.

London Councils' Transport & Environment Committee

Chair's Report

Item no: 12

Report by:	Cllr Julian Bell	Job title:	Chair of London Councils Transport and Environment Committee
Date:	13 June 2019		
Contact Officer:	Katharina Winbeck		
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Summary	This report updates Members on transport and environment policy since the last TEC meeting on 21 March 2019 and provides a forward look until the next TEC meeting on 10 October 2019.
Recommendations	Members to note this report.

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Introduction

1. This report updates Members on London Councils' work on transport and environment policy since the last TEC meeting on 21 March 2019 and provides a forward look until 10 October 2019.

Transport

Meeting with Deputy Mayor

2. I met with the Deputy Mayor for Transport, Heidi Alexander, on 10 April. This was the first meeting of the new two-part format; part 1 being a one-to-one and part 2 involving officers. We discussed the following main matters:
3. Speed enforcement – we explained that the review of speed enforcement is a priority for TEC and that we were keen to explore a transfer of powers from the Police to boroughs. TfL officers confirmed their support for the ongoing review but the Deputy Mayor said there was not yet a clear Mayoral position on the specific matter of decriminalisation. Heidi agreed to speak with the Deputy Mayor for Policing and Crime. We agreed the importance of joined-up communications and the need to meet soon with road safety groups. TfL did agree to consider changes to the way speed awareness courses are provided and how boroughs can become more involved.
4. TfL Board Membership – I reminded Heidi that we strongly believe that there should be a borough representative on TfL's board. Despite several knock backs from the Mayor to date, this remains a London Councils' priority and now features in our recently published pledges to Londoners. Although there is still reluctance from the Mayoral team to agree to our request, we did manage to agree that the proposal will be formally considered as part of a planned TfL board effectiveness review being carried out this year.
5. Local Implementation Plans (LIPS) – We heard that 17 had been approved, 9 nearly there and 5 were still to be submitted. We were told that the quality was very high from what has come through so far. We agreed to continue our good work on engagement/consultation, particularly on the proposed formula funding review.
6. Parking for NHS Health Professionals and Carers – the NHS had recently raised this with the Deputy Mayor. We agreed to consider as part of our current major review of the London Councils Health Emergency Badge (HEB) scheme.
7. And finally, we discussed an issue raised with the Mayor by a charity called Cat Matters. Cat deaths are unfortunately a common occurrence on our roads and apparently councils' practice in identifying and notifying owners differs greatly. As most pets are chipped these days, we are being asked to scan and notify owners when we discover or remove animals from our highways. I have asked officers to raise this through their officer networks too.

Crossrail High Level Forum

8. On 14 May 2019, I attended the delayed annual Crossrail High Level Forum with a number of TEC and leader colleagues. It was chaired by the Mayor of London and attended by the new Chief Executive of Crossrail, Mark Wild, Crossrail's Operations Director Howard Smith, Chair, Tony Meggs and Vice Chair, Nick Raynsford. Also, in attendance were Bernadette Kelly, Permanent Secretary, DfT, Heidi Alexander, Deputy Mayor for Transport and Mike Brown, TfL Commissioner.

9. Mark Wild gave an overview of progress, outlining the different Crossrail stages 1-5, of which 3 is the crucial one, as it is the tunnel through central London. Crossrail has built a new executive team and a new overarching board, which includes the SoS for Transport, and the Mayor of London.
10. 2019 will be the focus of electrical wiring and 'hooking up' with the signalling software. The key milestone here will be to gain the health and safety certificate (Siemens and Bombardier). The tunnel needs finishing and stations need to be ready for accepting the trains.
11. 2020 will be the year for testing and the earliest opening will be in October 2020, the expectation is the end of 2020 but at the very latest, Crossrail will open in March 2021.
12. A discussion then pursued, mainly around community engagement, which used to be very good previously but has not happened over the past year. Crossrail staff and board assured the forum that this was one of their key priorities and local groups would be re-established and new ones set up where appropriate. The team is currently in the process of establishing borough by borough communication strategies.
13. Other issues discussed were step free access, progress with individual stations, impacts on local businesses, flooding issues, wider public realm implications and existing public transport capacity, which will require some temporary relief in some places.
14. The forum also discussed scrutiny and the role of boroughs within that. The quarterly meetings between TEC chair and vice chairs with the TfL Commissioner as well as the quarterly meetings with the Deputy Mayor for Transport could present suitable opportunities.
15. The forum closed with the report from Stephen Jolly, the Crossrail complaints commissioner. This function will carry on throughout the construction process. The most common complaints are around night-time noise and vehicle movement as well as some specific issues from residents around Bond Street, Whitechapel and Abbey Woods.

GULCS

16. The GULCS Steering Group met on 21 May to discuss progress of the GULCS programmes and the next steps for the project. The Steering Group agreed to a second funding round for boroughs starting later in June for residential and rapid charging points as well as residential hubs, an idea that has developed through the Mayors EV Infrastructure Task Force. Officers are in the process of establishing guidelines and criteria for this.
17. GULCS will organise an event for officers for 18 July 2019 to share good practice, learning and go through the details for this funding round. Boroughs have so far installed 1,103¹ slow and fast chargers since the opening of the GULCS framework in September 2018.

Highways Maintenance Funding

18. London Councils' officers continue to work with LoTAG Group 2, borough officers and TfL in developing a joint lobbying campaign to increase highways funding for London boroughs. Our officers hosted a meeting between London Councils, LoTAG Group 2 and the Department for Transport on 8 May 2019 and will continue to engage with other key stakeholders including the Mayor, London MPs, businesses and relevant government departments.

¹ 14 May 2019 figure

19. On 16 May 2019, I attended and spoke at LoTAG Group 2 conference, which was organised for borough officers who are members of LoTAG Group 2 and its sub-groups. At the event I outlined London Councils' lobbying campaign and encouraged all officers to support this project by providing relevant data and case studies.

Future Mobility Agenda – Task & Finish Group on Car Clubs

20. The Task & Finish Group on Car Clubs continues to meet on a regular 3-weekly basis with the aim to update TEC Executive in July 2019 on the work they have done so far. As of today, the Group has discussed a number of important aspects of car sharing including but not limited to data sharing, improving evidence base, procurement, pricing, different models of car sharing, and other relevant topics. London Councils' officers are aiming to produce and present the final report on car sharing to TEC Executive in September 2019.

London Walking Forum

21. The London Walking Forum met again on 3 April 2019 with a focus on schools. This focus was chosen, as research suggests that pattern of travel is formed early on in one's lives and changing the travel behaviour of school children often has a positive effect on the whole families' travel pattern.
22. The partners' activities to try and get more children walking to schools were discussed and these ranged from 'school super zones' (Public Health England promotes a 400m buffer around schools where healthy eating and active travel will be promoted), walk to school week, STARS (Sustainable Travel: Active, Responsible, Safe), Youth Travel Ambassadors (YTA, for 11-19 year olds) and WOW (Living Streets year round walk to school challenge).
23. The Forum debated how more schools could be encouraged to take part in these activities and improved engagement with head teachers, school governors as well as Ofsted were discussed.
24. The Forum also established a working group to investigate options for and develop research on walking in London. The research brief is due to be finalised.
25. TfL have made its walking potential study available online here (<http://content.tfl.gov.uk/analysis-of-walking-potential-2016.pdf>).

TEC / TfL Commissioner Meeting

26. TEC chair and vice chairs will meet with the TfL Commissioner on 6 June to discuss safety and security (this is now a standing item of every meeting with the Commissioner given the importance of vision zero), ULEZ, the future of buses, business plan and Crossrail.

Meeting with the Chair of London Councils

27. I and vice chairs of TEC met with Cllr Peter John to discuss TEC's achievements in 2018/19 and its priorities for the year ahead. This has resulted in the Business Plan, which is discussed later on the agenda.

Press Work

London Councils in the press

28. 29 March 2019 – Transport Xtra – Restrictions to be relaxed for dockless bike hire in the City

29. 2 May 2019 – Air Quality News – 1000 EV charge points installed on London's lamp posts

30. 7 May 2019 – Evening Standard – Lamp-posts leading the charge for electric cars

Press enquiries

31. There has been one press inquiry on the London Lorry Control Scheme.

Environment

London Green Space Commission

32. The first meeting of the London Green Space Commission took place on 1 April 2019.

33. The LSGC is a non-statutory, time-limited board and will be made up of 14 commissioners, chaired by Shirley Rodrigues with me as vice-chair. Its role is to help support London boroughs transform how their parks services are managed and funded so that they can maintain or increase investment in parks and green spaces, in the context of substantial and ongoing constraints imposed on public sector funding. The Terms of Reference is attached as Appendix 1.

34. Parks for London introduced its research into the state of parks services review. This highlighted the different approaches London boroughs are taking when it comes to park management. For example in Hounslow, parks are within the health department, whereas Croydon's function is located within the environment department. All boroughs experience a capacity and capability gap with an aging workforce and vacant posts not being filled plus officer training reduced to the minimum.

35. The Commission is taking an investigative approach, where different issues will be discussed with the relevant stakeholders, who will be invited to provide both written and oral evidence to the sessions. The first call for evidence closes on 3 June 2019 and will be discussed at its next meeting thereafter.

LEDNet Liaison

36. The TEC and LEDNet Chairs met on Tuesday 19th March to discuss the outcome of the joint meeting on 21st February and the resulting statement. Following TEC's support for that statement, LEDNet will be presenting it and a proposal for a wider ask on environmental services support at the CELC meeting on Friday 19th July.

37. The Chairs also discussed the Reduction and Recycling Plans that the Mayor has requested from boroughs.

Thames RFCC Liaison

38. I met with the Chair of the Thames Regional Flood and Coastal Committee on 10 May to discuss flooding in London. We discussed the current uncertainty around the future of funding for flooding post 2021, the increased focus back to climate change and ways in which members representation of partnerships could be improved at the Thames RFCC meetings.

Air Quality

Legislation

39. London Councils are a member of the Defra Clean Air Legislation Contact Group (CALCG) which was set up by Defra and is chaired by UK100 to discuss key points on

the clean air legislation that will be included in the Environment Bill, which is expected towards the end of June/July. The group also includes the GLA and representatives from local authorities across the country. Four main discussions were organised, which looked at:

- Environment Act: collaboration with other public bodies
- Controlling emissions from Non-Road Mobile Machinery (NRMM)
- Strengthening existing Clean Air Act – limit values, enforcement of Smoke Control Areas; additional powers; training and support for enforcement
- Collaboration across local government tiers, and Health Partnerships

40. London Councils represented officers' views on these discussions, the outcomes of which will be published shortly.

41. The City of London Corporation has done further engagement on the private members bill and is looking to introduce it at the next parliamentary session, pending the outcome of its meeting with Defra officials in the coming weeks.

Clean Air Day

42. London Councils annual air quality polling will be published in support of Clean Air Day – 20 June 2019. As in previous years, London Councils will increase its air quality messaging on the day and promote activities that are happening throughout London to celebrate this important event.

Defra Waste & Recycling Consultations

43. TEC have submitted joint responses with the London Environment Directors' Network (LEDNet) to the three major Defra consultations on waste and recycling; on producer responsibility for packaging, a deposit return scheme and consistency of collections. Our responses can be found on the [London Councils website](#).

44. We wrote a cover letter to the Secretary of State highlighting the need for transitional funding to support London boroughs to meet the Mayor's requirements in advance of producer funding becoming available, and for three conditions that would allow boroughs to meet the Government's aspiration: more supportive planning policy; genuine full net cost recovery under Extended Producer Responsibility; and effective enforcement powers.

45. London Councils also signed a letter from a wide range of players across the waste and resources 'value chain', which called on the Government to – inter alia – prioritise the establishment of a body to oversee the development of Extended Producer Responsibility for packaging.

46. We expect further consultations on the new producer responsibility regime for packaging towards the end of 2019 or early 2020.

London Plan Examination in Public (EiP)

47. London Councils appeared at a number of London Plan EiP sessions, including two on Transport Schemes and Air Quality. We pushed for a number of key asks from the London Plan submission to be considered by the GLA in the final draft:

- Getting further assurances on how the Mayoral CIL will be allocated, given the delay to and additional funding for Crossrail
- Reducing the prescriptiveness for London boroughs around implementing healthy streets
- Aligning AQMA with the London Plan AQFAs

48. We are expecting more clarity on the planning inspectors' views on these issue by early autumn 2019.

Forward Look

Forthcoming meetings and consultations between now and the next TEC meeting on 10 October 2019:

June

18 – London Councils Executive Meeting

20 – Clean Air Day

July

02-04 – LGA Conference in Bournemouth

03 – Meeting with Deputy Mayor for Environment

09 – London Councils Leaders Committee

12 – Meeting with Deputy Mayor for Transport

August

September

12 – TEC Executive Meeting

25 – TEC / TfL Commissioner Meeting

October

08 – London Councils Leaders Committee

Appendix 1 – Terms of Reference for the London Green Spaces Commission

London Green Spaces Commission

LGSC Terms of reference

The LGSC is a time-limited advisory body of experts appointed by the Mayor of London.

Aim

The aim of the LGSC is to support London boroughs to transform how they manage and fund their parks services so that they can maintain or increase investment in parks and public green spaces, in the context of substantial and ongoing constraints imposed on public sector funding.

Definition of parks and green spaces

For the purposes of the LGSC, parks and public green spaces will be defined as: areas such as local, district and metropolitan parks, and natural areas, that are freely accessible to Londoners, that are owned and managed by local authorities.

Objectives

To achieve this aim, the LGSC will:

1. Articulate and communicate the common problems faced by London borough parks services and highlight the potential impact of continued underinvestment in London's parks and public green spaces. This will build on the findings of the review of London's parks and green spaces undertaken by Parks for London.
2. Use new knowledge and information about the economic value of London's parks and public green spaces to demonstrate the need for continued investment by boroughs and other key stakeholders, in order to maximise the opportunity to deliver social and environmental benefits. This will build on the findings of the *Natural Capital Account for London's Public Green Spaces*² and findings of the Green Infrastructure Task Force.
3. Build a broad partnership of key decision-makers who recognise the value of London's parks and public green spaces and can influence future investment decisions and leverage additional sources of finance.
4. Explore new more sustainable business models for parks services in London boroughs so that they can maintain and increase investment in these assets to secure the public benefits they provide. These business models should consider new forms of finance and/or new or complementary governance structures.

Outputs

²https://www.london.gov.uk/sites/default/files/11015viv_natural_capital_account_for_london_v7_full_viss.pdf

The LGSC will deliver two primary outputs within its term of operation (initially 12 months):

1. An initial report that summarises:
 - the current state of play with regards to the funding and governance of London borough parks services
 - the new information, tools and models available that can help reaffirm the importance of London's parks and public green spaces
 - the learning from pilots that sign-post the most sustainable business models for parks and public green spaces in the future
2. A final published framework outlining recommendations and proposals for the transformation of how parks and green spaces services in London boroughs are funded and governed

In addition, the LGSC will work with parks service transformation pilots in collaboration with London boroughs. The LGSC will provide advice and support to test their emerging recommendations through an action-learning and co-creation process

Governance

- The LGSC will be time-limited to a term not exceeding 12 months from its first meeting
- The LGSC is an advisory not a decision-making body. The Commission will make recommendations and proposals to the Mayor, London boroughs and wider stakeholders, but does not have decision-making powers
- The LGSC will provide recommendations on work it considers needs to be undertaken to inform the delivery of the Commission's objectives
- The LGSC reports to the Mayor of London, through the Deputy Mayor for Environment and Energy (the Chair of the Commission)

Operation

As an advisory body, the LGSC will be able to address the problem of resourcing a discretionary service in the context of reduced overall budget and resources, without the constraints of the need to focus on operational matters and local political considerations. The LGSC:

- Will be serviced by a secretariat staffed by officers from the Greater London Authority.
- Will meet at least six times over the course of its term
- May establish smaller working groups to address specific issues or elements of the work programme
- May commission external contractors to conduct research or provide consultancy services to achieve the objectives of the LGSC
- Will work in close partnership with key stakeholders including but not limited to London Councils, London boroughs, the National Trust, the Heritage Lottery Fund,

and the Ministry of Housing, Communities and Local Government's Parks Action Group

- London Councils, Dr Meredith Whitten and the Chair of the London Environment Directors' Network (LEDNet) will be invited to Commission meetings as observers
- The Commission will report to London Councils Transport and Environment Committee where necessary
- May be supported by advice from theme specific experts who can be called to give evidence and/or participate in specific meetings or events, to ensure that the Commission has access to the full range of information and expertise
- Should be informed by previous and existing relevant work, including:
 - The *Natural capital account for public green spaces in London*³
 - A review of the status of parks services in London (commissioned)
 - The recommendations of the Communities and Local Government Committee's *Public parks* inquiry⁴, and the London Assembly's *Park life*⁵ report
 - The work programme of the Parks Action Group⁶
 - The experience of other projects funded by the Future Parks Accelerator programme

³https://www.london.gov.uk/sites/default/files/11015viv_natural_capital_account_for_london_v7_full_viss.pdf

⁴ <https://publications.parliament.uk/pa/cm201617/cmselect/cmcomloc/45/45.pdf>

⁵ https://www.london.gov.uk/sites/default/files/environment_committee_-_park_life_report.pdf

⁶ <https://www.gov.uk/government/news/government-pledges-500000-for-new-action-group-to-grow-future-of-public-parks>

London Councils' Transport and Environment Committee

Re-appointment of Environment & Traffic Adjudicators

Item No:13

Report by: Caroline Hamilton

Job title: Chief adjudicator ETA

Date: 13th June 2019
Contact

Officer: Caroline Hamilton

Telephone: 0207 520 7200 **Email:** Properofficer@londontribunals.gov.uk

Summary

This report proposes the re-appointment of 10 environment and traffic adjudicators under the terms of the Traffic Management Act 2004.

Recommendation

1. That the following adjudicators are re-appointed for a period of 5 years from 11th June 2019:
Jane Anderson
Teresa Brennan
Michael Burke
Anthony Chan
Andrew Harman
Anju Kaler
Alastair McFarlane
Kevin Moore
2. That adjudicator John Lane is re-appointed until 12th August 2019.
3. That adjudicator Michael Lawrence is re-appointed until 4th July 2021

Background

4. Under section 81 of the Traffic Management Act 2004 and the accompanying regulations, adjudicators are appointed for a term not exceeding five years, remaining eligible for re-appointment on expiry of that term.

An adjudicator may be removed from office only for misconduct or on the ground that that he is unable or unfit to discharge his function, but otherwise holds and vacates office in accordance with the terms of appointment.

The regulations provide that the relevant enforcement authorities shall appoint such number of adjudicators for the purpose of the 2004 Act on such terms as they may decide. Any decision by the authorities not to re-appoint shall not have effect without the consent of the Lord Chancellor and of the Lord Chief Justice.

Under the terms and conditions of appointment issued by the Committee, there are five grounds for non-renewal:

1. Misconduct.
2. being unable or unfit to discharge the function of an adjudicator.
3. Persistent failure to comply with the sitting commitment (without good reason).
4. Failure to comply with training requirements.
5. Part of a reduction in numbers because of changes in operational requirements.

A decision not to renew on ground 5 and the extent to which it will be used is taken after consultation with the Chief Adjudicator with the concurrence of the Lord Chief Justice.

5. Financial Implications

There are no financial implications for London Councils directly from this report.

6. Legal Implications

There are no legal implications for London Councils.

7. Equalities Implications

There are no significant equalities implications from this report.

8. Recommendation

That the following environment and traffic adjudicators be re-appointed to 11th June 2024:

Jane Anderson, Teresa Brennan, Michael Burke, Anthony Chan, Andrew Harman, Anju Kaler, Alastair McFarlane, Kevin Moore

That adjudicator John Lane be re-appointed until 12th August 2019.

That adjudicator Michael Lawrence be re-appointed until 4th July 2021.

London Councils' Transport & Environment Committee

Flooding Investment in London

Item no: 15

Report by: Sarah Smith **Job title:** Flood and Coastal Risk Manager, Environment Agency

Date: 13 June 2019

Contact Officer: Paulius Mackela

Telephone: 020 7934 9829 **Email:** paulius.mackela@londoncouncils.gov.uk

Summary

This paper follows on from the last Flood Partnerships Update report TEC received on 6 December 2018, and, through the Environment Agency (EA), presents a business case on behalf of Thames RFCC for an increase in locally raised levy (1.99 percent) to invest in flood risk management schemes across the Thames catchment.

Recommendations

Members are asked to;

- Note the report;
- Provide a steer to the TEC members who sit on the Thames RFCC regarding a levy increase of 1.99 per cent for 2020/21.

Background

1. On 6 December 2018, London Councils' TEC received a report, which updated members on activities and progress from the seven flood partnerships in London, the Thames Flood Advisors Team, the Thames RFCC and the Environment Agency.
2. This report, through the Environment Agency (EA), presents a business case on behalf of Thames RFCC for an increase in locally raised levy (1.99 percent) to invest in flood risk management schemes across the Thames catchment.
3. There are several sources of flooding, including from rivers, the sea, groundwater, and overwhelmed drains and sewers. In urban areas, heavy rainfall can lead to surface water flooding, as the water cannot drain away quickly in built up areas. The primary piece of legislation that provides the drivers for flood risk management in England is the Flood and Water Management Act (2010)¹. The success in managing flood risk relies on Local Authorities, Water Companies, the EA and other organisations working together to support vulnerable/flood risk communities. In London's case, the Thames Regional Flood and Coastal Committee (RFCC), helps to bring together these partners across the Thames catchment, and makes it possible to manage potential flood risks.
4. The Flood and Water Management Act (2010) created the role of Lead Local Flood Authorities (LLFAs). Every London borough is a LLFA and its duties are to:
 - Develop and publish a local flood risk management strategy
 - Investigate flooding incidents
 - Establish and maintain a register of structures and features which are likely to influence a flood risk in its area.
5. The Thames RFCC is one of 12 regional committees established by the Environment Agency under the Flood and Water Management Act 2010, which implemented the recommendations of the Pitt Review: Lessons learned from the 2007 floods. It engenders partnership working by bringing together risk management authorities alongside independent members who have a specific interest in flood risk management. Its purpose, as set out by the Environment Minister, is:
 - to ensure there are coherent plans for identifying, managing and communicating flood risks across catchments
 - to encourage efficient, targeted and risk-based investment that represents value for money and benefits for local communities
 - to provide a link between the Environment Agency, local authorities, other risk management authorities, and other relevant bodies to engender mutual understanding of flood and coastal erosion risks in its area
6. There are three sources of funding for capital projects:
 - i) Grant in Aid provided by the government;
 - ii) Local levy which is paid by local authorities on an annual basis; and

¹ http://www.legislation.gov.uk/ukpga/2010/29/pdfs/ukpga_20100029_en.pdf

- iii) Third party contributions, usually secured from beneficiaries of the scheme, which could include water companies, businesses or funding from section 106 agreements following planning obligations of the Town and Country Planning Act 1990.
7. HM Treasury has made £2.6 billion of Grant in Aid available for this six-year programme nationally, which is overseen by Defra and managed by the Environment Agency. The 12 RFCCs provide advice on the prioritisation of projects and schemes that reduce the risk to flooding, ensuring local authorities' views are considered. The three conditions associated with the £2.6bn of Grant in Aid allocated to the current six-year programme are:
- i. to better protect 300,000 homes;
 - ii. to ensure 10 per cent efficiency savings, and
 - iii. to find 15 per cent partnership funding contributions.

The maximum amount of central government funding on offer to each project is based on the outcomes it achieves.

8. The Thames RFCC raises a levy in the order of £11.5m per year to support schemes within the Thames catchment. One of the uses of levy is to support local authority surface water projects through seed funding, as it recognises that surface water flooding is a significant risk within the Thames RFCC area. The levy enables local authorities to carry out investigative works that would not be otherwise funded. The Thames RFCC aims to achieve a surface water scheme in each local authority. This approach has increased the demand on levy, as more projects have come forward from local authorities.
9. In January 2015, TEC voted 'in principle' to continuously support an annual levy increase of 1.99 per cent in each year of the six-year capital project up until 2020/21, on condition to receive annual updates on progress. The business case section provides more detail on this.
10. Following this, TEC has supported levy annually 2018. This levy increase has helped Thames RFCC to maintain a sustainable programme, supporting major and longer-term flood risk schemes such as the River Thames Scheme, and the Oxford Schemes as well as supporting the early development work of many local authority surface water schemes, with some progressing into construction.
11. Thames RFCC covers an area that includes: London; Surrey; Berkshire; Hertfordshire; Oxfordshire; parts of Warwickshire; Gloucestershire; Hampshire and Essex. The London boroughs, unitary authorities and county councils in the catchment have a statutory role as Lead Local Flood Authorities. TEC appoints seven elected members to the Thames RFCC who represent their sub-regional partnerships on behalf of London.

Thames RFCC key achievements and priorities over the last financial year

12. The Risk Management Authorities in Thames RFCC better protected 4,072 homes in 18/19 against a target of 3,640 homes. A total of £63.7m funding was invested in flood risk management across the catchment. This included the construction of schemes to

manage tidal flood risk, fluvial rivers and surface water as well as investigation and appraisal work.

13. The committee continues to invest levy in several initiatives to manage flood risk. These include funding for early development work for potential schemes, and pilot initiatives to test innovation and new ways of working. Below are some examples of schemes that have benefitted from levy funding during 18/19 and some major projects supported by the committee which have received Grant in Aid funding.

Oxford Flood Alleviation Scheme:

This major project has continued to make good progress during 18/19, with the team submitting the Compulsory Purchase Order, planning application and full business case. The project team also secured a partnership funding contribution of £10m from the Highways England Designated Environment Fund. The scheme received £14m of local levy funding which has helped lever other contributions.

Sutton SuDS for Schools:

The project has been focusing on education and community engagement over the last year. The project has invested in an Education Officer on SuDS, who has delivered many community engagement opportunities including assemblies, interactive lessons and events. SuDS are expected to be delivered in Victor Seymour Infants School and Harris Junior Academy and Muschamp Primary School in summer 2019, and staff and students there have been visiting a completed site at Denmark Road to see what they can expect. Early input from the community enabled their contribution with ideas about different SuDS designs and how these can be implemented in their schools. There has also been work to create student SuDS champions in Harris Junior Academy and Muschamp Primary School. A total of 2,400 pupils and staff from participating schools, and a further 1,100 members of the public, have participated in these community events. The project is currently undertaking its procurement process to construct the most viable and affordable SuDS features for the remaining school sites. This project has received £190k from levy.

East Enfield (Gough Park) Flood Alleviation Scheme

East Enfield Flood Alleviation Scheme (Gough Park FAS) was completed earlier this year and protects 77 homes from flooding. The scheme consists of a series of drainage channels and a flood relief channel/wetland feature which collects and stores flood water where it previously affected roads and homes. With support from local levy (£140k) and other funding sources London Borough of Enfield has been able to deliver a scheme with multiple benefits including improved public access to the park, increased amenity value and improved biodiversity in the form of a wetland system.

London Strategic SuDS pilot:

This pilot project aims to determine the benefits that implementing many smaller drainage interventions across a catchment can have on surface water flood risk. The pilot is jointly funded with local levy of £750k and match funded by Thames Water. The pilot is being developed across six London boroughs; Camden, Enfield, Kingston, Hillingdon, Westminster and Southwark. The first results from London Borough of Enfield are showing that significant flood risk benefits (£4million in one Critical Drainage Area) can be achieved from maximising the integration of SuDS into planned public realm projects. This has the

added benefit of reducing costs to a point where the project has the potential to provide evidence to support this approach over the long term. Construction has also commenced in Hillingdon, with other Boroughs' schemes due to go into construction this year. The pilot is also exploring an alternative partnership funding calculator for use in urban areas, and the trial version is being shared with national Environment Agency teams and Defra.

Work will continue in the other boroughs this year where further evidence will be gathered to quantify the benefits that a long-term strategy could achieve.

Tidal Thames flood risk management:

Thames Estuary Asset Management 2100 (TEAM2100) continued its strong delivery in 2018/19 with over £6 million of efficiencies realised in the year. Construction works to remediate Trinity Hospital Wall in Greenwich commenced in late 2018, which has seen the successful application of innovative piling techniques to address issues in this logistically challenging and historic location. Overall the TEAM2100 works in the Thames RFCC reduced risk of flooding to 2,639 properties in 2018/19. The exemplary health and safety record has continued, and the team are now approaching 1.3 million hours worked on the programme without incident. Works on the resilience and reliability of the Thames Barrier and Associated Gates reduced the risk of flooding to a further 410 properties

14. Natural flood management (NFM) (working with natural processes and materials to slow the flow of water) has also featured prominently in the last year, both in schemes being delivered and in discussions with the committee. Several schemes have been successfully delivered in the Thames RFCC area, some of which were supported with local levy.
15. We have also recruited a levy funded Natural Flood Management Officer to advance our understanding of NFM features, and to map the opportunities for NFM interventions in the Thames catchment. We will build an evidence base over the next 18 months. Following this, we will provide funding for an Officer to engage with local authorities and the Environment Agency about developing schemes in the areas identified.

Thames Flood Advisors Team

16. The Thames RFCC funds a team of 12 Thames Flood Advisors, across the catchment, who supports the Lead Local Flood Authorities (LLFAs) to deliver their flood mitigation schemes. The team do this by providing technical advice, transferring skills and knowledge to Local Authorities, and through engagement with potential partners. The team also encourages the development of new LLFA-led flood schemes. London represents a significant proportion of this programme which is reflected in the team with 6 dedicated roles for London.
17. The Thames Flood Advisors are currently contributing to 34 projects across the catchment, including 22 in London. These projects, across 5 partnership areas, represent 1,300 homes in London that benefit from greater levels of flood protection.

Planned flood risk management projects in London

18. Planned investment for flood risk management projects in London between 2019/20 until 2020/21 encompasses:

- A total investment of £47.6 million of Grant in Aid investment at the Thames Barrier and Associated Gates, as well as walls and embankments along the Thames to ensure risk of tidal flooding in London remains at current levels;
- £2.4 million of Grant in Aid investment in reducing the risks from surface water flooding in London;
- £3.9 million of Grant in Aid investment to reduce the risk of flooding from rivers including large-scale schemes, such as the Graveney Siphon De-Silting, Turkey Brook Flood Alleviation Scheme and Mereway Sluice, Twickenham - Gate Replacement
- A total of £55.2 million of Grant in Aid allocated to work in London, representing 28 schemes or programmes of work in the Thames RFCC over this 2-year period.

19. As shown in Table 1 below, the Thames RFCC programme to April 2021 currently attracts a total of £262 million Grant in Aid capital funding. This is supported by a potential expenditure of £85 million of local levy across the six-years. The Thames RFCC manages the ongoing balance between levy and Grant in Aid on an annual basis.

20. Over the next two years the Thames RFCC aims to invest levy in schemes that help meet the national target for better protecting 300,000 homes by 2021. This could be to schemes where high numbers of properties are being protected, but where there is currently a funding gap.

Table 1: Planned investment in the Thames RFCC area to April 2021

Year	Properties at reduced risk	Properties at reduced risk in London	Thames RFCC Levy Investment (millions)	Grant in Aid allocation (millions)
2015/16	4,132	2,820	£4.8	£34
2016/17	3,363	2,749	£3.8	£47.9
2017/18	7,770	4,845	£9.5	£51.5
2018/19	4,072	3,272	£11.4	£47.2
2019/20	6,007	4,797	£28.4	£48.6
2020/21	5,579	3,475	£27.5	£32.9
Total	30,923	21,958	£85.4	£262.1

Note: 2015/16, 2016/17, 2017/18 and 2018/19 show actual figures, 2019/20 is based on the in-year forecast or budgets from April 2019, 2020/21 shows planned six-year programme figures from the 2019/20 published programme.

Projects overview

21. The full project list for the Thames RFCC for 2019/20 is provided in Appendix A. This list shows projects that have been allocated money in 2019/20, the source of funding and the forecasted spend.

22. Following feedback from RFCC members earlier this year, we have made some changes to the way we report programme information. The information includes the addition of the key project milestones (known as gateways) to show progress of schemes as well as forecast spend.

Business case for the 1.99% increase

23. 1.99% increase of the local levy contribution to the Thames RFCC, would total £131,876 for London in 2020/21. The 1.99% levy increase would be applied to all London Boroughs, unitary and county councils in the Thames RFCC area. Table 2 below sets out indicative levy amounts, which would be paid by each London borough in 2020/21 with a 1.99% increase.

Table 2: Indicative levy amounts with a 1.99 per cent increase

Borough	Levy paid in 2019/20	1.99% increase on levy paid in 2019/20	Estimate for levy in 2020/21 if 1.99% increase applied
London Borough of Barking & Dagenham	113,849	2,266	116,114
London Borough of Barnet	331,380	6,594	337,975
London Borough of Bexley	78,752	1,567	80,319
London Borough of Brent	220,007	4,378	224,385
London Borough of Bromley	224,110	4,460	228,569
London Borough of Camden	206,031	4,100	210,131
London Borough of Croydon	293,523	5,841	299,364
London Borough of Ealing	262,923	5,232	268,155
London Borough of Enfield	220,997	4,398	225,395
The Royal Borough of Greenwich	176,345	3,509	179,854
London Borough of Hackney	165,171	3,287	168,458
London Borough of Hammersmith & Fulham	180,435	3,591	184,026
London Borough of Haringey	175,901	3,500	179,401
London Borough of Harrow	196,356	3,907	200,263
London Borough of Havering	187,548	3,732	191,280
London Borough of Hillingdon	228,729	4,552	233,280
London Borough of Hounslow	193,955	3,860	197,814
London Borough of Islington	181,044	3,603	184,647
The Royal Borough of Kensington and Chelsea	221,805	4,414	226,219
The Royal Borough of Kingston upon Thames	142,984	2,845	145,829
London Borough of Lambeth	248,735	4,950	253,685
London Borough of Lewisham	201,262	4,005	205,267
London Borough of Merton	170,634	3,396	174,030
London Borough of Newham	179,636	3,575	183,211
London Borough of Redbridge	205,772	4,095	209,866
London Borough of Richmond upon Thames	201,396	4,008	205,404
London Borough of Southwark	235,996	4,696	240,692
London Borough of Sutton	166,751	3,318	170,069
London Borough of Tower Hamlets	224,007	4,458	228,465
London Borough of Waltham Forest	173,212	3,447	176,659
London Borough of Wandsworth	303,278	6,035	309,313
Westminster City Council	296,684	5,904	302,588
City of London	17,723	353	18,076

24. The background to the 5-year levy rolling agreement is set out below:

25. In October 2014, the Thames RFCC committee reviewed its use of levy and recognised the value it had added to developing and constructing schemes, as well as developing new schemes through investigations and ways of working through pilot initiatives. In all, the use of local levy had helped to unlock other funding sources, including Grant in Aid.

26. To ensure the best return on investment on the levy for the six-year programme, it was recognised that the levy should be increased annually. In January 2015, the Thames

RFCC considered several different values for the annual increase of levy for the length of the six-year programmes, ranging from 0% up to 5%. It was agreed in principle to increase the levy amount by 1.99% per annum until the end of 2021, with an annual vote to be taken by the appointed members of the Thames RFCC to confirm this in principle decision. The reasons for the 1.99% annual increase include:

- The need to retain the real value (i.e. adjusted for inflation) of the levy over the six years. Schemes in the six-year programme are based on present day values from when they were added to the programme, and retaining the real value is needed to account for cost inflation for all schemes;
- The Thames RFCC has supported several project investigations, particularly local authority led schemes to manage surface water flood risk. Experience tells us that most schemes arising from these investigations are unlikely to be fully Grant in Aid funded and will therefore require levy funding and further partnership funding to be completed and benefit local communities.
- Given the scale and nature of flood risk we are faced with in Thames, and particularly in London, some investigations will not result in a viable solution being found and will drop out of the programme. It is important that we can 'over-programme' in sufficient levels to compensate for this.
- We need to continue to support further investigations to strengthen the current programme and develop a robust 'pipeline' of projects beyond 2021.

27. These considerations from 2015 remain fully valid. There are a few additional advantages of having a longer-term agreement for levy. Notably, it improves the ability to plan, form partnerships and secure Partnership Funding contributions. The 'in principle' levy agreement provides certainty of funding and can help to unlock funding contributions from others.

28. Finally, it is important to note that the Thames RFCC developed its six-year programme based on the in-principle agreement, which has served its objectives to reduce flood risk well. If the levy is not increased there will be a deficit in the levy balances, which may result in the removal of approved projects currently in the programme. This will impact the number of properties that can be better protected from flooding and may result in an increased cost and damages if flooding occurs in the interim.

29. This is the final year of the 5-year rolling agreement to increase the levy by 1.99%. The committee will need to consider how it wishes to raise and allocate levy beyond 2021. Given the impacts of climate change, it is essential that we continue to invest in flood risk management and will need to invest more to make the country more resilient to more extreme weather events.

30. Proposals for a future Grant in Aid funding settlement beyond 2021 are currently being considered by Ministers. The long-term investment scenarios² prepared by the Environment Agency demonstrate the need for continued investment, particularly considering climate change predictions.

Recommendations:

Members are asked to:

² <https://www.gov.uk/government/publications/flood-and-coastal-risk-management-in-england-long-term-investment/long-term-investment-scenarios-ltis-2019>

- Note the report;
- Provide a steer to the TEC members who sit on the Thames RFCC regarding a levy increase of 1.99 per cent for 2020/21.

Financial Implications

There are no financial implications for London Councils arising from this report. If the Thames RFCC does vote for a levy increase, then all London Boroughs will need to budget for this increase in April 2020.

Legal Implications

There are no legal implications for London Councils arising from this report.

Equalities Implications

There are no equalities implications for London Councils arising from this report.

Appendix A – 2019/20 Capital Programme Project List

The table below shows all schemes currently forecasting spend in year 2019/20. Budgets are based on the 2019/20 consented programme, and therefore, there are some projects indicating a forecast with zero budget allocation. These projects are either slippages from previous years, acceleration opportunities where we have pulled forward initial assessments from future years in the consented programme or in year opportunities that are not yet in the consented programme. These projects will help form our in year over-programme. The forecast number of Homes better Protected from flooding, for 2019/20, has also been included in this table; it is worth noting that a zero entry indicates that the scheme is scheduled to deliver these benefits in a different accounting year.

The programme is actively reviewed, and schemes are managed to optimise delivery of the programme in order to maximise the number of schemes possible and the benefits that can be delivered against the total consented allocation indicated in Table 1 of the main report. To indicate change against the scheme budgets the rows have been coloured. Yellow indicates a forecast spend above budget allocation and blue indicates a forecast spend below allocation.

Interpretation:

Gateway Description

GW0	Project Mandate.
GW1	Strategic Outline Business Case (SOC) - Submission to appropriate review Board and Financial Scheme of Delegation (FSoD) approval
GW2	Outline Business Case (OBC) - Submission to appropriate review Board approval, detailed project planning
GW3	Full Business Case (FBC) - Submission to appropriate review Board and Financial Scheme of Delegation (FSoD) approval, Contract Award.
GW4	Readiness for Service
GW5	Contract Completion
GW6	Project Closure
GW7	Benefits realisation and post project appraisal

Row Colour	Indication
	Currently no change on budget allocation
	Current forecast is below its budget allocation
	Current forecast is above its budget allocation

Partnership	Project Name	RMA	Total Budget [£]	FDGiA [£]	Local Levy [£]	Public/ Private Cont's [£]	2019/20 Forecast [£]	Homes Better Protected [Forecast]	Next Gateway	Date (month)
Berkshire 5, Hampshire & West Sussex	Bourne End Flood Mitigation	Environment Agency	96,102	0	96,102	0	0	0	GW3	Apr-21
Berkshire 5, Hampshire & West Sussex	Restoration of the River Kennet at Sherman Hatches	Environment Agency	50,000	50,000	0	0	0	0	GW3	Sep-19
Berkshire 5, Hampshire & West Sussex	Restoration of the Kennet SSSI - Marlborough to Ramsbury	Environment Agency	25,000	25,000	0	0	0	0	GW1	May-19
Berkshire 5, Hampshire & West Sussex	Charvil Flood Alleviation	Environment Agency	0	0	0	0	1,000	0	GW2	
Berkshire 5, Hampshire & West Sussex	Newbury FAS	Environment Agency					1,240	0	GW5	Apr-20
Berkshire 5, Hampshire & West Sussex	Crondall Flood Alleviation Scheme	Environment Agency	0	0	0	0	1,611	0	GW1	Nov-20
Berkshire 5, Hampshire & West Sussex	North Yateley Flood Alleviation Scheme	Environment Agency	0	0	0	0	1,611	0	GW1	Nov-20
Berkshire 5, Hampshire & West Sussex	Tadley Flood Reduction Study	Environment Agency	0	0	0	0	1,611	0	GW2	Nov-21
Berkshire 5, Hampshire & West Sussex	Tudor and Cricket Hill Stream Flood Reduction Project	Environment Agency	0	0	0	0	7,104	0	GW2	

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Berkshire 5, Hampshire & West Sussex	Hurley Flood Alleviation Scheme	Environment Agency	0	0	0	0	35,278	0	GW2	Mar-21
Berkshire 5, Hampshire & West Sussex	Fleet Flood Alleviation Scheme	Environment Agency	61,360	0	61,360	0	58,525	0	GW1	May-20
Berkshire 5, Hampshire & West Sussex	Sandy Lane Ditch Flood Alleviation Scheme	Environment Agency	61,360	0	61,360	0	58,985	0	GW1	May-20
Berkshire 5, Hampshire & West Sussex	River Thames Scheme - Property Level Protection	Environment Agency					62,920	0	GW5	Oct-20
Berkshire 5, Hampshire & West Sussex	Restoration of the River Kennet SSSI at Wilderness	Environment Agency	0	0	0	0	100,000	0	GW1	Aug-19
Berkshire 5, Hampshire & West Sussex	Great Shefford Flood Mitigation	Environment Agency	200,000	0	200,000	0	155,545	0	GW2	Nov-19
Berkshire 5, Hampshire & West Sussex	River Lambourn SAC - Shaw Gauging station removal and river restoration	Environment Agency	0	0	0	0	250,000	0	GW1	Jun-18
Berkshire 5, Hampshire & West Sussex	River Thames Scheme - Community Resilience Measures	Environment Agency	0	0	0	0	251,908	0	GW1	Feb-17
Berkshire 5, Hampshire & West Sussex	River Kennet River Restoration at Eddington Mill	Environment Agency	280,000	210,000	0	70,000	450,000	0	GW1	Jun-18
Berkshire 5, Hampshire & West Sussex	Upper Mole FAS	Environment Agency	119,000	119,000	0	0	465,533	281	GW3	Apr-10
Berkshire 5, Hampshire & West Sussex	Reading - Caversham FAS	Environment Agency	1,710,000	145,368	1,564,632	0	2,026,767	0	GW2	Apr-20
Berkshire 5, Hampshire & West Sussex	Rectory Road, Farnborough Flood Alleviation Scheme	Hampshire CC	0	0	0	0	120,000	11	GW3	Sep-19
Berkshire 5, Hampshire & West Sussex	Sycamore Road, Farnborough Flood Alleviation Scheme	Hampshire CC	60,000	0	30,000	30,000	150,000	16	GW1	Jul-19
Berkshire 5, Hampshire & West Sussex	A32 Farringdon & Chawton - Groundwater Flood Alleviation	Hampshire CC	153,700	0	153,700	0	153,700	0	GW1	Aug-19
Berkshire 5, Hampshire & West Sussex	Buckskin Flood Alleviation Scheme, Basingstoke	Hampshire CC	2,390,000	148,000	702,000	1,540,000	3,020,000	0	GW1	Oct-17
Berkshire 5, Hampshire & West Sussex	Kingsway, Blackwater Flood Alleviation Scheme	Hart DC	0	0	0	0	40,000	0	GW1	Dec-19
Berkshire 5, Hampshire & West Sussex	Phoenix Green, Flood Alleviation Study	Hart DC	0	0	0	0	114,500	0	GW4	Mar-21
Berkshire 5, Hampshire & West Sussex	WBC Lambourn West Property Level Protection	West Berkshire Council	30,000	0	30,000	0	0	0	GW1	Dec-22
Berkshire 5, Hampshire & West Sussex	WBC North Thatcham	West Berkshire Council	30,000	0	30,000	0	0	0	GW1	May-19
Berkshire 5, Hampshire & West Sussex	Purley on Thames Property Level Protection	West Berkshire Council					28,770	18	GW4	Apr-19
Berkshire 5, Hampshire & West Sussex	Lambourn East PLP	West Berkshire Council					180,000	26	GW3	May-19
Berkshire 5, Hampshire & West Sussex	WBC Dunstan Park	West Berkshire Council	591,000	0	591,000	0	917,350	512	GW4	Dec-19

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Berkshire 5, Hampshire & West Sussex	WBC South East Thatcham Flood Alleviation Scheme	West Berkshire Council	2,083,000	0	2,023,000	60,000	2,390,000	41	GW4	Dec-19
Berkshire 5, Hampshire & West Sussex	Copthorne Stream FAS	West Sussex CC	100,000	0	0	60,000	55,000	0	GW2	Dec-19
Buckinghamshire, Luton, Slough & C. Beds	Monks Risborough surface water and groundwater scheme	Buckinghamshire CC	20,000	0	20,000	0	20,000	0	GW1	Apr-20
Buckinghamshire, Luton, Slough & C. Beds	Saunderton surface and groundwater Scheme	Buckinghamshire CC	150,000	0	50,000	0	150,000	0	GW3	Apr-21
Buckinghamshire, Luton, Slough & C. Beds	Marlow Surface Water Drainage Pre-Feasibility Study	Buckinghamshire CC	0	0	0	0	351,860	0	GW4	Apr-21
Buckinghamshire, Luton, Slough & C. Beds	Pednornmead End, Chesham Surface Water and Ground Water Management Scheme	Buckinghamshire CC	1,407,731	407,731	0	1,000,000	407,731	0	GW3	May-19
Buckinghamshire, Luton, Slough & C. Beds	Dunstable Catchment Flood Alleviation Scheme (FAS)	Central Bedfordshire Council	0	0	0	0	800,000	0	GW1	Jul-17
Buckinghamshire, Luton, Slough & C. Beds	Eton Wick Flood Alleviation	Environment Agency					1,000	0		
Buckinghamshire, Luton, Slough & C. Beds	Colnbrook - County Ditch & Colne Brook	Environment Agency	0	0	0	0	6,505	0	GW2	Mar-20
Buckinghamshire, Luton, Slough & C. Beds	Stoke Brook Flood Alleviation Scheme, Aylesbury	Environment Agency	0	0	0	0	50,000	0	GW1	Jan-19
Buckinghamshire, Luton, Slough & C. Beds	Cores End FRMS	Environment Agency	104,000	0	104,000	0	171,173	0	GW2	Jul-20
Buckinghamshire, Luton, Slough & C. Beds	Houghton Brook Flood Storage Area	Environment Agency	4,290,444	626,815	3,000,000	149,565	335,989	0	GW3	Nov-19
Buckinghamshire, Luton, Slough & C. Beds	Marlow FAS	Environment Agency	788,343	748,343	0	0	985,487	0	GW4	Dec-19
Buckinghamshire, Luton, Slough & C. Beds	Luton Town Centre Flood Alleviation Scheme	Luton BC	250,000	0	250,000	0	0	0	GW3	Apr-22
Buckinghamshire, Luton, Slough & C. Beds	Dallow, Bury Park and High Town Flood Alleviation Scheme	Luton BC	40,000	0	40,000	0	199,853	0	GW1	Dec-19
Buckinghamshire, Luton, Slough & C. Beds	Luton Airport Parkway and Vauxhall Way Flood Alleviation Scheme	Luton BC	70,000	0	70,000	0	199,979	0	GW1	Dec-19
Buckinghamshire, Luton, Slough & C. Beds	Bramingham Flood Alleviation Scheme	Luton BC	147,000	0	147,000	0	370,000	0	GW2	Aug-19
Essex and Thurrock	Frog Island Tidal Sluices Penstock Automation	Environment Agency					5,004	0	GW5	Nov-19
Essex and Thurrock	Oval Road Pumping Station, Dagenham - Refurbishment	Environment Agency					5,004	0	GW5	Jan-20
Essex and Thurrock	Rainham Tidal Sluice, Rainham - Power Supply	Environment Agency					5,004	100	GW5	Jan-20
Essex and Thurrock	Hillman Cottages FAS	Environment Agency					57,585	0	GW5	Jul-19
Essex and Thurrock	Stanstead Mountfitchet Flood Alleviation Scheme	Environment Agency	0	0	0	0	306,000	26	GW2	May-19
Essex and Thurrock	Rammey Sluice, Waltham Abbey - Replacement of Flood Control Structure	Environment Agency	100,000	0	100,000	0	318,962	0	GW2	Aug-18
Essex and Thurrock	Brentwood Surface Water FAS	Essex CC					49,363	26	GW4	May-19

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Hertfordshire	Hardmead and Stanstead Radial Gate Replacement (Amwell)	Environment Agency					5,400	0	GW4	Jul-19
Hertfordshire	Hardmead and Stanstead Radial Gate Replacement	Environment Agency	100,000	0	100,000	0	226,117	0	GW3	May-21
Hertfordshire	Hardmead and Stanstead Radial Gate Replacement (Hardmead)	Environment Agency					226,817	0	GW3	May-21
Hertfordshire	Little Hadham A120 Bypass flood storage area	Environment Agency	2,197,840	0	2,197,840	0	1,314,010	0	GW3	Jun-19
Hertfordshire	Travellers Lane, Hatfield Flood Alleviation Scheme	Hertfordshire CC	30,000	0	10,000	20,000	0	0	GW1	Sep-18
Hertfordshire	Welwyn Garden City & Stevenage Flood Alleviation & SuDS Retrofit Partnership Scheme	Hertfordshire CC	20,000	0	0	20,000	0	0	GW1	Apr-21
Hertfordshire	Stevenage Brook Roebuck Gate Combined Flood Risk Assessment	Hertfordshire CC	40,000	0	40,000	0	10,000	0	GW1	Mar-20
Hertfordshire	Chapel Lane, Long Marston Local Drainage Flood Alleviation	Hertfordshire CC	20,000	0	10,000	10,000	13,500	0	GW1	Sep-20
Hertfordshire	Redbourn (Rose Acre, Ridgedown, Snatchup, Lybury Lane) Surface Water Management	Hertfordshire CC	0	0	0	0	17,000	0	GW4	Mar-22
Hertfordshire	Hertfordshire Natural Flood Management	Hertfordshire CC	130,000	0	130,000	0	100,000	0	GW3	Nov-19
Hertfordshire	Hertfordshire County-Wide Property Level Resilience Pilot Programme	Hertfordshire CC	180,000	34,000	94,000	52,000	128,000	30	GW4	Mar-20
London Central North	Sustainable Drainage Systems in Royal Borough of Kensington and Chelsea	Kensington and Chelsea London Borough					50,000	0	GW2	Oct-19
London Central North	Westminster North West Strategy	LB Westminster	0	0	0	0	70,000	0	GW1	Dec-18
London Central North	Churchill Gardens Flood Alleviation Scheme	LB Westminster	1,900,000	97,872	1,802,128	0	150,000	0	GW2	Jul-19
London Central South	Thames Assets Works	Environment Agency					25,653	0	GW6	
London Central South	Graveney FAS	Environment Agency	446,000	100,000	346,000	0	114,080	0	GW2	Sep-19
London Central South	Lower Mole FAS Major Refurbishment Works	Environment Agency	789,000	789,000	0	0	727,225	0	GW2	Nov-19
London Lee	Lower Pinn Flood Alleviation Scheme	Environment Agency	344,000	10,000	0	0	10,000	0	GW1	Apr-21
London Lee	Pinner and Hatch End Flood Alleviation Scheme	Environment Agency	10,000	10,000	0	0	10,000	0	GW1	Apr-21
London Lee	Salmons Brook Flood Alleviation Scheme	Environment Agency	63,500	63,500	0	0	35,347	0	GW6	Mar-21
London Lee	East Ruislip Flood Alleviation Scheme	Environment Agency	150,000	0	150,000	0	220,167	0	GW2	Apr-20
London Lee	Enfield Town Flood Alleviation Scheme	LB Enfield	0	0	0	0	0	16	GW4	Mar-21
London Lee	Bullsmoor Lane Flood Alleviation Scheme	LB Enfield	0	0	0	0	10,000	0	GW1	Dec-20
London Lee	Pymmes Brook Constructed Wetlands Project	LB Enfield	16,000	0	10,000	6,000	10,000	0	GW1	Jul-20
London Lee	Green Lanes Flood Alleviation Scheme	LB Enfield	20,000	20,000	0	0	20,000	0	GW1	Apr-20
London Lee	Salmons Brook Natural Flood Management	LB Enfield	69,000	0	52,000	8,000	52,000	0	GW4	Mar-21
London Lee	London Strategic SuDS Pilot	LB Enfield	700,000	0	400,000	300,000	400,000	0	GW4	Mar-20
London Lee	Turkey Brook Flood Alleviation Scheme	LB Enfield	723,000	336,430	40,570	346,000	743,000	181	GW1	Jul-19
London Lee	Isle of Dogs Surface Water Study	LB Tower Hamlets	30,000	0	30,000	0	0	0	GW1	Sep-21
London North East	Assessing Risk from Bridges and Culverts	Environment Agency	200,000	200,000	0	0	3,300	0	GW1	Sep-19
London North East	River Rom Flood Alleviation scheme	Environment Agency	50,000	50,000	0	0	47,272	0	GW1	Jul-19
London North East	Future Thames Barrier sites	Environment Agency					120,000	0		

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London North East	The River Roding Project	Environment Agency	1,383,999	0	1,383,999	0	1,070,172	0	GW2	Jul-19
London North East	Parsloes Park Surface Water Project	LB Barking and Dagenham	0	0	0	0	50,000	0	GW1	Nov-18
London North East	Rylands Estate Surface Water Flood Risk Project	LB Barking and Dagenham	50,000	0	50,000	0	50,000	0	GW1	Feb-18
London North East	Havering Park Flood Mitigation Scheme	LB Havering	60,000	60,000	0	0	0	0	GW2	
London North East	Rise Park and North Romford Flood Alleviation Scheme	LB Havering	49,985	0	49,985	0	49,985	0	GW1	Feb-18
London North East	Seven Kings Water Flood Alleviation Scheme	LB Redbridge	100,000	75,000	0	25,000	0	0	GW1	Apr-17
London North East	Clayhall Flood Alleviation Scheme	LB Redbridge	884,000	633,770	250,230	0	635,000	0	GW4	Dec-19
London South East	Lewisham and Catford FAS	Environment Agency	0	0	0	0	-114,670	0	GW3	May-20
London South East	TE2100 Habitat Creation	Environment Agency	0	0	0	0	169	0	GW4	Mar-20
London South East	Kyd Brook FAS	Environment Agency	0	0	0	0	4,000	0	GW2	
London South East	St James Stream at Upper Elmers End	Environment Agency	0	0	0	0	10,716	0	GW2	Jul-19
London South East	The Beck (East Branch) at Langley Park flood alleviation study	Environment Agency	200,000	100,000	100,000	0	15,239	0	GW2	Sep-19
London South East	Ravensbourne (East Branch) at Southborough flood alleviation study	Environment Agency	300,000	200,000	100,000	0	61,707	0	GW1	Oct-16
London South East	Lake 4 PS priority works	Environment Agency	0	0	0	0	149,998	0	GW5	Jun-19
London South East	TBAG2 PLA Thames Barrier Act Navigation Reimbursements	Environment Agency	265,000	265,000	0	0	306,000	0	GW6	
London South East	Graveney Siphon De-Silting	Environment Agency	600,000	300,000	300,000	0	314,960	116	GW1	Sep-19
London South East	Sutcliffe Park Trash Screen	Environment Agency	0	0	0	0	355,000	0	GW4	Mar-19
London South East	TBAG Drive Equipment	Environment Agency	894,378	894,378	0	0	751,619	200	GW3	Mar-11
London South East	Thames Estuary Phase 1 Programme (TTD)	Environment Agency	32,919,458	32,838,458	0	81,000	25,920,111	3,480	GW4	Mar-24
London South East	NFM - Clothworkers Wood - Wet Woodland Flood Storage Scheme	RB Greenwich	0	0	0	0	112,300	0	GW4	Mar-19
London South West	Surbiton Stream Flood Alleviation Scheme	Environment Agency	0	0	0	0	5,181	0	GW2	
London South West	Beverley Brook at Worcester Park	Environment Agency	0	0	0	0	25,000	0	GW5	Jul-19
London South West	Marsh Dykes sluice repairs and permanent access works	Environment Agency	100,000	100,000	0	0	67,263	0	GW4	Mar-20
London South West	Barnes Flood Alleviation Scheme	Environment Agency	500,000	500,000	0	0	487,745	0	GW2	Mar-19
London South West	Mereway Sluice, Twickenham - Gate Replacement	Environment Agency	1,406,453	1,406,453	0	0	1,346,320	545	GW2	Jul-18
London South West	CDA 09 - New Malden North Flood Alleviation Scheme	LB Kingston upon Thames	50,000	0	50,000	0	0	0	GW2	May-19
London South West	CDA 18 Hook Kelvin Grove Flood Alleviation Scheme	LB Kingston upon Thames	50,000	0	50,000	0	0	0	GW2	May-19
London South West	Wimbledon Park Lake Reservoir Safety and Desilting Project	LB Merton	250,000	0	0	250,000	0	0	GW4	May-20
London South West	Peckham Rye Flood Alleviation Scheme	LB Southwark	1,172,600	597,600	0	0	0	0	GW1	Jul-19
London South West	Wandle East Sutton J2 & J3 Flood Alleviation Scheme	LB Sutton	220,041	0	220,041	0	0	0	GW1	Apr-19

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London South West	South Beddington Flood Alleviation Scheme	LB Sutton	0	0	0	0	14,840	0	GW1	Oct-15
London South West	CDA 22 - Worcester Park Surface Water Flood Alleviation Scheme	LB Sutton	323,000	0	50,000	273,000	26,619	0	GW2	Jan-20
London South West	SuDS in Sutton's Schools	LB Sutton	558,661	137,000	190,000	231,661	327,000	0	GW2	
London West	Tokington Flood Alleviation Scheme	Environment Agency	0	0	0	0	25,000	0	GW2	Apr-20
London West	Woodcock Park Flood Alleviation scheme	LB Brent	15,000	0	15,000	0	15,000	0	GW4	May-26
London West	Critical Drainage Area 003 - Carr Road, Northolt	LB Ealing	0	0	0	0	30,000	0	GW2	Jun-19
London West	Critical Drainage Area 005 - Yeading Lane, Southall	LB Ealing	0	0	0	0	30,000	0	GW2	Jun-19
London West	Critical Drainage Area 041 - Beech Avenue, East Acton	LB Ealing	0	0	0	0	30,000	0	GW2	Jun-19
London West	Critical Drainage Area 008 - Northfield Avenue Surface Water Study	LB Ealing	0	0	0	0	92,000	0	GW2	May-19
London West	Greenford Flood Management Scheme	LB Ealing	100,000	100,000	0	0	100,000	0	GW2	Jun-19
London West	Roxbourne Stream and Yeading Brook East Flood Alleviation Scheme	LB Harrow	50,000	50,000	0	0	0	0	GW1	Apr-20
London West	Wealdstone Brook Flood Alleviation Scheme	LB Harrow	0	0	0	0	60,000	0	GW1	Jun-19
London West	London Road to Whitchurch Lane (CDA074) Flood Alleviation Scheme	LB Harrow	0	0	0	0	350,000	0	GW1	Dec-19
London West	Headstone Flood Alleviation Scheme	LB Harrow	535,898	217,898	50,000	268,000	960,000	0	GW2	May-19
London West	Brentford North Flood Alleviation Scheme	LB Hounslow	300,000	0	300,000	0	32,466	0	GW1	Mar-19
London West	Hounslow Town Centre Flood Alleviation Scheme	LB Hounslow	300,000	0	300,000	0	150,000	0	GW1	Mar-20
Oxfordshire, Swindon & 4 Shires	Banbury FAS	Environment Agency					-22,477	0	GW5	Apr-20
Oxfordshire, Swindon & 4 Shires	East Hagbourne	Environment Agency	0	0	0	0	-500	0	GW1	May-25
Oxfordshire, Swindon & 4 Shires	Steventon and Milton	Environment Agency	0	0	0	0	1,000	0	GW1	Apr-20
Oxfordshire, Swindon & 4 Shires	Sutton Courtenay Flood Risk Management Scheme	Environment Agency	0	0	0	0	1,000	0	GW1	
Oxfordshire, Swindon & 4 Shires	Abingdon St Helens Wharf Mill Wall	Environment Agency					6,174	0	GW6	
Oxfordshire, Swindon & 4 Shires	Benson Flood Risk Management Scheme	Environment Agency	0	0	0	0	8,669	0	GW2	
Oxfordshire, Swindon & 4 Shires	Boundary Brook Catchment (Florence Park) Flood Alleviation	Environment Agency	50,000	0	50,000	0	10,592	0	GW2	
Oxfordshire, Swindon & 4 Shires	Witney	Environment Agency	20,000	0	20,000	0	16,976	0	GW1	Aug-19
Oxfordshire, Swindon & 4 Shires	Haydon Wick FAS	Environment Agency					19,997	0	GW6	
Oxfordshire, Swindon & 4 Shires	Bicester Town Brook	Environment Agency					20,000	0		

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Oxfordshire, Swindon & 4 Shires	Bourton on the Water	Environment Agency					22,566	0	GW2	
Oxfordshire, Swindon & 4 Shires	Chalgrove Flood Risk Management Scheme	Environment Agency	0	0	0	0	30,882	0	GW2	Mar-21
Oxfordshire, Swindon & 4 Shires	NFM - The Evenlode NFM/WFD Project	Environment Agency	177,000	25,000	50,000	55,000	110,000	0	GW4	Mar-21
Oxfordshire, Swindon & 4 Shires	Henley-on-Thames	Environment Agency	0	0	0	0	117,778	0	GW1	Apr-26
Oxfordshire, Swindon & 4 Shires	Abingdon River Ock Flood Storage Area	Environment Agency	1,488,000	0	300,000	1,188,000	174,860	0	GW3	Nov-19
Oxfordshire, Swindon & 4 Shires	Godstow Weir B refurbishment	Environment Agency					178,859	0	GW1	Dec-13
Oxfordshire, Swindon & 4 Shires	Oxford Flood Alleviation Scheme	Environment Agency	27,090,000	5,000,000	3,740,000	18,350,000	3,930,790	0	GW3	Aug-20
Oxfordshire, Swindon & 4 Shires	Woodford Halse and Hinton Flood Alleviation Scheme	Northamptonshire CC	30,000	0	30,000	0	30,000	0	GW1	Jun-16
Oxfordshire, Swindon & 4 Shires	Didcot Flood Alleviation Project	Oxfordshire CC	20,000	20,000	0	0	20,000	0	GW1	
Oxfordshire, Swindon & 4 Shires	Covingham & Nythe Flood Alleviation Strategy, Swindon, River Cole, Series of Flood Defence Measures	Swindon BC	0	0	0	0	225,000	0	GW1	Mar-19
Surrey	Redhill FAS	Environment Agency	254,000	254,000	0	0	0	0	GW2	
Surrey	Stoke d'Abernon Flood Alleviation Scheme	Environment Agency	50,000	0	50,000	0	0	0	GW1	Oct-17
Surrey	Paddle Rymer Package 2	Environment Agency					3,400	0	GW6	
Surrey	Crawley Villages Options Investigations	Environment Agency	0	0	0	0	5,000	0	GW1	Mar-18
Surrey	West Thames Packaged Projects	Environment Agency					7,166	0	GW5	May-20
Surrey	Addlestone Flood Alleviation Scheme	Environment Agency	61,000	0	61,000	0	26,683	0	GW1	May-20
Surrey	Chobham South Flood Attenuation Scheme	Environment Agency	60,000	0	60,000	0	59,985	0	GW1	May-20
Surrey	Windlesham Flood Alleviation Scheme	Environment Agency	60,000	0	60,000	0	59,998	0	GW1	May-20
Surrey	Bagshot Flood Alleviation Scheme	Environment Agency	90,000	0	90,000	0	73,954	0	GW2	May-20
Surrey	Byfleet and Weybridge Flood Alleviation Scheme	Environment Agency	484,000	0	484,000	0	260,000	0	GW2	Apr-20
Surrey	NFM - NFM Dorking FAS	Environment Agency	280,000	0	0	0	278,095	0	GW4	Mar-20
Surrey	Guildford Flood Alleviation Scheme	Environment Agency	1,476,000	0	770,000	0	280,000	0	GW2	Apr-20
Surrey	Leatherhead and Fetcham Flood Alleviation Scheme	Environment Agency	700,000	350,000	350,000	0	317,891	0	GW2	Aug-19
Surrey	River Thames Scheme - Programme Delivery	Environment Agency	700,000	0	700,000	0	771,949	0	GW2	Apr-20
Surrey	Godalming Flood Alleviation Scheme	Environment Agency	695,000	0	695,000	0	1,468,981	63	GW4	Sep-19
Surrey	River Wey Weir Refurbishment	Environment Agency	3,043,206	2,963,206	0	80,000	2,986,862	167	GW1	Feb-13
Surrey	River Thames Scheme - Capacity Improvements and Flood Channel	Environment Agency	3,600,000	1,000,000	1,600,000	1,000,000	5,470,856	0	GW2	Apr-20
Surrey	North Holmwood Flood Alleviation Scheme	Surrey CC	15,000	0	15,000	0	0	0	GW1	Apr-17
Surrey	Camberley (SW) Flood Alleviation Scheme	Surrey CC	0	0	0	0	15,000	0	GW1	Dec-18

Partnership	Project Name	RMA	Total Budget [£]	FDGiA [£]	Local Levy [£]	Public/ Private Cont's [£]	2019/20 Forecast [£]	Home Better Protected [Forecast]	Next Gateway	Date (month)
Surrey	Cranleigh Flood Alleviation Scheme	Surrey CC	0	0	0	0	15,000	0	GW1	Mar-19
Surrey	Reigate Town Centre FAS	Surrey CC					15,000	0	GW2	Dec-19
Surrey	Vale Farm Road, Woking Flood Alleviation Scheme	Surrey CC	0	0	0	0	15,000	0	GW3	Oct-19
Surrey	Middle Bourne Flood Alleviation Scheme	Surrey CC	5,000	0	5,000	0	15,000	0	GW2	Jul-19
Surrey	Lower Thames Corridor Surface Water Study	Surrey CC	50,000	0	50,000	0	50,000	0	GW3	Apr-23
Surrey	Smallfield Flood Alleviation Scheme	Surrey CC	50,000	0	50,000	0	50,000	0	GW1	Nov-17
Surrey	Wellesley Close FAS	Surrey CC	50,000	0	50,000	0	50,000	0	GW1	May-18
Surrey	Chobham Flood Alleviation Scheme	Surrey CC	99,000	0	71,000	28,000	95,000	35	GW4	Mar-21
Surrey	Merryacres FAS	Surrey CC	100,000	0	100,000	0	100,000	0	GW1	May-18
Surrey	Hoe Valley flood alleviation and WFD Scheme	Woking BC	3,580,000	0	0	3,580,000	0	0	GW4	Mar-22
Surrey	Sutton Green Flood Alleviation Scheme	Woking BC					150,000	23	GW4	Mar-19
Various	HNL MEICA Strategically Important Assets	Environment Agency					1,367	0	GW1	
Various	Thames Weirs Capital Investment Plan	Environment Agency					53,528	0	GW1	
Various	Thames Weirs Gates Replacement	Environment Agency					123,553	0	GW4	Nov-20
Various	Thames Catchment Flood Storage	Environment Agency	250,000	0	250,000	0	246,421	0	GW5	Apr-20
Various	TEP Review	Environment Agency	300,000	300,000	0	0	426,075	0	GW2	Jun-20
Various	Thames RFCC Levy Posts 16/17 to 20/21	Environment Agency					660,000	0	GW4	Mar-21

London Councils' Transport & Environment Committee

New Wandsworth Byelaws – Setting Penalty Levels

Item no:
16

Report by:	Paulius Mackela	Job title:	Principal Policy & Project Officer
Date:	13 June 2019		
Contact Officer:	Paulius Mackela		
Telephone:	020 7934 9829	Email:	Paulius.mackela@londoncouncils.gov.uk

Summary	This report provides the results of the new Wandsworth Parks and Open Spaces Byelaws consultation which was run on behalf of TEC from 26 April 2019 to 26 May 2019.
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Recommendations	<p>The Committee is asked to:</p> <ul style="list-style-type: none">• Note the consultation outcome;• Agree to set a fixed penalty level of £80 for breaches to the new Wandsworth Park and Open Spaces Byelaws;• Agree to set the level of reduced payment at £50 if the fixed penalty is paid within 14 days from the date of the notice.
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Background

1. At its meeting on 21 March 2019 TEC agreed to public consultation about the new Wandsworth Parks and Open Spaces Byelaws. This was at the request of LB Wandsworth, which was seeking to introduce fixed penalty notices for byelaws offences in specified parks and open spaces in its borough.
2. A full list of parks and open spaces that are covered by the new Wandsworth byelaws is provided at Appendix A. By way of summary, they include byelaws relating to damage and injury of plants and assets; trespass; erecting buildings and obstructions; restrictions on vehicles and traffic; keeping animals under control and not disturbing wildlife; nuisance behaviours; sale and advertising including plying for hire; disruptions to the peace of others, for example public meetings or playing music; soliciting or gathering money; requiring permission for games and other activities except in places specified by the council; and obstructing officers of the council.

Public consultation

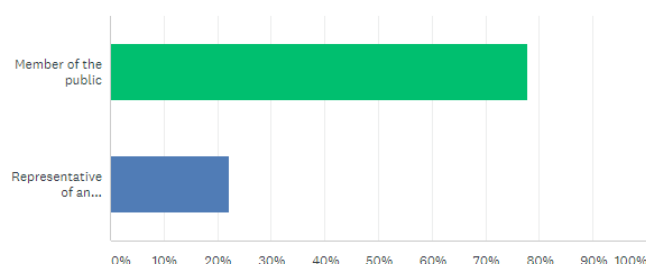
3. The public consultation ran from Friday 26 April 2019 to Sunday 26 May 2019. The consultation was web-based but London Councils requested that LB Wandsworth displayed posters prominently in the parks and open spaces affected by these byelaws indicating a consultation was happening. A QR code as well as web links¹ were provided to enable people to respond directly to the consultation. LB Wandsworth displayed posters as requested.
4. Invitations to respond to the consultation were sent to all London boroughs by London Councils' officers, as well as borough Heads of Parks and all Friends of Parks Groups – information held by Parks for London and sent on our behalf. It was also shared on social media platforms.

Results of the consultation

5. 46 people responded to the consultation. Of those who responded, 35 people (77.78% per cent) were members of the public. 10 respondents were representatives of organisations (22.22% per cent). One person skipped the question.

Are you responding as a:

Answered: 45 Skipped: 1



ANSWER CHOICES	RESPONSES	
Member of the public	77.78%	35
Representative of an organisation	22.22%	10
TOTAL		45

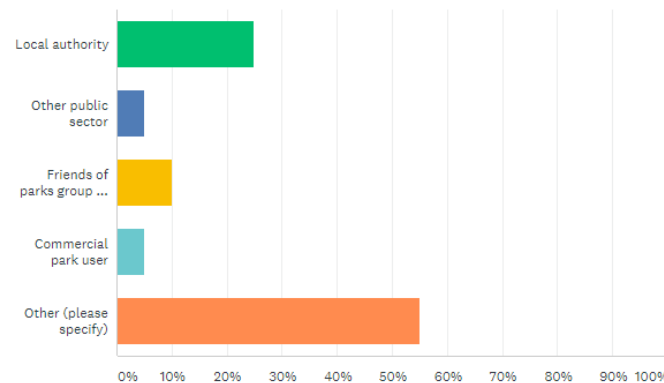
¹ Available here: <https://www.londoncouncils.gov.uk/node/32021>

6. The representatives from organisations were as follows:

- Five from local authorities;
- One from another part of the public sector;
- Two from Friends of Parks / Management Advisory Committees;
- One from a commercial park user;
- And eleven from 'other'. These encompassed a residents association, a charitable trust responsible for parks and open spaces, a parks contractor for a local authority and an amenity society.

Which of the following best describes your organisation (if relevant)?

Answered: 20 Skipped: 26



ANSWER CHOICES	RESPONSES	
Local authority	25.00%	5
Other public sector	5.00%	1
Friends of parks group / Management Advisory Committee	10.00%	2
Commercial park user	5.00%	1
Other (please specify)	55.00%	11

7. Members of the public were asked to give the first part of their postcode so we could establish levels of response of local parks users.

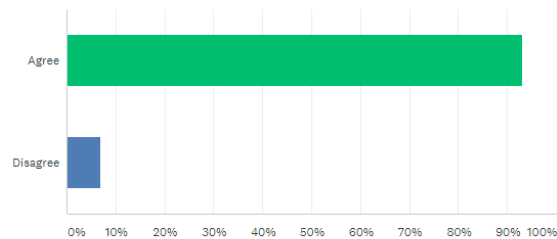
8. The majority of respondents (40 people) were from LB Wandsworth. We also received one response from each of the following boroughs: Bromley, Ealing, Enfield and Waltham Forest.

Introducing fixed penalty notices

9. 41 respondents (93.18 per cent) agreed that fixed penalty notices should be introduced for byelaw offences instead of prosecution. 3 people (6.82 per cent) disagreed with this. Two people skipped the question.

Do you agree or disagree that the option of paying a fixed penalty notice for byelaw offences rather than being prosecuted in the Magistrates' Court, should be possible?

Answered: 44 Skipped: 2



ANSWER CHOICES	RESPONSES
Agree	93.18% 41
Disagree	6.82% 3
TOTAL	44

10. Of the 41 respondents who agreed with the proposal, 31 people were members of the public, meaning 88.57 per cent of members of the public who responded agreed with the proposal. All 10 representatives of organisations agreed with the proposal (100 per cent).

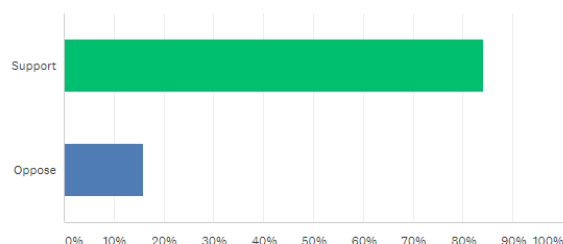
11. Of the 3 people who disagreed with the proposal, all of them responded as members of the public.

Proposal for fixed penalty level to be set at £80

12. 37 respondents (84.09 per cent) supported the proposal for fixed penalty notices to be set at £80. 7 people (15.91 per cent of respondents) opposed this proposal.

Do you support or oppose the proposal that the level of penalty is £80 (N.B. this is in line with other similar anti-social behaviour offences such as littering, graffiti and fly posting)?

Answered: 44 Skipped: 2



ANSWER CHOICES	RESPONSES
Support	84.09% 37
Oppose	15.91% 7
TOTAL	44

13. Of the 37 respondents who supported the penalty being set at £80, 27 of them were members of the public (72.97 per cent). All 10 representatives from organisations supported the £80 penalty (100 per cent).

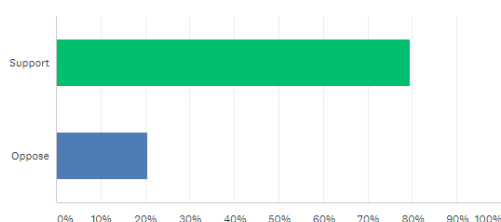
14. Of the 7 people who disagreed with the proposal, all of them responded as members of the public.

Proposal of reduced penalty of £50 if paid within 14 days

15. Legislation requires the level of penalty to be reduced if paid early. The consultation asked if £50 was the right amount to reduce the penalty to, if paid within 14 days. 35 people (79.55 per cent) supported this proposal. 9 respondents (20.45 per cent) opposed this proposal.

Legislation requires the amount of penalty to be reduced if paid early. Do you support or oppose the proposal that the level of penalty should be reduced to £50 if paid within 14 days?

Answered: 44 Skipped: 2



ANSWER CHOICES	RESPONSES
Support	79.55% 35
Oppose	20.45% 9
TOTAL	44

16. Of the 35 respondents who supported this proposal, 26 people were members of the public (74.29 per cent) and 9 people were representatives of organisation (25.71 per cent).

17. 8 members of the public and one organisation representatives opposed this proposal.

Comments received to the consultation

18. The consultation also enabled people to leave comments relating to the proposals. 27 of the 46 people who responded to the consultation chose to do this.

19. Of the 27 comments received, 4 expressed explicit support for the proposals; 6 expressed explicit opposition; and for 17 comments it was not positive to identify whether the respondent was positive or negative. Majority of the responses were very short and did not have any suggestions or considerable feedback on the byelaws. The ones that did, however, are listed below.

20. One comment related to the penalty level proposed being too low and two comments related to the penalty level proposed being too high.

21. One respondent suggested that if the fixed penalty is paid within 14 days from the date of the notice, it should be £40.

22. Three comments raised questions about the enforcement of the proposed byelaws. Respondents queried whether the council had enough staff to enforce the byelaws adequately and raised a lack of trust in council enforcement officers generally.

23. One person felt these fixed penalties should apply borough wide because the listed offences affect all residents.

24. One respondent raised concerns that cycling was prohibited in parks by these byelaws. By contrast, two comments highlighted the problem of cycling where cycling was not permitted and hoped these issues would be addressed through the byelaws.

Next steps

25. If TEC decides to set a fixed penalty level and a discounted amount for early payment for the new Wandsworth Byelaws, London Councils will communicate this to the Secretary of State, as required by the legislation.
26. The fixed penalty notice levels for the new Wandsworth Byelaws will come into force one month after the day of the notice to the Secretary of State, unless before this period ends he objects to the level of penalty, in which case they do not come into force.
27. If the Secretary of State considers the level of penalty excessive, he can make regulations reducing the level of fixed penalty notices.
28. In the event that the Secretary of State did make regulations, TEC would not be able to set any further fixed penalty notices for these or similar byelaws for 12 months.
29. London Councils will communicate to LB Wandsworth whether the level of penalty comes into force or is objected to by the Secretary of State. London Councils will inform all other boroughs of the outcome in the Chair's Report at the next TEC meeting.

Recommendations

The Committee is asked to:

- Note the consultation outcome;
- Agree to set a fixed penalty level of £80 for breaches to the new Wandsworth Park and Open Spaces Byelaws;
- Agree to set the level of reduced payment at £50 if the fixed penalty is paid within 14 days from the date of the notice.

Financial Implications

There are no financial implications to London Councils arising from this report.

Legal Implications

TEC is asked to set the level of fixed penalty for breaches to the new Wandsworth Byelaws in LB Wandsworth only.

Equalities Implications

LB Wandsworth has produced an Equalities Impact Assessment, which was provided to TEC on 21 March 2019 and is also attached below as Appendix B.

Wandsworth Borough Council
BYELAWS FOR PLEASURE GROUNDS, PUBLIC WALKS
AND OPEN SPACES

ARRANGEMENT OF BYELAWS

PART 1
GENERAL

1. General interpretation
2. Application
3. Opening times

PART 2
PROTECTION OF THE GROUND, ITS WILDLIFE AND THE PUBLIC

4. Protection of structures and plants
5. Unauthorised erection of structures
6. Climbing
7. Grazing
8. Protection of wildlife
9. Gates
10. Camping
11. Fires
12. Missiles
13. Interference with life-saving equipment

PART 3
HORSES, CYCLES AND VEHICLES

14. Interpretation of Part 3
15. Horses
16. Cycling
17. Motor vehicles

² Also available here:

http://www.wandsworth.gov.uk/downloads/file/9940/wandsworth_council_parks_and_open_spaces_byelaws

18. Overnight parking

PART 4

PLAY AREAS, GAMES AND SPORTS

- 19. Interpretation of Part 4
- 20. Children's play areas
- 21. Children's play apparatus
- 22. Skateboarding, etc
- 23. Ball games
- 24. Ball games - rules
- 25. Cricket
- 26. Archery
- 27. Field sports
- 28. Golf

PART 5

WATERWAYS

- 29. Interpretation of Part 5
- 30. Bathing
- 31. Ice skating
- 32. Model boats
- 33. Boats
- 34. Fishing
- 35. Pollution
- 36. Blocking of watercourses

PART 6

MODEL AIRCRAFT

- 37. Interpretation of Part 6
- 38. Model aircraft

PART 7

OTHER REGULATED ACTIVITIES

- 39. Provision of services
- 40. Excessive noise
- 41. Public shows and performances

- 42. Aircraft, hang-gliders and hot air balloons
- 43. Kites
- 44. Metal detectors

PART 8
MISCELLANEOUS

- 45. Obstruction
- 46. Savings
- 47. Removal of offenders
- 48. Penalty
- 49. Revocation

SCHEDULE 1 - Grounds to which byelaws apply generally

SCHEDULE 2 - Grounds referred to in certain byelaws

SCHEDULE 3 - Rules for playing ball games in designated areas

Byelaws made under section 164 of the Public Health Act 1875/sections 12 and 15 of the Open Spaces Act 1906 by Wandsworth Borough Council with respect to its pleasure grounds, public walks and open spaces.

PART 1 GENERAL

General Interpretation

1. In these byelaws:

“the Council” means Wandsworth Borough Council;

“the ground” means any of the grounds listed in Schedule 1;

“designated area” means an area in the ground which is set aside for a specified purpose, that area and its purpose to be indicated by notices placed in a conspicuous position;

“invalid carriage” means a vehicle, whether mechanically propelled or not,

- (a) the unladen weight of which does not exceed 150 kilograms,
- (b) the width of which does not exceed 0.85 metres, and
- (c) which has been constructed or adapted for use for the carriage of a person suffering from a disability, and used solely by such a person.

Application

2. These byelaws apply to all of the grounds listed in Schedule 1 unless otherwise stated.

Opening times

3. (1) No person shall enter or remain in the ground except during opening hours.
- (2) “Opening hours” means the days and times during which the ground is open to the public and which are indicated by a notice placed in a conspicuous position at the entrance to the ground.
- (3) Byelaw 3 (1) applies only to the grounds listed in Schedule 2.

PART 2 PROTECTION OF THE GROUND, ITS WILDLIFE AND THE PUBLIC

Protection of structures and plants

4. (1) No person shall without reasonable excuse remove from or displace within the ground:
- (a) any barrier, post, seat or implement, or any part of a structure or ornament provided for use in the laying out or maintenance of the ground; or

- (b) any stone, soil or turf or the whole or any part of any plant, shrub or tree.
- (2) No person shall walk on or ride, drive or station a horse or any vehicle over:
 - (a) any flower bed, shrub or plant;
 - (b) any ground in the course of preparation as a flower bed or for the growth of any tree, shrub or plant; or
 - (c) any part of the ground set aside by the Council for the renovation of turf or for other landscaping purposes and indicated by a notice conspicuously displayed.

Unauthorised erection of structures

- 5. No person shall without the consent of the Council erect any barrier, post, ride or swing, building or any other structure.

Climbing

- 6. No person shall without reasonable excuse climb any wall or fence in or enclosing the ground, or any tree, or any barrier, railing, post or other structure.

Grazing

- 7. No person shall without the consent of the Council turn out or permit any animal for which he is responsible to graze in the ground.

Protection of wildlife

- 8. No person shall kill, injure, take or disturb any animal, or engage in hunting or shooting or the setting of traps or the laying of snares.

Gates

- 9.
 - (1) No person shall leave open any gate to which this byelaw applies and which he has opened or caused to be opened.
 - (2) Byelaw 9 (1) applies to any gate to which is attached, or near to which is displayed, a conspicuous notice stating that leaving the gate open is prohibited.

Camping

- 10. No person shall without the consent of the Council erect a tent or use a vehicle, caravan or any other structure for the purpose of camping except in a designated area for camping.

Fires

- 11.
 - (1) No person shall light a fire or place, throw or drop a lighted match or any other thing likely to cause a fire.

- (2) Byelaw 11 (1) shall not apply to the lighting of a fire at any event for which the Council has given permission that fires may be lit.

Missiles

12. No person shall throw or use any device to propel or discharge in the ground any object which is liable to cause injury to any other person.

Interference with life-saving equipment

13. No person shall except in case of emergency remove from or displace within the ground or otherwise tamper with any life-saving appliance provided by the Council.

PART 3 HORSES, CYCLES AND VEHICLES

Interpretation of Part 3

14. In this Part:

“designated route” means a route in or through the ground which is set aside for a specified purpose, its route and that purpose to be indicated by notices placed in a conspicuous position;

“motor cycle” means a mechanically-propelled vehicle, not being an invalid carriage, with less than four wheels and the weight of which does not exceed 410 kilograms;

“motor vehicle” means any mechanically-propelled vehicle other than a motor cycle or an invalid carriage;

“trailer” means a vehicle drawn by a motor vehicle and includes a caravan.

Horses

15. (1) No person shall ride a horse except in the exercise of a lawful right or privilege.
- (2) Where horse-riding is permitted by virtue of a lawful right or privilege, no person shall ride a horse in such a manner as to cause danger to any other person.

Cycling

16. No person shall without reasonable excuse ride a cycle in the ground except in any part of the ground where there is a right of way for cycles or on a designated route for cycling.

Motor vehicles

17. No person shall without reasonable excuse bring into or drive in the ground a motor cycle, motor vehicle or trailer except in any part of the ground where there is a right of way for that class of vehicle.

Overnight parking

18. No person shall without the consent of the Council leave or cause or permit to be left any motor vehicle in the ground between the hours of 10p.m. and 6 a.m.

PART 4 PLAY AREAS, GAMES AND SPORTS

Interpretation of Part 4

19. In this Part:

“ball games” means any game involving throwing, catching, kicking, batting or running with any ball or other object designed for throwing and catching, but does not include cricket; and

“self-propelled vehicle” means a vehicle other than a cycle, invalid carriage or pram which is propelled by the weight or force of one or more persons skating, sliding or riding on the vehicle or by one or more persons pulling or pushing the vehicle.

Children’s play areas

20. No person aged 14 years or over shall enter or remain in a designated area which is a children’s play area unless in charge of a child under the age of 14 years.

Children’s play apparatus

21. No person aged 14 years or over shall use any apparatus stated to be for the exclusive use of persons under the age of 14 years by a notice conspicuously displayed on or near the apparatus.

Skateboarding, etc

22. No person shall skate, slide or ride on rollers, skateboards or other self-propelled vehicles in such a manner as to cause danger or give reasonable grounds for annoyance to other persons.

Ball games

23. No person shall play ball games outside a designated area for playing ball games in such a manner:
- (a) as to exclude persons not playing ball games from use of that part;
 - (b) as to cause danger or give reasonable grounds for annoyance to any other person in the ground; or
 - (c) which is likely to cause damage to any tree, shrub or plant in the ground.
24. It is an offence for any person using a designated area for playing ball games to break any of the rules set out in Schedule 3 and conspicuously displayed on a sign in the designated area when asked by any person to desist from breaking those rules.

Cricket

25. No person shall throw or strike a cricket ball with a bat except in a designated area for playing cricket.

Archery

26. No person shall engage in the sport of archery except in connection with an event organised by or held with the consent of the Council.

Field sports

27. No person shall throw or put any javelin, hammer, discus or shot except in connection with an event organised by or held with the consent of the Council.

Golf

28. No person shall drive, chip or pitch a hard golf ball.

PART 5 WATERWAYS

Interpretation of Part 5

29. In this Part:

“boat” means any yacht, motor boat or similar craft but not a model or toy boat;

“power-driven” means driven by the combustion of petrol vapour or other combustible substances;

“waterway” means any river, lake, pool or other body of water and includes any fountain.

Bathing

30. No person shall without reasonable excuse bathe or swim in any waterway.

Ice skating

31. No person shall step onto or otherwise place their weight upon any frozen waterway.

Model boats

32. No person shall operate a power-driven model boat on any waterway.

Boats

33. No person shall sail or operate any boat, dinghy, canoe, sailboard or inflatable on any waterway without the consent of the Council.

Fishing

34. No person shall in any waterway cast a net or line for the purpose of catching fish or other animals.

Pollution

35. No person shall foul or pollute any waterway.

Blocking of watercourses

36. No person shall cause or permit the flow of any drain or watercourse in the ground to be obstructed, diverted, open or shut or otherwise move or operate any sluice or similar apparatus.

PART 6 MODEL AIRCRAFT

Interpretation of Part 6

37. In this Part:

“model aircraft” means an aircraft which weighs not more than 7 kilograms without its fuel;

“power-driven” means driven by:

- (a) the combustion of petrol vapour or other combustible substances;
- (b) jet propulsion or by means of a rocket, other than by means of a small reaction motor powered by a solid fuel pellet not exceeding 2.54 centimetres in length; or
- (c) one or more electric motors or by compressed gas.

General prohibition

38. No person shall cause any power-driven model aircraft to:
- (a) take off or otherwise be released for flight or control the flight of such an aircraft in the ground; or
 - (b) land in the ground without reasonable excuse.

PART 7 OTHER REGULATED ACTIVITIES

Provision of services

39. No person shall without the consent of the Council provide or offer to provide any service for which a charge is made.

Excessive noise

40. (1) No person shall, after being requested to desist by any other person in the ground, make or permit to be made any noise which is so loud or so continuous or repeated as to give reasonable cause for annoyance to other persons in the ground by:
- (a) shouting or singing;
 - (b) playing on a musical instrument; or
 - (c) by operating or permitting to be operated any radio, amplifier, tape recorder or similar device.

- (2) Byelaw 40 (1) does not apply to any person holding or taking part in any entertainment held with the consent of the Council.

Public shows and performances

41. No person shall without the consent of the Council hold or take part in any public show or performance.

Aircraft, hang gliders and hot air balloons

42. No person shall except in case of emergency or with the consent of the Council take off from or land in the ground in an aircraft, helicopter, hang glider or hot air balloon.

Kites

43. No person shall fly any kite in such a manner as to cause danger or give reasonable grounds for annoyance to any other person.

Metal detectors

44. No person shall without the consent of the Council use any device designed or adapted for detecting or locating any metal or mineral in the ground.

PART 8 MISCELLANEOUS

Obstruction

45. No person shall obstruct:
- (a) any officer of the Council in the proper execution of his duties;
 - (b) any person carrying out an act which is necessary to the proper execution of any contract with the Council; or
 - (c) any other person in the proper use of the ground.

Savings

46. (1) It shall not be an offence under these byelaws for an officer of the Council or any person acting in accordance with a contract with the Council to do anything necessary to the proper execution of his duty.
- (2) Nothing in or done under these byelaws shall in any respect prejudice or injuriously affect any public right of way through the ground, or the rights of any person acting lawfully by virtue of some estate, right or interest in, over or affecting the ground or any part of the ground.

Removal of offenders

47. Any person offending against any of these byelaws may be removed from the ground by an officer of the Council or a constable.

Penalty

48. Any person offending against any of these byelaws shall be liable on summary conviction to a fine not exceeding level 2 on the standard scale.

Revocation

49. The byelaws made by Wandsworth Borough Council on 6 May 1924 and confirmed by the Secretary of State on 19 May 1924 relating to the ground are hereby revoked.

SCHEDULES

SCHEDULE 1

GROUND TO WHICH BYELAWS APPLY GENERALLY

The grounds referred to in byelaw 2 are:

Barn Elms Sports Centre, SW13 (Barnes)
Battersea Rise Cemetery, SW11 (Northcote)
Bramford Gardens, SW18 (Fairfield)
Causeway Spit, SW18 (Fairfield)
Christchurch Gardens, SW11 (Latchmere)
Coronation Gardens, SW18 (Southfields)
Cunliffe Street Open Space, SW16 (Furzedown)
Dover House Road Playing Fields, SW15 (Roehampton)
Elspeth Road Open Space, SW11 (Shaftesbury)
Falcon Park, SW11 (Latchmere)
Fishponds Playing Fields, SW17 (Tooting)
Fountain Road Recreation Ground, SW17 (Tooting)
Fred Wells Gardens, SW11 (St Mary's Park)
Furzedown Recreation Ground, SW17 (Furzedown)
Garratt Lane Old Burial Ground, SW18 (Fairfield)
Garratt Park, SW17 (Earlsfield)
Godley Gardens, SW18 (Wandsworth Common)
Harroway Road Open Space, SW11 (St Mary's Park)
Heathbrook Park, SW8 (Queenstown)
Huguenot Burial Ground, SW18 (Fairfield)
John Burns Playground, SW11 (Shaftesbury)
King George's Park, SW18 (Southfields)
Latchmere Recreation Ground, SW11 (Latchmere)
Lavender Gardens, SW11 (Shaftesbury)
Leader's Gardens, SW15 (Thamesfield)
Montefiore Gardens, SW8 (Queenstown)
Openview Sports Ground, SW18 (Wandsworth Common)
Petergate Open Space, SW11 (Latchmere)
Putney Lower Common Cemetery, SW15 (Thamesfield)
Putney Old Burial Ground, SW15 (East Putney)
Putney Park Lane, SW15 (West Putney)
Queenstown Road Open Space, SW8 (Queenstown)
Shillington Street Open Space, SW11 (Latchmere)
Swaby Gardens, SW18 (Earlsfield)
The Pleasance, SW15 (West Putney)
Tooting Gardens, SW17 (Tooting)

Upper Tooting Park, SW17 (Nightingale)
Waterman's Green, SW15 (Thamesfield)
York Gardens, SW11 (Latchmere)

SCHEDULE 2

GROUND'S REFERRED TO IN CERTAIN BYELAWS

OPENING TIMES BYELAW 3 (1)

Barn Elms Sports Centre, SW13 (Barnes)
Battersea Rise Cemetery, SW11 (Northcote)
Christchurch Gardens, SW11 (Latchmere)
Coronation Gardens, SW18 (Southfields)
Cunliffe Street Open Space, SW16 (Furzedown)
Dover House Road Playing Fields, SW15 (Roehampton)
Falcon Park, SW11 (Latchmere)
Fishponds Playing Fields, SW17 (Tooting)
Fountain Road Recreation Ground, SW17 (Tooting)
Fred Wells Gardens, SW11 (St Mary's Park)
Furzedown Recreation Ground, SW17 (Furzedown)
Garratt Park, SW17 (Earlsfield)
Godley Road Open Space, SW18 (Wandsworth Common)
Harroway Road Open Space, SW11 (St Mary's Park)
Heathbrook Park, SW8 (Queenstown)
Huguenot Burial Ground, SW18 (Fairfield)
John Burns Playground, SW11 (Shaftesbury)
King George's Park, SW18 (Southfields)
Latchmere Recreation Ground, SW11 (Latchmere)
Lavender Gardens, SW11 (Shaftesbury)
Leader's Gardens, SW15 (Thamesfield)
Montefiore Gardens, SW8 (Queenstown)
Openview Sports Ground, SW18 (Wandsworth Common)
Putney Lower Common Cemetery, SW15 (Thamesfield)
Putney Old Burial Ground, SW15 (East Putney)
Queenstown Road Open Space, SW8 (Queenstown)
Shillington Street Open Space, SW11 (Latchmere)
Swaby Gardens, SW18 (Earlsfield)
Tooting Gardens, SW17 (Tooting)
Upper Tooting Park, SW17 (Nightingale)

SCHEDULE 3

RULES FOR PLAYING BALL GAMES IN DESIGNATED AREAS BYELAW 24

Any person using a designated area for playing ball games is required by byelaw 24 to comply with the following rules:

- (1) No person shall play any game other than those ball games for which the designated area has been set aside.

- (2) No person shall obstruct any other person who is playing in accordance with these rules.
 - (3) Where exclusive use of the designated area has been granted to a person or group of persons by the Council for a specified period, no other person shall play in that area during that period.
 - (4) Subject to paragraph (5), where the designated area is already in use by any person, any other person wishing to play in that area must seek their permission to do so.
 - (5) Except where they have been granted exclusive use of the designated area for more than two hours by the Council, any person using that area shall vacate it if they have played continuously for two hours or more and any other person wishes to use that area.
 - (6) No person shall play in the designated area when a notice has been placed in a conspicuous position by the Council prohibiting play in that area.
-

SSA EQUALITY IMPACT AND NEEDS ANALYSIS

Directorate	Environment & Community Services
Service Area	Parks
Service/policy/function being assessed	Park & Open Space Byelaws
Which borough (s) does the service/policy apply to	Wandsworth
Staff involved	Joanna Shearer & Steve Biggs (Lead Officer)
Date approved by Policy and Review Manager	21.12.18

SUMMARY

Please summarise the key findings of the EINA.

The enforcement of the Greater London Council (GLC) Byelaws already takes place and ensures that the parks and open spaces to which they apply across the borough, remain safe places for all residents and visitors. The use of Fixed Penalty Notices (FPN) is merely an alternative means through which enforcement can take place and it is now proposed to make an application to London Councils for the use of FPN for the new Wandsworth Byelaws. As the new Wandsworth Byelaws have only recently been confirmed, the best alternative data for this EINA is that provided by the enforcement of GLC Byelaws, which have been in place for many years.

An analysis of the data based on the full year enforcement statistics for GLC offences for 2017/18 (84 prosecutions) shows that the group most likely to offend and be prosecuted for byelaw offences in parks and open spaces are white (84.53%) males (86.90%) between the ages of 25-59 (85.72%). This means that any changes are likely to impact most on this group.

Notwithstanding this, the proposals contained within this EINA will only impact upon those members of the public who choose to breach the Wandsworth Byelaws for parks and open spaces.

1. Background

Briefly describe the service/policy or function:

The Council is proposing to introduce Fixed Penalty Notices (FPN) for the enforcement of the new Wandsworth Byelaws. These byelaws relate to the proper conduct of users of the smaller parks and open spaces in Wandsworth and aim to deal with unacceptable behaviour, which is not addressed through other existing legislation, such as that which may cause distress or injury to other users, or that might damage these spaces and detract from their general enjoyment by the public.

Wandsworth Byelaw offenders are currently prosecuted through the Magistrates' Court, which can potentially lead to a criminal record. The use of FPN is an alternative means through which enforcement can take place, with the following perceived benefits:

- It will reduce Police Officer time spent preparing cases for court.
- It will increase officer time spent patrolling parks and open spaces.
- It will reduce court time spent dealing with less serious offences.

The parks and open spaces that are covered by these byelaws are listed below:

Barn Elms Sports Centre, SW13 (Barnes)

Battersea Rise Cemetery, SW11 (Northcote)

Bramford Gardens, SW18 (Fairfield)

Causeway Spit, SW18 (Fairfield)

Christchurch Gardens, SW11 (Latchmere)

Coronation Gardens, SW18 (Southfields)

Cunliffe Street Open Space, SW16 (Furzedown)

Dover House Road Playing Fields, SW15 (Roehampton)

Elspeth Road Open Space, SW11 (Shaftesbury)

Falcon Park, SW11 (Latchmere)

Fishponds Playing Fields, SW17 (Tooting)

Fountain Road Recreation Ground, SW17 (Tooting)

Fred Wells Gardens, SW11 (St Mary's Park)

Furzedown Recreation Ground, SW17 (Furzedown)

Garratt Lane Old Burial Ground, SW18 (Fairfield)

Garratt Park, SW17 (Earlsfield)

Godley Gardens, SW18 (Wandsworth Common)

Harroway Road Open Space, SW11 (St Mary's Park)

Heathbrook Park, SW8 (Queenstown)

Huguenot Burial Ground, SW18 (Fairfield)

John Burns Playground, SW11 (Shaftesbury)

King George's Park, SW18 (Southfields)

Latchmere Recreation Ground, SW11 (Latchmere)

Lavender Gardens, SW11 (Shaftesbury)

Leader's Gardens, SW15 (Thamesfield)

Montefiore Gardens, SW8 (Queenstown)

Openview Sports Ground, SW18 (Wandsworth Common)

Petergate Open Space, SW11 (Latchmere)

Putney Lower Common Cemetery, SW15 (Thamesfield)

Putney Old Burial Ground, SW15 (East Putney)

Putney Park Lane, SW15 (West Putney)

Queenstown Road Open Space, SW8 (Queenstown)

Shillington Street Open Space, SW11 (Latchmere)

Swaby Gardens, SW18 (Earlsfield)

The Pleasance, SW15 (West Putney)

Tooting Gardens, SW17 (Tooting)

Upper Tooting Park, SW17 (Nightingale)

Waterman's Green, SW15 (Thamesfield)

York Gardens, SW11 (Latchmere)

2. Analysis of need and impact

Protected group	Findings																										
Age	<p>As a matter of policy, no-one under 18 is prosecuted for byelaw offences.</p> <p>The 2011 Census data for Wandsworth provides the following breakdown by age:</p> <table border="1"> <thead> <tr> <th>Age</th><th></th></tr> </thead> <tbody> <tr> <td>0 – 17 (N/A)</td><td>55,627 – 18.12%</td></tr> <tr> <td>18 - 24</td><td>29,240 – 9.52%</td></tr> <tr> <td>25 - 59</td><td>184,559 – 60.12%</td></tr> <tr> <td>60 - 64</td><td>10,658 – 3.47%</td></tr> <tr> <td>65 - 74</td><td>14,455 – 4.71%</td></tr> <tr> <td>75 and over</td><td>12,456 – 4.06%</td></tr> </tbody> </table> <p>Data based on the full year enforcement statistics for GLC offences for 2017/18 are broken down as follows:</p> <table border="1"> <thead> <tr> <th>Age</th><th></th></tr> </thead> <tbody> <tr> <td>18 - 24</td><td>5 – 5.95%</td></tr> <tr> <td>25 - 59</td><td>72 – 85.72%</td></tr> <tr> <td>60 - 64</td><td>5 – 5.95%</td></tr> <tr> <td>65 - 74</td><td>2 – 2.38%</td></tr> <tr> <td>75 and over</td><td>0 – 0%</td></tr> </tbody> </table> <p>The majority of prosecutions are for residents aged 25-59 (85.72%) with 5.95% for residents in both the 18-25 and 60-64 age brackets. The 2011 census showed that 73% of residents are aged 18-64.</p> <p>The percentage prosecuted aged 65-74 (2.38%) and 75 and over is below the borough average. This shows that the current approach does not disproportionately impact on younger or older park visitors.</p>	Age		0 – 17 (N/A)	55,627 – 18.12%	18 - 24	29,240 – 9.52%	25 - 59	184,559 – 60.12%	60 - 64	10,658 – 3.47%	65 - 74	14,455 – 4.71%	75 and over	12,456 – 4.06%	Age		18 - 24	5 – 5.95%	25 - 59	72 – 85.72%	60 - 64	5 – 5.95%	65 - 74	2 – 2.38%	75 and over	0 – 0%
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75 and over	0 – 0%																										
Disability	Data not collected																										
Gender (sex)	<p>The 2011 Census data for Wandsworth provides the following breakdown by gender:</p> <p>Male 48.42% Female 51.58%</p> <p>Data based on the full year enforcement statistics for GLC offences for 2017/18 are broken down as follows:</p> <p>Male 73 – 86.90% Female 11 – 13.10%</p> <p>The majority of individuals prosecuted are male.</p>																										

Gender reassignment	Data not collected																		
Marriage and civil partnership	Data not collected																		
Pregnancy and maternity	Data not collected																		
Race/ethnicity	<p>The 2011 Census data for Wandsworth provides the following breakdown by race / ethnicity:</p> <table border="1"> <thead> <tr> <th>Race/ethnicity</th><th></th></tr> </thead> <tbody> <tr> <td>White</td><td>71.41%</td></tr> <tr> <td>Black</td><td>10.67%</td></tr> <tr> <td>Asian</td><td>10.86%</td></tr> <tr> <td>Other ethnic group</td><td>7.06%</td></tr> </tbody> </table> <p>Analysis shows that the majority of prosecutions are of white residents. This is above the borough average according to the 2011 Census.</p> <table border="1"> <thead> <tr> <th>Race/ethnicity</th><th></th></tr> </thead> <tbody> <tr> <td>White</td><td>71 – 84.53%</td></tr> <tr> <td>Black</td><td>5 – 5.95%</td></tr> <tr> <td>Asian</td><td>8 – 9.52%</td></tr> </tbody> </table>	Race/ethnicity		White	71.41%	Black	10.67%	Asian	10.86%	Other ethnic group	7.06%	Race/ethnicity		White	71 – 84.53%	Black	5 – 5.95%	Asian	8 – 9.52%
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Black	5 – 5.95%																		
Asian	8 – 9.52%																		
Religion and belief, including non belief	Data not collected																		
Sexual orientation	Data not collected																		

3. Impact.

Protected group	Positive	Negative
Age	<p>The enforcement of byelaws already takes place and ensures that the parks and open spaces to which they apply across the borough, remain safe places for all residents and visitors. The use of FPNs is merely an alternative means through which enforcement can take place.</p> <p>Byelaw abiding residents and visitors will not be affected by these proposals.</p>	<p>The proposals contained within this EINA will only impact negatively upon those members of the public who choose to breach the Wandsworth Byelaws for parks and open spaces.</p>

	Wandsworth Byelaw offenders are currently prosecuted through the Magistrates' Court, which can potentially lead to a criminal record. The use of FPN is an alternative means through which enforcement can take place without the potential for a criminal record.	
Disability	As age	As age
Gender (sex)	As age	As age
Gender reassignment	As age	As age
Marriage and civil partnership	As age	As age
Pregnancy and maternity	As age	As age
Race/ethnicity	As age	As age
Religion and belief, including non belief	As age	As age
Sexual orientation	As age	As age

4. Actions.

Protected group	Analysis	Actions
Age	Analysis by age shows that the current approach does not disproportionately impact on younger residents or older residents. This is likely to be the case under the proposals covered by this EINA.	<p>As the proposal is to alter the way in which the byelaws are enforced, it is important that these changes are clearly communicated to residents and park users. This will be ensured by:</p> <p>Face to face communication by Parks & Events Police Officers with park and open space users.</p> <p>Leaflets carried by Officers that explain the purpose of byelaws and the potential consequences of breaching them.</p> <p>Communication with the relevant Friends Groups and Management Advisory Committees that have been formed as consultative groups for these parks and open spaces.</p>

		Through relevant web page information and Parks Service newsletters.
Disability	As age	As age
Gender (sex)	Analysis shows that currently the majority of prosecutions are male. This is likely to be the case under the proposals covered by this EINA.	As age
Gender reassignment	As age	As age
Marriage and civil partnership	As age	As age
Pregnancy and maternity	As age	As age
Race/ethnicity	Analysis shows that the majority of prosecutions are of white residents. This is above the borough average according to the 2011 Census. This will be kept under review to ensure if the proposals are adopted to ensure BAME residents are not adversely impacted by the proposals.	As age
Religion and belief, including non belief	As age	As age
Sexual orientation	As age	As age

5. Consultation.

The proposal to introduce FPN for GLC Byelaws for parks and open spaces was consulted upon by London Councils in 2017 and received a positive response.

The proposal to introduce the new Wandsworth Byelaws for parks and open spaces was consulted upon by Wandsworth Council in 2018 and received a positive response.

The proposals contained within this EINA will be consulted upon as part of the process that will be undertaken by London Councils. Any equality considerations raised will be added to this EINA if required and mitigating actions considered.

London Councils' Transport & Environment Committee

Local Implementation Plan Funding Formula Review

Item no: 17

Report by: Alex Williams **Job title:** Director of City Planning
Date: 13 June 2019
Contact Officer: Paulius Mackela
Telephone: 020 7934 9829 **Email:** paulius.mackela@londoncouncils.gov.uk

Summary:

This paper sets out the current position on the review of the formula that is used to calculate boroughs' allocations from the 'Corridors, neighbourhoods and supporting measures' funding. This was last updated in 2010 and is no longer aligned with the new MTS.

As per TEC's agreement at the meeting on 11 October 2018 the review has been conducted by the LIP3 working group, consisting of TfL, London Councils and borough officers. The review is at the stage where initial alternative options for the formula have been produced and the implications of these have been shared with all boroughs for initial comment.

Recommendations: The Committee is asked to:

- Note the report;
- Provide any initial feedback on the proposed options.

Local Implementation Plan formula funding review

Background and rationale for the review

1. TfL allocates over £200m funding to support the boroughs each year to deliver the Mayor's Transport Strategy (MTS) in the form of:
 - Corridors, neighbourhoods and supporting measures funding – based on a 'needs' related formula to support the deliver of Local Implementation Plans (LIPs). This funding is in the order of £60m-£70m each year
 - Discretionary funding – additional scheme funding that boroughs bid for including Liveable Neighbourhoods, this varies year on year depending on the schemes being delivered
 - Strategic funding – part of London-wide programmes / packages where TfL research and analysis has identified needs on borough roads including bus priority, cycle routes and air quality initiatives, again this varies year on year depending on the schemes being delivered
 - Asset condition funding – based on asset condition surveys of the road network and structures / bridges to fund maintenance
2. The existing formula for the 'Corridors, Neighbourhoods and Supporting Measures' funding, which calculates each boroughs' share was created and agreed in 2010 when the second MTS was adopted and reflects the priorities of that strategy. It is based on metrics that are now less relevant and is arguably too complicated (with averaging and banding) so that the formula is not transparent. The publication of a new MTS in March 2018 brings with it a new focus on Healthy Streets, Vision Zero, improving air quality and significantly increasing the level of active, sustainable and efficient travel. This significant change in approach, plus new sources of data now available such as 'switchable trips' raises the question of whether the existing formula is still fit for purpose.
3. The review of the formula is being led by TfL with the assistance of the LIP3 London Councils / TfL / borough officer working group. Borough officers representing each of the five sub-regions attend the group along with London Council representatives. The working group has been meeting monthly since October to review the formula and produce one or more 'alternative options'.
4. The purpose of the review is to:
 - align the formula to the new MTS priorities and outcomes / to steer investment to the areas of most need;
 - provide a London-wide focus on the new MTS approach;
 - give the opportunity to use newer data sources e.g. switchable trips that would better reflect the relative size of the "challenge" in each borough; and
 - update to a more simple and transparent formula.

Current status and implications of the alternative options

5. The review is at the stage where the LIP3 working group has produced two initial options for revising the funding formula:

Option 1 - that updates the data in the existing formula, and

Option 2 - that is aligned to the new MTS and uses newly available data.

These options have now been presented to all boroughs through an officer presentation at LoTAG on 25 April followed by detailed borough specific briefing notes sent on 29 April. The briefing notes included the following:

- The rationale for considering a potential change to the formula;

- How the formula is currently set up and what it means for their borough;
 - Options / metrics that were considered by the working group when creating an alternative formula;
 - Details of the two working group proposals – the same formula using the latest data and an initial alternative formula with implications of both for their borough;
 - Suggesting the potential for a ‘reward scheme’ to incentivise continued good performance;
 - The engagement process, how the boroughs can respond and next steps.
6. In summary, when comparing the 2019/20 allocations to the option of keeping the formula the same but using the latest data 17 boroughs see an increase in their allocation, 16 boroughs see a decrease in their allocation and no borough’s allocation changes by more than £240K.
7. When comparing the 2019/20 allocations to the new MTS outcome aligned initial option 18 boroughs see an increase in their allocation, 15 boroughs see a decrease in their allocation and changes of up to £670k are observed. Full details of the options can be found in Appendix A.
8. We are also looking at a potential ‘reward’ component which would look those boroughs with a good track record of delivery and which are demonstrably achieving the MTS outcomes. This would need to be funded within existing budgets and potentially could be tested in a relatively small way by utilising underspend from other borough allocations which are returned to TfL throughout the year.

Feedback received to date

9. Borough officers were asked to use the briefing notes sent on the 29 April to brief Members on the review ahead of this meeting. They were also asked to provide, by 20 May, any initial feedback they would like included in this paper.
10. Ten boroughs provided feedback during this initial engagement stage, and the following preferences were expressed:

	Positive to option 2	Oppose option 2	Neutral	Support ‘no change’	No opinion expressed
Borough responses	4	2	1	1	2

11. Four boroughs expressed a positive opinion towards Option 2, one towards Option 1, one did not mind either option, one supported leaving the allocations as per 2019/20. One opposed option 2 but agreed with the need to change. Two did not state a preference. Two boroughs supported a phased introduction of any changes and two boroughs wanted to know how the allocations could change over time. Two boroughs provided suggested changes to the formula in the ‘MTS Outcome aligned’ option, reiterating their comments given at sub-regional meetings.
12. Other key themes raised included:
- Concern over the timescales for the allocations changes and requests that any changes to allocations not be made until 2021/22 at the earliest;
 - A desire to have ‘other transport funding’ considered in the formula, although one borough was strongly opposed to this;

- A divided opinion on any 'reward scheme', from one borough suggesting the changes should not continue without it to another that was strongly opposed to it, boroughs also differed in their opinion of what should be 'rewarded' e.g. ability to deliver, types of policies in their LIP, progress against outcomes, impacts of individual schemes etc;
- A concern over any decrease in funding and their ability to deliver against the MTS.

Next steps

13. It is proposed that all feedback to date, and any resulting from today's meeting, be discussed at a LIP working group meeting in June 2019. An updated option would then be distributed to all boroughs for further comment over July and August.
14. The final preferred option(s) would then be circulated to borough officers in September 2019 and presented at London Councils' TEC in October 2019.

Recommendations

The Committee is asked to:

- Note the report;
- Provide any initial feedback on the proposed options.

Financial Implications

There are no financial implications to London Councils arising from this report. The financial implication for each borough depends on the option chosen, although the overall funding pot remains unchanged.

Legal Implications

Section 159 of the GLA Act gives TfL the power to fund third party transport activities in London, including funding delivery of the projects in the boroughs' LIPs.

Equalities Implications

Each borough has produced an Equality Impact Assessment for their LIP which includes projects and programmes funded through the LIP formula funding.

Appendices

Appendix A – Options proposed and resulting allocations

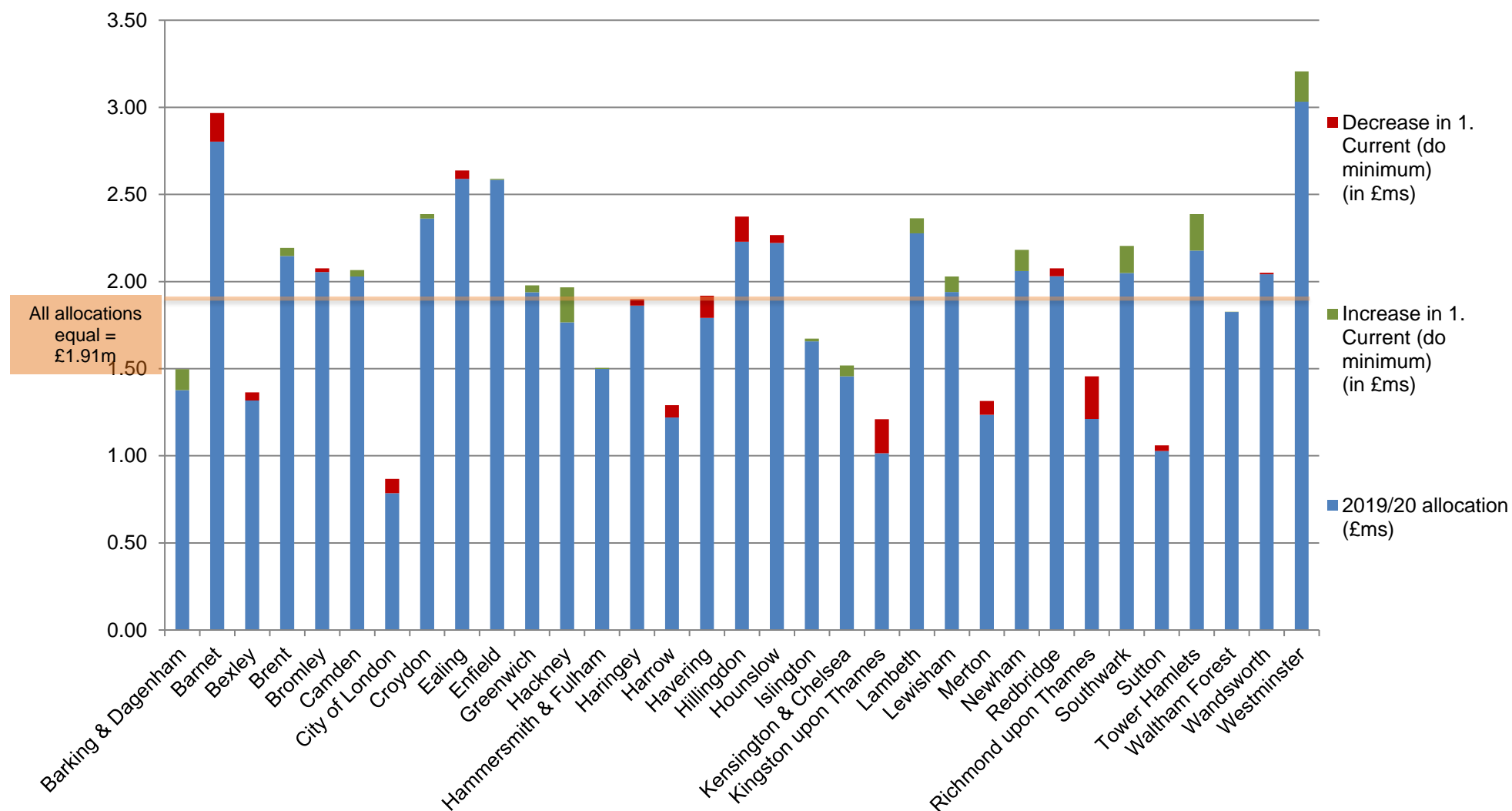
Appendix A

1. Initial options for the formula

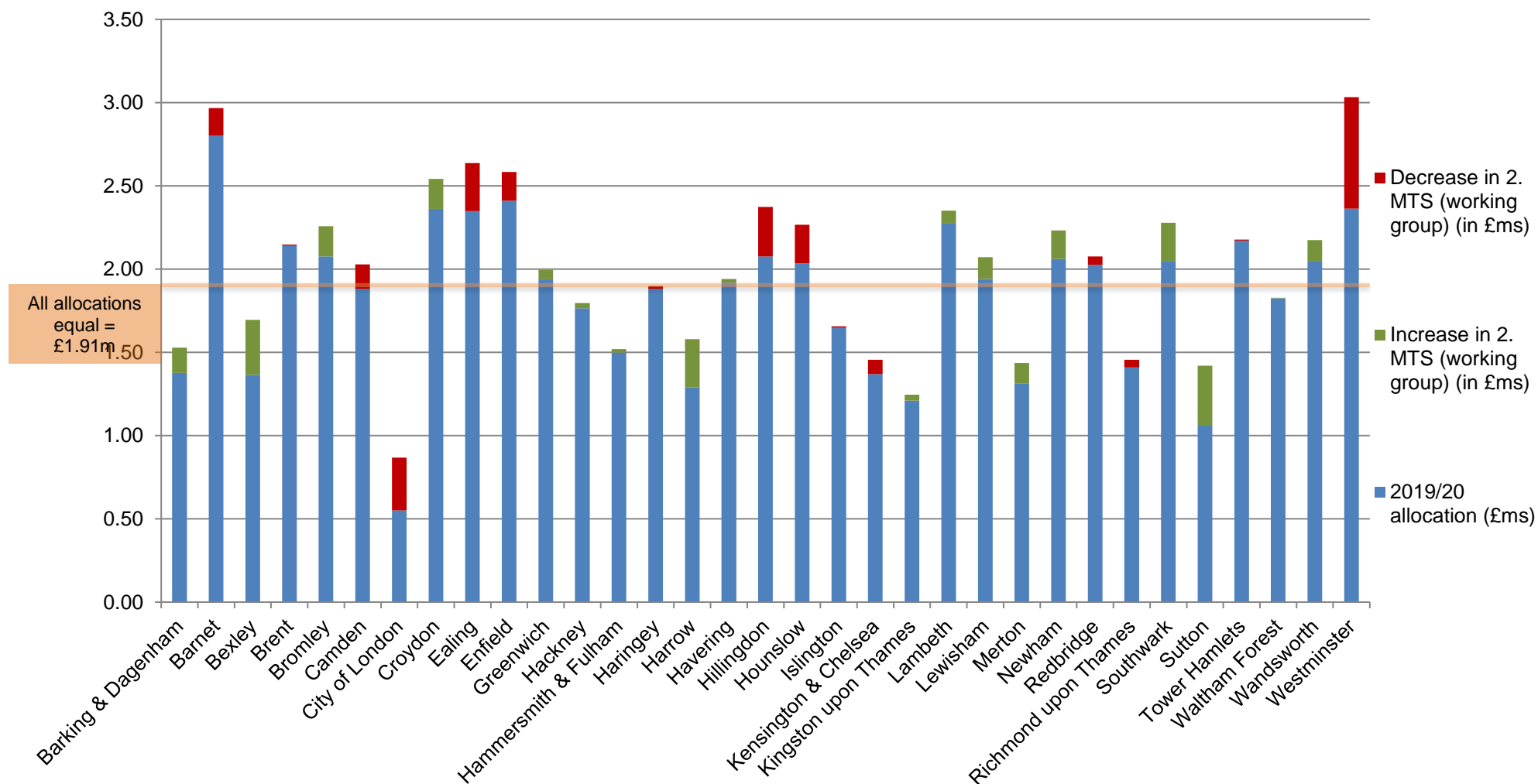
<i>MTS theme / outcome</i>		<i>Metrics</i>	<i>Option 1</i> <i>Current with updated data</i>	<i>Option 2</i> <i>Initial alternative</i>
	Mode share	Modal shift required		(32%)
Healthy Streets & healthy people	Active	Cycling potential Walking potential Residents doing 2x10 mins		(22%)
	Safe	Road casualties - current risk and mode shift Road casualties - current and value of prevention	(26%)	(26%)
	Green	CO ₂ reduction required NO _x reduction required PM ₁₀ reduction required PM _{2.5} reduction required	(20.5%)	(10%)
	Space Efficient	Vehicle delay	(20.5%)	
A good public transport experience	Quality Public Transport	Bus demand / patronage Bus provision / kms Bus performance / speeds	(10%)	
New homes & jobs	Sustainable, Active Travel Developments & Unlocking Development	Projected population growth Projected employment growth		(5%)
	Combined metrics - accessibility	Index of Multiple Deprivation (IMD)	(23%)	(5%)
	Rationale:		Current formula but with slight adjustments to the metrics and latest data	LIP working group agreed metrics / initial alternative option

(weighting in the formula)

2. Option 1: Current formula with updated data compared to 2019/20 allocations



3. Option 2: MTS outcome aligned (LIP working group) compared to 2019/20 allocation



London Councils' Transport and Environment Committee

Freedom Pass Progress Report

Item No:
20

Report by:	Andy Rollock	Job title:	Mobility Services Manager
Date:	13 June 2019		
Contact Officer:	Andy Rollock		
Telephone:	020 7934 9944	Email:	andy.rollock@londoncouncils.gov.uk

Summary:

This report provides members with an update on the outcome of the Freedom Pass 2019 renewal, update on plans for the 2020 renewal of 730,000 passes, a reminder to boroughs regarding the assessment of eligibility for the disabled persons Freedom Pass scheme, and the potential changes to the way in which the settlement with the Rail Delivery Group (RDG) is calculated.

Recommendations:

Members are asked to:

- a. Note progress of the 2019 renewal
- b. Note the update on plans for the 2020 renewal
- c. Ensure sufficient borough resources are in place to undertake the 2020 renewal
- d. Note the proposed change to the way in which the settlement with RDG is calculated

Background

1. The Freedom Pass is the most generous concessionary fares scheme in the country, offering free travel for older and disabled London residents on all Transport for London (TfL) travel modes (bus, Tube, London Overground, TfL rail, DLR and Tram) 24 hours a day, and on most National Rail routes after 9.30am Monday to Friday and at any time on weekends and public holidays. It also allows travel on local buses anywhere in England.

Outcome of the 2019 Freedom Pass renewal

2. Freedom Passes are issued for five years and expire on 31 March in the fifth year of issue. Each year, London Councils carries out a renewal exercise with passholders whose passes are due to expire. In respect of 2019, letters were sent to 40,697 older passholders in February inviting them to renew online or by post.
3. By 16 May, 77% had successfully renewed. This figure excludes Camden who automatically renewed the majority of passes after undertaking internal evidence checks. Appendix 1 shows the breakdown by borough, which, at the time of writing, ranges from 60% in LB Waltham Forest to 84% in the LB Havering. 82% of those who have renewed have done so online, with 18% renewing by post.
4. The percentage of those renewing to date is lower than in previous renewals. 80% renewed in 2018. In particular, only 60% renewed in Waltham Forest, 64% renewed in Greenwich and 67% renewed in Westminster. London Councils will be working with officers in those boroughs to identify why their figures are considerably lower than the 77% average.
5. The 2019 expiry passes stopped working on 31 March, but a short grace period was agreed with TfL and the National Rail companies, where those who had not yet renewed were allowed to travel if they showed their passes for visual inspection. From 1 May passholders have not been allowed to travel if they have not renewed their passes.
6. Passholders are continuing to renew their passes in smaller numbers and will be allowed to do so online until 31 May. After that date they will have to renew by post or e-mail before 30 September. From 1 October anyone who hasn't renewed will have to reapply as a new applicant.
7. To date, £161,665 has been spent against the £141,904 budget. The overspend was mainly as a result of required additional development work and can be accommodated within the wider Freedom Pass budget.

Update on planning for the 2020 renewal

8. On 31 March 2020 approximately 730,000 passes will expire, of which 647,000 are older person's, 80,000 are Disabled and 3,000 are Discretionary Disabled. This group was the first to be issued five-year expiry passes in 2010 and were renewed in 2015, when 860,000 passholders were invited to renew their passes. The 2020 renewal will be the largest renewal since 2015.
9. A new project board, which will meet monthly, will be set up from August 2019 to plan for the 2020 renewal and the 2019 Mid-Term Review, which will start in September.

10. A proposal to change the way in which London Councils undertakes renewal exercises was agreed by this Committee in March 2019. A similar approach to that used for mid-term reviews will be taken. This approach will achieve considerable savings and be more convenient to passholders, who will receive a pass without having to actively apply.
11. The estimated £492,000 cost of the renewal exercise can be met from resources accumulated in the Committee's specific reserve.
12. London Councils has commissioned a data matching company, Synectics Solutions, to carry out residency checks to identify those who may have moved from the address that is held on the Freedom Pass database. The list of older persons passholders whose passes expire on 31 March 2020 will be sent to them in January 2020 so that they can complete the data matching exercise.
13. Synectics Solutions will identify those who may have changed address. London Councils will only write to those who have potentially moved asking them to provide evidence that they still live at the address we have on file. If they have an alternative address in London, letters will be sent to both the address on the database and the alternative address in February 2020. Addresses outside of London will not be written to.
14. The majority of passholders who have not moved will be sent their 2025 expiry passes between January – March 2020.

Roles and responsibilities for local authority concessionary travel teams

15. The March report to TEC highlighted the responsibilities of the boroughs in relation to the Disabled Persons scheme.
16. As mentioned above, approximately 83,000 Disabled Persons passes will expire in 2020. London Councils has held three workshops for borough officers to assist with training them in their duties and responsibilities for the Disabled Persons pass renewal. In addition, London Councils is currently reviewing the Freedom Pass renewal handbook for borough officers and this will be issued shortly.
17. Members are asked to support borough concessionary travel teams in respect of Disabled Persons Freedom Pass renewals by ensuring sufficient resources are in place to meet the deadlines for the 2020 renewal.

2020/2021 Rail Delivery Group (RDG) Settlement

18. RDG has informed London Councils that they wish to change the way in which the annual settlement is calculated. As more stations now have Oyster readers, they wish to negotiate based on actual Oyster clicks rather than the current settlement methodology, which was originally based on limited journey data and surveys and has been extended each year by adding an inflationary uplift.
19. Officers will be negotiating with RDG during this year and will report a detailed explanation of any proposed new methodology to TEC in October ahead of the settlement and apportionment report in December. Officers will ensure any new methodology is as accurate and fair as possible. However, although moving to an actual journey data led approach will be more accurate, the committee should be aware there is a risk that this may increase the overall settlement cost.

Financial Implications for London Councils

The Director of Corporate Resources reports that, as outlined in paragraph 11 above, the estimated £492,000 cost of the 2020 Freedom Pass renewal exercise, can be met from resources accumulated in the Committee's specific reserve for this exercise.

The financial effects arising from any proposed change in methodology for the calculation of future annual settlements with the RDG will be fully quantified in a future report back to this Committee.

Legal Implications for London Councils

None

Equalities Implications for London Councils

None

Recommendations

Members are asked to:

- a. Note progress of the 2019 renewal
- b. Note the update on plans for the 2020 renewal
- c. Ensure sufficient borough resources are in place to undertake the 2020 renewal
- d. Note the proposed change to the way in which the settlement with RDG is calculated

Background Papers

TEC – Freedom Pass Progress Report - 7 December 2018

TEC – Concessionary Fares Settlement and Apportionment 2019/20 – 7 December 2018

Appendix 1 – Renewal Statistics at 16 May 2019

Borough	Number Renewed Online	% renewed online	Number Renewed Paper	% Renewed Paper	Total % Passes Renewed	Passes Expiring 2019
Barking & Dagenham	399	60.82%	107	16.31%	77.13%	656
Barnet	1433	65.08%	273	12.40%	77.48%	2202
Bexley	881	65.60%	233	17.35%	82.95%	1343
Brent	958	60.71%	215	13.62%	74.33%	1578
Bromley	1495	69.63%	296	13.79%	83.42%	2147
Camden	0	0.00%	0	0.00%	100.00%	1190
City of London	46	65.71%	8	11.43%	77.14%	70
City of Westminster	721	54.70%	168	12.75%	67.45%	1318
Croydon	1208	62.85%	297	15.45%	78.30%	1922
Ealing	1072	63.17%	217	12.79%	75.96%	1697
Enfield	1022	65.22%	212	13.53%	78.75%	1567
Greenwich	749	49.77%	216	14.35%	64.12%	1505
Hackney	502	58.51%	165	19.23%	77.74%	858
Hammersmith and Fulham	583	63.86%	138	15.12%	78.97%	913
Haringey	713	60.53%	195	16.55%	77.08%	1178
Harrow	1000	65.53%	200	13.11%	78.64%	1526
Havering	1069	67.87%	261	16.57%	84.44%	1575
Hillingdon	963	64.85%	191	12.86%	77.71%	1485
Hounslow	851	62.80%	173	12.77%	75.57%	1355
Islington	559	58.17%	154	16.02%	74.19%	961
Kensington and Chelsea	626	57.01%	161	14.66%	71.68%	1098
Kingston upon Thames	652	66.53%	136	13.88%	80.41%	980
Lambeth	724	57.78%	194	15.48%	73.26%	1253
Lewisham	711	57.95%	210	17.11%	75.06%	1227
Merton	718	62.27%	168	14.57%	76.84%	1153
Newham	686	60.65%	110	9.73%	70.38%	1131
Redbridge	902	63.97%	185	13.12%	77.09%	1410
Richmond upon Thames	852	69.89%	136	11.16%	81.05%	1219
Southwark	689	59.14%	184	15.79%	74.94%	1165
Sutton	908	80.14%	0	0.00%	80.14%	1133
Tower Hamlets	493	61.86%	107	13.43%	75.28%	797
Waltham Forest	734	49.03%	158	10.55%	59.59%	1497
Wandsworth	840	60.74%	198	14.32%	75.05%	1383
Total	25,759	60.62%	5,666	13.33%	76.76%	42,492

London Councils' Transport & Environment Committee

TEC & TEC Executive Sub Committee Dates 2019/20

Item
No: 22

Report by: Alan Edwards **Job title:** Governance Manager
Date: 13 June 2019
Contact Officer: Alan Edwards
Telephone: 0207 934 9911 **Email:** Alan.e@londoncouncils.gov.uk

Summary: This report notifies members of the proposed TEC and TEC Executive Sub Committee dates for the year 2019/20.

Recommendations: It is recommended that Members:

- To agree the dates for TEC and TEC Executive Sub Committee meetings for the year 2019/20.

TEC (Main) Committee Proposed Dates

- Thursday 10 October 2019
- Thursday 5 December 2019
- Thursday 26 March 2020

All the above meetings start at 2.30pm, with a pre-meeting for political groups at 1.30pm. All TEC (Main) Committee meetings will be held at 59½ Southwark Street, London, SE1 0AL.

TEC Executive Sub Committee Proposed Dates

- Thursday 18 July 2019
- Thursday 12 September 2019
- Thursday 14 November 2019
- Thursday 6 February 2020

TEC Executive Sub Committee meetings start at 10:00am are held at the offices of the London Councils, 59½ Southwark Street, London, SE1 0AL

Recommendations

It is recommended that Members:

- To agree the dates for the TEC and TEC Executive Sub Committee meetings for the year 2019/20.

Financial Implications

There are no financial implications to London Councils arising from this report.

Legal Implications

There are no legal implications to London Councils arising from this report.

Equalities Implications

There are no equalities implications to London Councils arising from this report.

London Councils' Transport and Environment Committee

Items Considered by the TEC Elected Officers under the Urgency Procedure

Item
No: 23

Report by:	Spencer Palmer	Job title:	020 7934 9908
Date:	13 June 2019		
Contact Officer:	Alan Edwards		
Telephone:	020 7934 9911	Email:	Alan.e@londoncouncils.gov.uk

Summary: A report was sent to TEC Elected Officers under the London Councils' Urgency Procedure on the proposal to set-up a Safe Speeds for London Steering Group. Responses were required from TEC Elected Officers by 22 May 2019.

Recommendation: TEC Members are asked to note the report that went to TEC Elected Officers on 14 May 2019 (listed below) which was sent out under the Urgency Procedure.

Appendix A – Proposal to set-up a Safe Speeds for London Steering Group report and Terms of Reference for the Group.

London Councils' Transport & Environment Committee

Safe Speeds Review for London Steering Group

Item No:

Report by: Spencer Palmer

Job title: Director, Transport & Mobility

Date: 14 May 2019

Contact Officer: Spencer Palmer

Telephone: 020 7934 9908

Email: Spencer.palmer@londoncouncils.gov.uk

Summary: This report notifies members of the proposal to set up a Safe Speeds for London Steering Group.

Recommendations: TEC Elected Officers are asked to agree to the setting up of a Safe Speeds for London Review Steering Group. The terms of reference for this Steering Group can be found at Appendix A of this report. The report was sent under the TEC Urgency Procedure in order for the new steering group to be in place before the next TEC meeting on 13 June 2019. The deadline for the response to this urgency procedure is 22 May 2019.

Background

Following concerns raised by London local authorities regarding the adequacy of speed enforcement in London, and the limitations in the criteria for the deployment of speed enforcement cameras and police enforcement activity, in December 2018 London Councils' Transport and Environment Committee (TEC) agreed to review what more can be done to improve speed compliance in London, including the feasibility of boroughs of having enforcement powers.

Following an update to the TEC meeting in March 2019, Members of the Committee made it clear that there was a desire for more direct TEC Member involvement in the leadership of the

review. It is therefore proposed to establish a steering group with TEC member representation, as set out in the proposed Terms of Reference at Appendix A.

Legal implications

There are no legal implications to setting-up this steering group.

Financial implications

There are no financial implications to setting-up this steering group.

Equalities Implications

There are no equalities implications to setting-up this steering group.

APPENDIX A - Safe Speeds for London Review Steering Group Terms of Reference

Appendix A

Safe Speeds Review for London - Steering Group Terms of Reference

Background

Following concerns raised by London local authorities regarding the adequacy of speed enforcement in London, and the limitations in the criteria for the deployment of speed enforcement cameras and police enforcement activity, London Councils' Transport and Environment Committee (TEC) agreed to review what more can be done to improve speed compliance in London, including the feasibility of boroughs of having enforcement powers.

Aim

Enhancing the enforcement of speed limits to achieve better speed compliance and improve road safety for everyone. To consider the potential role of boroughs and TEC in achieving that aim.

Role

To provide detailed input into a review of speed limit enforcement ("safe speeds review"), its enhancement, and the potential role of boroughs and TEC. To provide oversight to the safe speeds review and the work of the officer Working Group.

Membership

The steering group shall comprise elected Members and officers representing TEC, London Councils, TfL and Metropolitan Police, as follows:

Member representation:

Five drawn from the Labour Party;
Two from the Conservative Party; and
One from the Liberal Democrat Party.

Officer representation:

One from London Councils;
One from TfL; and
One from the MET Police.

The Steering Group shall be chaired by the Chair of TEC.

Each political group and organisation shall confirm their nominated members of the steering group ahead of the inaugural meeting.

Other officers from each of the partner organisations and wider stakeholder groups including the GLA will attend from time to time as advisors, observers or presenters, as necessary.

Attendance

Meetings will be held at London Council's offices at 591/2 Southwark Street, SE1 0AL.

The frequency, date and timings of meetings shall be discussed and agreed as required but will last no more than 2 hours and are not likely to be more frequent than every four weeks.

If a designated member is unable to attend, they should endeavour to nominate a representative in advance.

The quorum shall be one third of the membership.

Attendance via telephone or video link facility will be accommodated where necessary and if room facilities allow.

Working Group

An officer working group chaired by London Councils has been established with representatives from London Councils, TfL, GLA, individual boroughs and the MET Police. The working group will meet more frequently than the steering group to carry out much of the detailed work of the review.

Governance and Reporting

Formal TEC approval will be sought for the establishment of the Steering Group and its terms of reference.

The Steering Group will not incur or instruct officers to incur any expenditure or use excessive time without prior authority.

The steering group will provide regular updates to TEC and will obtain TEC authority for all decisions.

The working group will be steered by and report progress to the Steering Group.

London Councils' Transport and Environment Committee – 21 March 2019

Minutes of a meeting of London Councils' Transport and Environment Committee held on Thursday 21 March 2019 at 2:30pm in the Conference Suite, London Councils, 59½ Southwark Street, London SE1 0AL

Present:

Council	Councillor
Barking and Dagenham	Cllr Syed Ghani
Barnet	Apologies
Bexley	
Brent	Cllr Shama Tatler
Bromley	Cllr William Huntington-Thresher
Camden	
Croydon	Cllr Stuart King
Ealing	Cllr Julian Bell (Chair)
Enfield	Cllr Daniel Anderson
Greenwich	Cllr Denise Scott-McDonald
Hackney	Cllr Chris Kennedy (Deputy)
Hammersmith and Fulham	Cllr Wesley Harcourt
Haringey	Cllr Matt White (Deputy)
Harrow	Cllr Chloe Smith (Deputy)
Havering	Cllr Osman Dervish
Hillingdon	
Hounslow	Cllr Hanif Khan
Islington	Cllr Claudia Webbe
Kensington and Chelsea	
Kingston Upon Thames	Cllr Hilary Gander
Lambeth	Cllr Claire Holland
Lewisham	Cllr Brenda Dacres
Merton	Cllr Nick Draper (Deputy)
Newham	
Redbridge	Cllr John Howard
Richmond Upon Thames	Cllr Alexander Ehmann
Southwark	Cllr Richard Livingstone
Sutton	Cllr Manuel Abellan
Tower Hamlets	
Waltham Forest	Cllr Clyde Loakes
Wandsworth	Cllr Richard Field
City of Westminster	Cllr Tim Mitchell
City of London	Jeremy Simons (Deputy)
Transport for London	Alex Williams

1. Apologies for Absence & Announcement of Deputies

Apologies:

Councilor Dean Cohen (LB Barnet)
Councillor Feryal Demirci (LB Hackney)
Councillor Kirsten Hearn (LB Haringey)
Councillor Varsha Parmar (LB Harrow)
Councillor Martin Whelton (LB Merton)
Christopher Hayward (City of London Corporation)

Deputies:

Councillor Chris Kennedy (LB Hackney)
Councillor Matt White (LB Haringey)
Councillor Chloe Smith (LB Harrow)
Councillor Nick Draper (LB Merton)
Jeremy Simons (City of London Corporation)

2. Declaration of Interests (additional to those not on the supplied sheet)

60+ Oyster & Freedom Pass

Jeremy Simons (City of London Corporation), Cllr Wesley Harcourt (LB Hammersmith & Fulham), Cllr Hilary Gander (RB Kingston), Cllr Nick Draper (LB Merton), Cllr Richard Field (LB Wandsworth), and Cllr Tim Mitchell (City of Westminster).

North London Waste Authority

Cllr Daniel Anderson (LB Enfield), Cllr Claudia Webbe (LB Islington), and Cllr Clyde Loakes (LB Waltham Forest)

Western Riverside Waste Authority

Cllr Wesley Harcourt (LB Hammersmith & Fulham), Cllr Claire Holland (LB Lambeth), and Cllr Nick Draper (LB Merton)

East London Waste Authority

Cllr Syed Ghani (LB Barking & Dagenham), Cllr Osman Dervish (LB Havering), and Cllr John Howard (LB Redbridge).

South London Waste Partnership

Cllr Stuart King (LB Croydon), Cllr Hilary Gander (RB Kingston), Cllr Nick Draper (LB Merton), and Cllr Manuel Abellan (LB Sutton).

South East Waste Disposal Group

Cllr Denise Scott-McDonald (RB Greenwich)

Car Club

Cllr Julian Bell (LB Ealing – Chair), Cllr Claudia Webbe (LB Islington), and Cllr Tim Mitchell (City of Westminster)

Thames Regional Flood & Coastal Committee (Thames RFCC)

Cllr Daniel Anderson (LB Enfield), Cllr Denise Scott-McDonald (RB Greenwich), Cllr Wesley Harcourt (LB Hammersmith & Fulham), and Cllr Richard Livingstone (LB Southwark).

London Cycling Campaign (LCC)

Cllr Julian Bell (LB Ealing – Chair).

London Road Safety Council (LRSC)

Cllr William Huntington-Thresher (LB Bromley), Cllr Denise Scott-McDonald (RB Greenwich), Cllr Nick Draper (LB Merton) and Cllr Richard Livingstone (LB Southwark).

Dockless Bike Scheme

Cllr Julian Bell (LB Ealing – Chair), Cllr Daniel Anderson (LB Enfield), Cllr Claudia Webbe (LB Islington), and Cllr Clyde Loakes (LB Waltham Forest).

3. Ultra Low Emission Zone (ULEZ) Update: Presentation by Shirley Rodrigues, Deputy Mayor for Environment & Energy, GLA

Shirley Rodrigues, Deputy Mayor for Environment and Energy, GLA, introduced the report and the following update on the ULEZ:

- Mayor had brought forward the ULEZ to address the health crisis caused by London's toxic air.
- Number of people have lifelong illnesses due to air pollution, with the poorest being the most affected.
- Vehicles, especially diesel vehicles, were the main causes of air pollution.
- Central London ULEZ starts on 8 April 2019 and will operate 24 hours a day, every day of the year. There would be a charge of £12.50 per day for non-compliance (cars, motorcycles and vans), and £100 for lorries, buses and coaches.
- The ULEZ replaces the T-Charge in central London and vehicles must meet strict emission standards to drive in the ULEZ area.
- ULEZ extension to inner London takes place from October 2021 and Low Emission Zone would be Londonwide (lorries and vehicles over 3.5T) on 26 October 2020.
- Campaigns were taking place to raise awareness of the ULEZ (eg posters, road signs, emails to TfL customers).
- Two scrappage schemes had been announced - £23 million for microbusinesses/charities was now open, and £25 million for low-income Londoners (details later in year).
- Impact of ULEZ will be huge as more vehicles would be cleaned up.
- Pressure needed to be put on the Government to help fund vehicle renewal.

Q an As

Councillor Abellan asked about the take-up of the scrappage scheme with regards to small businesses. Shirley Rodrigues said that the scrappage scheme had only just opened, so take-up was not high at present. She said that an advertising campaign was

taking place now, including on the radio. Shirley Rodrigues urged the boroughs to get their applications in quickly. There was also the need to lobby Government to match this funding, and to ensure there was adequate funding from the next Spending Review.

Councillor Loakes said that he fully backed the Mayor's ULEZ as it was the right thing to do. He said that he also looked forward to the expansion of the ULEZ in the future. Shirley Rodrigues said that the ULEZ was not just a London issue, but was nationwide. She said that the ULEZ would make a big difference to people's lives.

The Chair thanked Shirley Rodrigues for her presentation on the ULEZ, which was very informative.

It was agreed to take item 6 "Air Quality Update" in the agenda next.

6. Air Quality Update

The Committee received a report that provided members with an update on London Councils' proposals and engagement plans for air quality policy in the upcoming Environment Bill.

The Chair welcomed Jeremy Simons and the other City of London Corporation colleagues. Katharina Winbeck, Head of Transport, Environment and Infrastructure, informed members that the Environment Bill would go before Parliament in late June 2019. She said that although a number of issues would be included in the Bill, it did not address all clean air legislation. What was required a "stand alone" Clean Air Act. Katharina Winbeck said that London Councils had signed up to an "agreed position", details of which could be found at Appendix 1 of the report. She said that London Councils supported a Clean Air Bill, and any important issues needed to be raised now.

Jeremy Simons, Chair of City of London Corporation, Public Health and Environmental Services Committee, said that the City of London had issues with regards to air quality. He said that the Bill focused on a number of measures to improve air quality, like dealing with idling cars and reducing wood stove burning.

Jaysen Sharpe, City of London Assistant Parliamentary Affairs Counsel, informed Committee that the Private Members Bill would be introduced in the House of Lords in the next Parliament. He said that the Bill was an "adopted" Bill, and any boroughs that wanted to take forward any specific actions could do so. The Bill would not apply to boilers, for example, that were already owned and were non-compliant. Jaysen Sharpe said that the fine for idling cars was increasing to £100. He said that the Bill could be used to call for changes in guidance.

Q and As

Councillor Loakes said that he found the guidance and the whole process very frustrating. He asked whether the guidance could be changed. Jaysen Sharpe suggested writing to the Secretary of State. Councillor Loakes confirmed that this had already been done.

Councillor Ehmann said that he was disappointed by the absence of aviation (Heathrow Airport) in the Bill. He said that there was also no mention of people having bonfires in their gardens. Jaysen Sharpe said that this could be looked into, although the main focus was on pollution from vehicles and machinery. Councillor Mitchell said that he welcomed this initiative and encouraged all boroughs to work on the Bill.

Shirley Rodrigues said that discussions had taken place between the GLA and the City of London with regards to changes to the Bill. She said that boroughs were reliant on the Secretary of State on the guidance. This had been very slow in coming out and boroughs needed to take this forward as a collaboration. Shirley Rodrigues said that the Government needed to devolve power at the right level. Defra was responsible for agreeing the powers and then the Secretary of State would decide on what powers to choose from. Shirley Rodrigues said that the changes needed to be as wide ranging as possible. Jaysen Sharpe said that the drafting of the Bill was difficult and complex. He said that refinements would continue to be made, although this could change in Parliament.

Councillor Webbe said that pollution from canals and the river networks had also not been included. She said that lobbying should take place for a single regulation to replace vehicle engines, and to restrict air pollution from canal boats, especially in the boroughs with canal networks. Councillor Webbe said that the borough of Islington was eliminating Euro 6 diesel vehicles altogether. She felt that Euro 6 diesel vehicles needed to be incorporated in the Bill. Councillor Webbe said that her borough of Islington and the borough of Hackney had already created zero emission zones in their boroughs.

The Chair said that the Bill did not include river emissions. Jaysen Sharpe said that there were legal reasons for not including canal boats. He said that it was important that there was nothing in the Bill that could risk being voted down when the Bill was read. Shirley Rodrigues said that there would need to be a change to appliances when it came to reducing emissions from canal boats etc. Katharina Winbeck said that London Councils' officers would work with the GLA with regards to river emissions.

Councillor Huntington-Thresher said that more clarity was needed on whether local authorities could adopt all of the powers, some of the powers, or none of them. He said that priority was being given to certain types of emissions. Jaysen Sharpe said that he would take the issue of some powers being adopted back to the City. Councillor Huntington-Thresher said that boroughs would like the flexibility of choosing what powers to adopt.

The Chair said that that the passage of the Bill was supported. He said that work needed to take place with the GLA on the Environment Bill. The Chair asked what the timescale was for the Environment Bill. Katharina Winbeck said that this would depend on when the Bill was tabled. She said that London Councils was working with Shirley Rodrigues to ensure that both organisations were signed-up to the same things. Councillor Draper asked how neighbouring boroughs would be affected should a borough choose not to put the powers in place. Jaysen Sharpe said that it was impossible to control this.

Decision: The Committee:

- Noted and commented on the report; and
- Agreed the approach to influencing new clean air legislation.

4. Chair's Report

The Committee considered a report that updated members on transport and environment policy since the last TEC meeting on 6 December 2018 and provided a forward look until the next TEC meeting on 13 June 2019.

The Chair introduced the report. He informed members that a very successful joint meeting had taken place between TEC and LEDNet on 21 February 2019. The Chair said that a joint statement from this meeting could be found at Appendix 3 of the report,

and TEC was asked to agree and adopt this statement. He said that a workshop on the Defra waste consultations was taking place with LEDNet on 28 March 2019.

The Chair informed members that he would be raising the issue of TEC membership on the TfL Board again with the Deputy Mayor for Transport, as he was dissatisfied with the response that had been received (letter from the Deputy Mayor could be found at Appendix 1 of the report). TfL had offered TEC an “advisory” position on the Board, and more clarity was required on what this position entailed.

Councillor Mitchell thanked the Chair for his report. He said that a great deal of responsibility was being placed on the boroughs with regards to the Defra waste and recycling consultations without adequate funding. Councillor Mitchell said that the City of Westminster would be coordinating a response to this. Councillor Loakes said that it was important that the waste disposal authorities reported on this as well.

Katharina Winbeck said that officers from a number of different boroughs would be invited to the Defra/LEDNet workshop on 28 March 2019. She said that there was a lot of information to read on the consultations and a robust response was needed.

Councillor Anderson said that the response to the TEC request to be a member of the TfL Board was disappointing. The Chair confirmed that further discussions would be taking place with the Deputy Mayor for Transport on this issue.

Decision: The Committee:

- Noted that more clarity was needed with regards to TEC’s advisory role on the TfL Board, and that further discussions would take place with the Deputy Mayor for Transport on this matter; and
- Noted the Chair’s report

5. London Fuel Poverty Partnership

The Committee received a report that provided members on the work of the London Fuel Poverty Partnership (LFPP). Councillor Webbe (LB Islington) was the TEC representative on the London Fuel Poverty Partnership.

Councillor Webbe introduced the report, which discussed the impact people’s health that arose from people not being able to afford to heat their homes. She informed members that between 2015 and 2018, an average of 3,240 more people died in London each winter, compared with the rest of the year. Councillor Webbe said that the LFPP was established in May 2018 and brought together a large number of stakeholders including local government, social care and energy suppliers.

Councillor Webbe said that the Partnership meeting on 10 January 2019 had looked at ways to better engage the health sector. This had led to some key asks to the boroughs, which were listed on page 3 of the report. Councillor Webbe said that the National Institute for Health and Care Excellence (NICE) guidelines for health and wellbeing boards could be found in paragraph 12 of the report, and these were actionable at a borough level.

Councillor Webbe informed Committee that Warner Homes was a grant programme for individual householders for owner-occupiers and extended to private tenants on a trial basis in November 2018. Boroughs were encouraged to disseminate this information at a local level. The Fuel Poverty Support Fund provided funding to cover the whole of

London. Round 2 of the funding would be launched in spring 2019 and would be open to any London borough that ran an existing service. Councillor Webbe informed members that there was a particular issue of people being released from hospital and going back into cold homes, which was making their situation worse. The Chair thanked Councillor Webbe for representing TEC on the Partnership.

Councillor White said that he welcomed the report. He said that one in six residents now suffered from fuel poverty. He said that boroughs could not afford to pay for air conditioning. Councillor White also said that there was an obligation from the Home Energy Act that the GLA would deliver the objectives and would help with fuel poverty. Councillor Webbe said that she would look into the issues of air conditioning and new build homes along with Housing Associations and the Home Energy Consumption Act. She asked whether members could put this on the agendas in their own boroughs.

Decision: The Committee:

- Noted and commented on the report; and
- Agreed to work with colleagues in their boroughs to implement recommendations from the Fuel Poverty Partnership, as outlined in paragraph 9 of the report.

7. Go Ultra Low City Scheme (GULCS) Project Update

The Committee received a report that updated members on the progress of Phase 1 of the GULCS project and current plans for Phase 2. The report also reminded TEC members to sign the amendment to the TEC Agreement to delegate the borough's functions relating to Electric Vehicle Charging Apparatus to London Councils' TEC, which was a requirement for London Councils to play an active role in Phase 2 of the project (see paragraph 12).

The Chair thanked the boroughs that sent in their 20 rapid charging sites on time.

Katharina Winbeck introduced the report and made the following comments:

- Boroughs had made good progress in procuring suppliers to deliver electric vehicle (EV) charging points in residential areas.
- Approximately 400 charge points had already been installed, along with 800 forecasted to be installed by 31 March 2019.
- This was a "good news" story, with better prices being negotiated. Thanks to boroughs for all their hard work on this.
- Phase 2 stage of the GULCS project could now be looked at again, including an objective to provide a centralized delivery partnership.
- A paper seeking an amendment to the TEC Agreement was brought to TEC in June 2017. Only ten boroughs had signed the amendment to the TEC Agreement and the outstanding borough signatures were now required.
- Additional officer capacity might be required to help the Mayor's EV infrastructure taskforce and GULCS project team with the delivery partnership. Resources would need to be pulled together for this.
- Neighbourhoods of the Future (NoF) was progressing well, with nine NoFs established in total.
- The introduction of zero emission streets in some boroughs had also been a good news story.

Councillor Gander said that the Royal Borough of Kingston had not heard anything back regarding charging points in her borough. Alex Williams said he would look at what the situation was with charge points in Kingston. Councillor Gander asked when the next round of GULCS funding would take place. Katharina Winbeck said that a meeting of the GULCS Steering Group was due to take place in May 2019 and it was hoped to roll-out the second round of funding shortly after this. The Chair said that an individual note would be sent to those boroughs that had still not signed the amendment to the TEC Agreement, urging them to do so.

Decision: The Committee:

- Agreed to send an individual letter to those boroughs that had not yet signed the amendment to the TEC Agreement, which would give London Councils permission to actively participate in Phase 2 of the project; and
- Agreed that Alex Williams would look to see where TfL were with regard to the installation of rapid charging points in the Royal Borough of Kingston.

8. Fixed Penalty Levels for New Wandsworth Byelaws

The Committee considered a report that informed members of the request from LB Wandsworth to TEC to set Fixed Penalty Notice (FPN) levels for the new Wandsworth byelaws relating to parks and open spaces, so that local authorities could issue FPNs rather prosecute offenders.

Decision: The Committee:

- Agreed that London Councils consulted on the levels of fixed penalty for breaching the new Wandsworth byelaws, as set out at Appendix A; and
- Agreed that London Councils consulted on a fixed penalty level of £80, payable within 28 days and an early payment reduction to £50, if paid within 14 days.

9. Enforcing London Speed Limits Update

The Committee received a report that provided members with an update following TEC's agreement in December 2018 to explore the feasibility of boroughs enforcing speed limits on London roads.

Spencer Palmer, Director of Transport and Mobility, London Councils, said that Committee had agreed at its meeting on 6 December 2018 that it would carry on with the work on enforcing London speed limits. This report gave an update on the progress with this. TEC had been working in collaboration with TfL and the Metropolitan Police and had formed a Steering Group to provide a strategic overview of the aims of the review, and setting out reporting structure and strategy. Spencer Palmer said that a further update would be presented to TEC at the meeting on 13 June 2019. He said that there was an appetite from all boroughs for better compliance to speed limits on borough roads.

Councillor Loakes thanked officers for the update. He said that some boroughs now wanted to undertake their own trials to ensure the compliance of speed limits on their roads. Councillor Loakes said that boroughs now needed the ability to enforce speed limits, sooner rather than later, as this would help to improve people's lives. Councillor Anderson said that enforcing speed limits was a continuous problem. He said that the police had not put in place any solution for this and boroughs now needed the powers to enforce speed limits.

Councillor Field said that a great deal more impact was needed to enforce borough speed limits. He felt that the police now needed to move forward on this. Councillor Field said that it was for the safety of borough residents that speed limits needed to be enforced to make traffic slow down. He asked if the process could be speeded up and to get TfL on board with this.

Councillor Ehmann said that the borough of Richmond had completed a consultation on 20mph speed limits. He said that residents had voiced concern at the lack of enforcement and wanted more to be done to rectify this. Councillor Ehmann said that Richmond would be happy to be involved in a pilot or trial for enforcing these speed limits. Councillor Holland said that Lambeth was already a 20mph borough and a consistent approach to enforcement was needed on this. Councillor King said that there was broad and cross-party support for quicker action to take place for enforcing these speed limits.

Councillor Webbe said that Islington was the first borough to have 20mph speed limits on all their roads, which were currently enforced by the police. She said that more needed to be done and boroughs needed more powers. She voiced concern that the current proposals for borough enforcing speed limits on London roads was too weak and needed to take place more quickly. Councillor Mitchell said that the City of Westminster was looking to extend the number of 20mph limits on roads in the borough. He said that the public needed to be assured that adequate enforcement was taking place, otherwise the 20mph speed limit on these roads would lose credibility.

The Chair said that TEC had given a very clear steer on this. He asked when the Transport for London Road Network (TLRN) would have 20mph speed limits. Alex Williams said that most TfL roads would have 20mph speed limits by 2020. He said that he was uncertain of the timetable for 20mph roads in the borough of Wandsworth, but would look into this. Councillor Webbe asked if the timetable could be brought forward.

Spencer Palmer said that there were no current powers to speed up the implementation of 20mph speed limits and trials/pilots for the borough enforcement of these roads. There was also the issue of boroughs not having DVLA records. Spencer Palmer said that London Councils was looking at better enforcement of 20mph roads with the Metropolitan Police. He said that he understood borough concerns on this issue, but a change in legislation would be required for boroughs to be able to enforce speed limits. This would take time but would be pursued by London Councils.

With regards to CCTV criteria, Spencer Palmer said that TfL was reviewing this and a more risk-based approach was being taken, along with a say at where CCTV was placed at a local level. He said that discussions would take place with the police to encourage more CCTV and enforcement of 20mph roads. Councillor Loakes said that no solutions had been found with the police with regards to 20mph speed limit enforcement in London. He felt that a way forward on this now needed to be found and emphasized the need to get a borough trial in place in London.

Councillor Webbe asked who was on the Strategic Steering Group. Councillor Scott-McDonald said that there was an urgency to get 20mph speed limits across all boroughs, in order to make boroughs safer. However, she said that there was currently a lack of enforcement. Councillor Brown asked whether it was possible to change the legislation, rather than work with the police to enforce the speed limits. He said that the police were under pressure financially and lacked resources to do this. Spencer Palmer said that London Councils would work on changing legislation. He said that, regarding a pilot, boroughs could embark on a "dummy trial" to strengthen the boroughs' arguments for enforcing speed limits.

Spencer Palmer explained that the Steering Group was an officer-led group comprising of London Councils, the Metropolitan Police, TfL and a mixture of officers from nine different boroughs, including Islington. He informed members that there might be a need to come back to TEC with regards to the funding for a trial/pilot. TfL had been very supportive with regards to taking forward the enforcing of London speed limits.

Councillor Field said that enforcing London speed limits should be put high up on the agenda and TEC should have this as an “ongoing” project. He said that 20mph speed limits saved lives. Councillor Huntington-Thresher felt that the education side of respecting speed limits had been neglected, and people needed to be made aware of why 20mph speed limits were necessary.

Councillor Webbe felt that there was a lack of political oversight when it came to enforcing 20mph speed limits. She said liaison with the Police should take place should take place at a senior level. Councillor Webbe said that trials were needed to demonstrate that boroughs could deliver the enforcement. Councillor Loakes said that enforcement was about saving lives and not about generating revenue.

The Chair said that a separate TEC sub group should also be set-up in order to provide political oversight. Spencer Palmer said he would keep TEC updated on any progress on the enforcement of 20mph speed limits. He said that funds could be set aside from TEC reserves to pay for any trials or pilots on borough enforcement of 20mph speed limits. Alex Williams said that he would feed back the TEC discussions on this issue back to TfL and the City of London Corporation.

Decision: The Committee:

- Noted that a further update on enforcing London speed limits would be presented to TEC on 13 June 2019;
- Noted that Alex Williams would find out the timetable for 20mph limits on TfL roads in the borough of Wandsworth;
- Noted that Alex Williams would look into 20mph limits at Seven Sisters;
- Noted that education should not be neglected, with regards to the road safety reasons for implementing speed limits;
- Agreed to consider setting up a separate TEC sub-group to provide political oversight and to report back to TEC;
- Noted that members were unhappy with the extent and pace of progress with this matter and that the TEC Reserve budget could be used to fund additional resources and to fund a borough speed enforcement pilot (subject to legal constraints on boroughs’ current powers);
- Noted that Alex Williams would feed back member comments regarding 20mph speed limits on the TLRN;
- Noted that London Councils efforts on this work should be focused on acquiring the necessary legislative powers for boroughs to carry out their own speed enforcement; and
- Noted that ensuring boroughs can enforce their local speed limits effectively was a top priority for TEC.

10. Direct Vision Standard for Heavy Goods Vehicles

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

Spencer Palmer introduced the report, which sought member formal approval to appoint TfL, on its behalf, to undertake Phase 2c consultation on the finalized HGV Safety Permit.

Councillor Huntington-Thresher said that the Trade Association appeared to be in general disagreement with the DVS for HGVs. He asked if there was anything boroughs could do to take the Trade Association with them. Alex Williams said that TfL worked very closely with the Trade Association and they were supportive of the DVS. He said, however, that there were concerns over the costs to their members, and the costs of the ULEZ.

Decision: The Committee:

- Noted the borough stakeholder and other responses to the Phase 2b consultation;
- Approved, for the purposes of the Phase 2c Consultation:
 1. the final HGV Safety Permit HSP Scheme proposals
 2. the promotion by TEC of an Amendment Order to amend the 1985 Order Appendix A and related Statement of Reasons Appendix B
 3. the LLCS & HSP Policy Statement Appendix C
 4. HSP Scheme Conditions draft Appendix D
- Appointed TfL to undertake the Phase 2c Consultation on its behalf, beginning on 26 April 2019, and (subject to recommendation (4) below and to consultation with London Councils' Director, Transport & Mobility where any potentially significant issues/ matters arise), to draft the Amendment Order to reflect Appendix A and to make any necessary provisional public inquiry arrangements;
- Noted that a report may be brought to the Committee's June meeting to consider any formal objections to the Amendment Order and other relevant representation received in response to the Phase 2c consultation; and
- Noted the position regarding Barnet LBC participating in the HSP Scheme and the LLCS.

11. Freedom Pass Progress Report

The Committee considered a report that provided members with an update on the outcome of the Freedom Pass mid-term review, proposals for the future administration of the renewal exercises, a reminder to boroughs regarding the assessment of eligibility for the disabled persons Freedom Pass scheme, and the outcome of negotiations with the Rail Delivery Group (RDG) in respect of the 2019/20 Freedom Pass settlement.

Stephen Boon, Chief Contracts Officer, London Councils, introduced the report. He said that the Committee was recommended to agree Option B for processing future renewal exercises. TEC was also being asked to decide whether to grant London Councils' permission to formally consider taking over the administration of the disabled persons' scheme after the 2020 renewal.

Councillor Huntington-Thresher asked why the Freedom passes did not link in with the 60+ Oyster cards. He said that most Government systems (eg photo uploading of driving licenses) were interlinked. Stephen Boon confirmed that the 60+ Oyster cards and the Freedom Pass were separate schemes. He said that it was possible to share the data between the two schemes, although the Government Gateway system was required, and the costs for this was quite extensive.

The Chair asked whether members had an appetite to take over the administration of the disabled persons scheme. Stephen Boon said that he would come back to TEC with

a cost proposal to for London Councils to undertake the administration of the disabled persons scheme. The Chair said that he was happy for officers to go forward and look into this proposal, and come back with a report on this to a future TEC.

Decision: The Committee:

- Noted the progress of the 2018 mid-term review and 2019 renewal;
- Agreed to Option B for processing future renewal exercises;
- Noted the roles and responsibilities of borough concessionary travel teams in respect of disabled persons Freedom Pass renewals and ensure sufficient resources are in place to undertake the 2020 renewal;
- Agreed to come back to a future TEC with cost proposals for London Councils to undertake the administration of the disabled persons Freedom Pass scheme; and
- Approved the reduced RDG settlement amount of £19,450,000.

12. TEC & TEC Executive Sub Committee Dates 2019/20

The Committee received a report that notified members of the proposed TEC and TEC Executive Sub Committee dates for the year 2019/20.

Decision: The Committee agreed the dates for TEC and TEC Executive Sub Committee meetings for the year 2019/20.

13. Minutes of the TEC Executive Sub Committee meeting held on 7 February 2019 (for noting)

The minutes of the TEC Executive Sub Committee held on 7 February 2019 were noted.

14. Minutes of the TEC Main Meeting held on 6 December 2018 (for agreeing)

The minutes of the TEC Main meeting held on 6 December 2018 were agreed as an accurate record.

The press and public were asked to leave the room while the exempt part of the agenda was discussed.

The meeting finished at 16:55pm