London Councils' TEC Executive Sub Committee

Thursday 12 September 2019

10:00am in Meeting Room 1, London Councils, 1st Floor, 59½ Southwark Street, London, SE1 0AL

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

Agenda item	Pages
1 Apologies for Absence & Announcement of Deputies	-
2 Declarations of Interests*	
3 London Environment Directors' Network (LEDNet) & Association of Directors of Public Health (ADPH) Joint Position on Air Quality	
4 Climate Change – Borough Actions so far & Future Activity	
5 Final Report of the Task & Finish Group on Car Clubs	
6 Future Mobility Agenda: Task & Finish Group on Smart Mobility & Mobility as a Service (MaaS)	
7 Transport & Mobility Services Performance Information	
8 TEC Month 3 Revenue Forecast 2019/20	
9 Minutes of the TEC Executive Sub Committee Meeting held on 18 July 2019 (for agreeing)	

Declarations of Interests

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
Corporate Governance Division
Tel: 020 7934 9911
Email: alan.e@londoncouncils.gov.uk

Declarations of Interest – TEC Executive Sub Committee
12 September 2019

Freedom Pass & 60+ Oyster Card

Cllr Julian Bell (LB Ealing – Chair), Cllr Wesley Harcourt (LB Hammersmith & Fulham), Cllr Richard Field (LB Wandsworth) and Cllr Tim Mitchell (City of Westminster)

North London Waste Authority

Cllr Claudia Webbe (LB Islington)

South London Waste Partnership

Cllr Manuel Abellan (LB Sutton)

Western Riverside Waste Authority

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

Thames Regional Flood & Coastal Committee (RFCC)

Cllr Denise Scott-McDonald (RB Greenwich)

London Road Safety Council

Cllr Denise Scott-McDonald (RB Greenwich), Cllr Richard Livingstone (LB Southwark), and Cllr Tim Mitchell (City of Westminster)

Car Club

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

London Cycling Campaign

Cllr Julian Bell (LB Ealing – Chair)

South East Waste Disposal Group

Cllr Denise Scott-McDonald (RB Greenwich)

Environmental Protection UK

Cllr Denise Scott-McDonald (RB Greenwich)

Dockless Bike Scheme

Cllr Julian Bell (LB Ealing – Chair), and Cllr Claudia Webbe (LB Islington)

London Councils' TEC Executive Sub Committee

LEDNet and ADPH London Air Quality Position

Item no: 03

Report by:	Kate Hand	**Job Title:**	LEDNet Programme Manager
Date:	12 September 2019		
Contact Officer:	Kate Hand		
Telephone:	020 7934 9898	**Email:**	kate.hand@londoncouncils.gov.uk

Summary: The London Environment Directors' Network (LEDNet) and the Association of Directors of Public Health – London (ADPH) place a very high priority on tackling air pollution, and have set out their combined views on how this can most effectively be achieved in the attached position.

Recommendations: The Committee is asked to:

- Note and comment on the position

LEDNet and ADPH London Air Quality Position: Cleaning up London's Air

Introduction

1. LEDNet and ADPH London are groupings of senior London officers, both of whom regard tackling air pollution as a key priority; they recognise air pollution as a major public health and environmental issue.

2. They have come together to produce a joint position, which sets out the issues that air pollution presents to Londoners, and how we can most effectively achieve clean air in London (see Appendix). The position sets out responsibilities at every level – what central government should do, what regional government/ the GLA should do, the role of business and what boroughs themselves should do. LEDNet and ADPH London will use the position as a basis on which to engage different stakeholders, lobbying for the resources to deliver and for effective action within boroughs.

3. The position is based on an assessment of the major sources of air pollution in London, a review of the evidence on the effectiveness of different air quality interventions, and expert input from both groupings.

4. The position sets the following recommendations (summary):

   - Advocating for at least 2.5% of UK annual GDP to be spent on tackling air quality and climate change in the UK;
   - Protecting children from exposure to poor air quality by:
     - Implementing the Healthy Streets Approach
     - Taking action to mitigate pollution hotspots, particularly around schools; and
     - Protecting vulnerable populations by providing information and alerts and advice.
   - Supporting a shared narrative and campaign on air quality and public health impacts across London that will change the public's perception around their own contribution to cleaning our air;
   - Restricting driving across the city, introducing support schemes such as the Ultra Low Emission Zone (ULEZ), scrappage schemes and local schemes;
   - Using public sector procurement and social value action to reduce boroughs own contribution to air pollution; and
   - Speaking with one voice as boroughs to secure the resources and powers needed to reduce air pollution and protect the health of our residents.

5. LEDNet and ADPH London recognise that the Transport and Environment Committee (TEC) also has a strong interest in air quality, and members input into the position was sought via email in August. LEDNet and ADPH London now present the final position to TEC.

Recommendations

The Committee is asked to:
- Note and comment on the position

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.

Appendix A

London Environment Directors' Network and Association of Directors of Public Health London position: Cleaning up London's air

September 2019

Contents

Summary

Air pollution in London is a major public health issue. Each year nearly 10,000 premature deaths are in part attributable to poor air quality, which widens inequalities by reducing the length and quality of life in most vulnerable residents, including children, and costs the NHS up to £3.7 billion each year (Walton et al., 2015).

Health inequalities associated with outdoor air pollution are striking. In 2003, Mitchell and Dorling undertook the first national level environmental justice analysis of air quality in Britain and established that there were clear inequalities in exposure to air pollution based on demography, poverty and car ownership. More recent research has found that in England and Wales young children and adults, and households in poverty are more likely to suffer from the effects of traffic than older people and more affluent households. Affluent households contribute most to emissions through ownership of the most vehicles. Research carried out by Imperial College London showed that there were higher concentrations of particulate matter and nitrogen dioxide in the most deprived 20% of neighbourhoods in England (Fecht et al., 2014). Air pollution also has an impact on children living in deprived areas. In 2015, 20% of London's primary schools were in areas that breach the legal limit for NO_2 (GLA, 2018a).

Political leaders across London are making air quality a priority. When boroughs' political and officers leads for environment met in February 2019, they recognised clean air as one of their two most pressing concerns, and since then 20 London boroughs have declared climate emergencies. Equally, the Mayor of London has

made cleaning up London's air a key priority for his administration, and we support the ambition for a zero emission transport network.

The London Environment Directors' Network (LEDNet) and the Association of Directors of Public Health London (ADPH London) have prepared this position statement to set out how – as senior officers – we believe we should be responding to this challenge, based on our expertise and the evidence available. We support effective solutions that take a whole system approach in tackling poor air quality; this includes considering it within a wider climate change framework.

Road transport is currently the most significant source of emissions in London, and a key priority for the city. The evidence shows that restricting emission of pollutants at source is the most effective means of

9000+
LONDONERS
die early every year because of air pollution

£3.7
BILLION
the cost of air pollution to London's economy

20%
PRIMARY SCHOOLS
are in areas that breach the legal limit for NO_2 (air pollution)

2x
AS LIKELY TO DIE
from lung diseases if you live in deprived vs affluent areas of London

Figure 1 Impacts of air pollution (GLA, 2018)

improving air quality. We therefore support policies and programmes that can do this; where we can encourage residents to embrace active travel by walking and cycling and use of public transport instead of driving this will also bring the added benefit of increased physical activity to overall health and wellbeing. Public transport will of course remain a key means of getting around, which is why subsidies and investment in public transport are also an effective means of tackling air pollution.

There are also considerable static sources of air pollution in London, mainly arising from gas boilers, machinery and construction, and industry. Other sources, including woodburning stoves, accidental fires and burning of waste, along with natural sources, are also contributors. We need new powers at the national and local level accompanied by adequate resources to effectively address these sources.

It is important to recognise that tackling poor air quality is everyone's business and that we all play a vital part: national agencies, local public services and Londoners themselves. We must therefore help our residents and businesses to understand the issue, its links to inequality and climate change, and how they can change their behaviour to make a positive difference, and ensure that they support interventions that are designed to protect their health. We recognise that technological development (e.g. the ability to work from home, and travel apps) is a major factor in changing the way in which residents and businesses use transport, and that it can be an ally in addressing reducing air pollution. We also recognise that policies need to be designed so that incentives and disincentives work in tandem to create the greatest impact and support behavioural change.

We set the following recommendations:

- Advocating for at least 2.5% of UK annual GDP to be spent on tackling air quality and climate change in the UK;
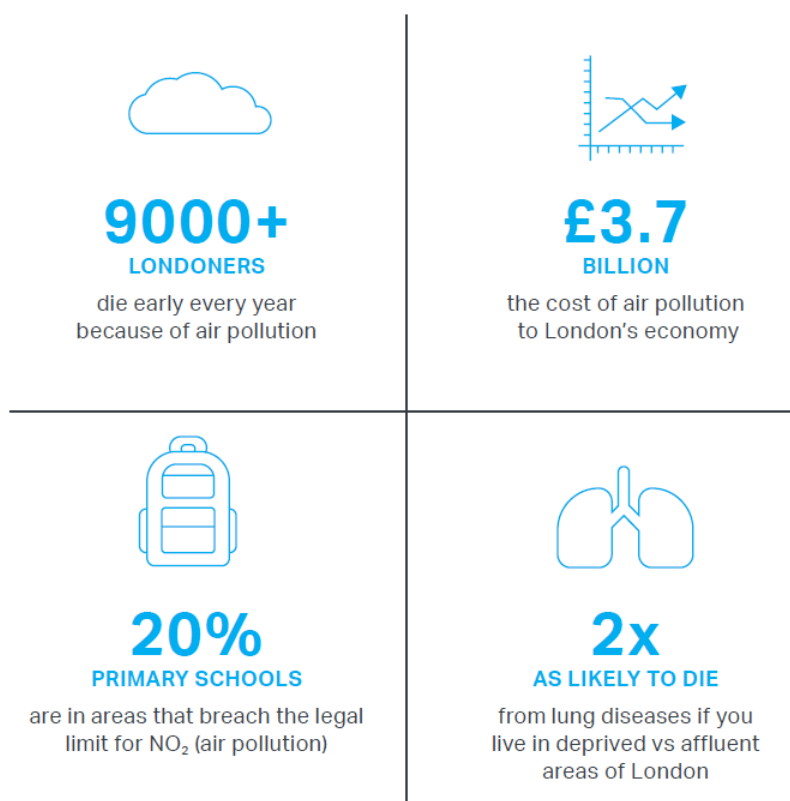
- Protecting children from exposure to poor air quality by:
  a) Implementing the Healthy Streets Approach to facilitate walking, cycling and public transport use and to discourage car use;
  b) Taking action to mitigate pollution hotspots, particularly those around schools, including taking air quality into account when designed and refurbishing schools and providing green infrastructure barriers where appropriate; and
  c) Protecting vulnerable populations, including children, older people and those with heart and lung disease, by providing information about less polluted routes and alerts and advice on what to do on high pollution days.
- Supporting a shared narrative on air quality and public health impacts across London that will change the public's perception around their own contribution to cleaning our air – including the overall benefits of physical activity to most people. This will include a campaign across London to ensure that the public understands the negative impacts of air quality on their health, how they can mitigate these effects and their individual responsibility in reducing air pollution;
- Restricting driving across the city, introducing support schemes such as the Ultra Low Emission Zone (ULEZ) and scrappage schemes and local schemes such as restricted and emissions-based parking, low emissions zones and building better walking and cycling infrastructure;
- Using public sector procurement and social value action to reduce our own contribution to air pollution, in particular by moving faster towards ultra-low and zero emissions vehicle fleets; and
- Speaking with one voice as boroughs to secure the resources and powers needed to reduce air pollution and protect the health of our residents.

London's air quality: a public health crisis

Research published in 2019 by Friends of the Earth shows that almost 500 parts of London are exceeding the legal limits for NO2 (Harvey and McIntyre, 2019). The most polluted places in London have vastly exceeded these limits: in 2016, Putney High Street broke the hourly limit more than 1,200 times. Twenty per cent of primary schools in London are located in areas that breach the legal limit for NO_2 GLA, 2018a). High levels of particulates mean that all Londoners are regularly exposed to concentrations levels of PM2.5 and PM_{10} that are higher than WHO standards (Centre for London, 2018).

Long term exposure to air pollution causes nearly 9,500 premature deaths in London every year through increased risk of disease such as heart disease, stroke, respiratory disease and cancer (Walton et al., 2015).[1] Research published in the last year has further highlighted links between air pollution and dementia, low birth weight and Type 2 diabetes (PHE, 2018). Exposure to air pollution has long-term and short-term effects, and is estimated to cost the NHS between £1.4 and £3.7bn annually in London alone (Walton et al., 2015).

83% of London residents think that tackling air pollution should be a priority (London Councils, 2019). London Councils Leaders' Committee has included action on clean air in London Councils' 'Pledge to Londoners'. At the same time, we know that there are close links between air quality and climate change, and as of June 2019 nearly half of London's boroughs have passed climate emergency declarations, recognising the need for urgent action on this issue and responding to the increasing public demand for action on climate change.

The principle sources of air pollution in London are road transport (50%) – primarily petrol and diesel cars and taxis, buses and HGVs – domestic and commercial gas, and aviation (see Annex 2), yet nearly 75% of trips currently made by car in London are walkable (TfL, 2018a). Our position also addresses non-transport

---

[1] This report only examined NO_2 and PM-related mortality; the true figure of related mortality is therefore likely to be higher.

sources, such as domestic heating; if and when they come to represent a greater share of emissions, our focus areas will be re-evaluated.

How do we achieve clean air in London?

National standards, funding and governance

The Government must put in place binding national standards that can deliver the clean, healthy air that our residents rightly demand. We welcome the Clean Air Strategy's intention to introduce policies that will bring the UK into compliance with the WHO standard; we call on the Government to strengthen this by introducing legal powers to meet the standards by 2030, and setting out a clear plan for achieving them, including the role that councils should play. The forthcoming air quality legislation expected to be introduced as part of the upcoming draft Environment Bill, will be an opportunity to clarify this situation.

The Government must also clarify how it will fund its air quality commitments, including the responsibilities placed on councils. Given that the Intergovernmental Panel on Climate Change have estimated that 2.5% global annual GDP will needed to limit warming to 1.5°C, and given the close links between climate change and air quality in relation to both causes and solutions, we are calling for at least 2.5% of UK annual GDP to be spent on tackling air quality and climate change in the UK, and for the UK government to work with other countries to secure comparable commitments (IPCC, 2018).

To support the delivery of these standards, the Government must also put in place an independent environmental watchdog that is adequately funded and empowered to hold the Government to account for these and other environmental targets, including through legal action, the levying of fines and the power to review and require action to reduce air pollution from Government departments and other public bodies, such as Highways England. All bodies must be required to take responsibility for the air pollution under their control, but without such overarching governance, actors at regional and local level cannot be effective. Finally, the Government should provide support to reduce emissions related to nationally significant infrastructure located in London, such as Heathrow airport. It is important to ensure that decisions over new airport capacity do not affect the UK's ability to meet EU limit values. Aviation already creates 9% of London's NOx emissions (LAEI, 2016).

At the regional level, we support coordinated efforts between the GLA and boroughs to lobby the Government for the funding and powers to tackle air pollution in London. We also recognise that there is a need for a shared vision and greater coordination across London's boroughs, and between boroughs, the GLA and TfL.

Emissions from transport

Emissions from road transport are currently the most significant source of air pollution in London. We should address both 'pull factors' that can encourage use of public transport and active travel, and reducing the contribution of private and commercial vehicles through 'push' factors. It is worth noting that, whilst we believe ultra-low and zero emission vehicles have a role to play, the evidence shows that restricting driving has the strongest, fastest and most well-evidenced benefits for reducing air pollution (PHE, 2019). This also enables us to link action on air quality to the need to address carbon emissions.

Incentivising public transport and active travel

We want to see many more Londoners walking and cycling, and using public transport, resulting in significant health, social, environmental and economic co-benefits. Investment, incentivisation and fiscal

levers of active modes of travel, should be a priority. As it stands, London is excluded from significant government funding for air quality improvements; this is both unjust and ineffective in terms of achieving our national targets.[2] We call on the government to provide active travel funding to London at levels commensurate with the scale of the challenge and opportunity in London, and in line with funding to local authorities outside the capital. We support the UK Health Alliance on Climate Change's ask for the Government to increase investment in active travel to at least £10 per capita by 2020.

Public transport in London needs to be environmentally sustainable. The Government should support local government to test new low and zero emission bus technology, including funding from the Clean Bus Technology Fund and other sources. We also welcome the Government's commitment to eliminating diesel-only trains by 2040.

In London, we welcome the Mayor's commitment to making the whole bus network zero emission by 2037, and we would like to see this deadline brought forward. In the short-term, all buses operating in London should be required to meet ULEZ standards (Euro VI), not just those operating in the current ULEZ zone. Whilst we welcome the Low Emission Bus Zones, we note that many other such hotspots exist; TfL should engage with the boroughs to identify and address all such areas as we move towards a zero emission transport network. We urge the Mayor to adopt increasingly stringent standards for these zones, as the technology becomes available. If successful, we would like to see electric buses rolled out across the TfL fleet. Furthermore, TfL should extend their recent review of central London bus routes to outer London in order to increase services and ridership where is already poor connectivity. More generally, we call for greater involvement of boroughs in bus planning, and greater transparency from TfL over bus planning processes.

Box 1: Enjoy Waltham Forest increases residents' 'life years' (Dajnak et al., 2018)

- LB Waltham Forest implemented measures to prioritise pedestrians and cyclists such as segregated cycle lanes, increased pocket parks and timed road closures since 2013
- Across the borough NO2 exposure will be reduced by up to 25 per cent and up to 13 per cent for particulate matter by 2020
- Population in Waltham Forest will could expect to see an increase life expectancy of around 6 weeks if air pollution concentrations improve as projected to 2020, compared
- with remaining at 2013 concentrations.
- People are becoming more active by walking and cycling for longer after these changes to local streets and neighbourhoods

---

In terms of place-shaping for low impact travel, much is already being done, including Transport for London's Mini Holland programme, which awarded £30m each to three outer London boroughs - Enfield, Kingston and Waltham Forest - to help create a network of cycle routes and improvements to the surrounding streets and public areas along these routes for all (GLA, 2019b). To deliver on London's aspirations – and aligning with LEDNet's joint statement with the Transport Environment Committee (LEDNet, 2019) – we are looking for the GLA to fund:
- Further joining up of cycling and walking routes with high use potential; and
- Accelerated delivery of the Healthy Streets Approach within boroughs.

---

[2] The Walking and Cycling Investment Strategy identifies £1.2 billion available for these modes to 2020/2021, but London boroughs are not eligible because they are thought to be supported under the funding between for TfL and the Mayor of London. Similarly, public transport investment set out in the Clean Air Strategy is also not available to London boroughs, and neither is public transport or active travel funding under the £220m Clean Air Fund.

At local level, LEDNet and ADPH members will work together across the whole system and with Business Improvement Districts (BIDs), to encourage locally appropriate public transport and active travel measures, including:

- Delivering co-implementation of different measures through the planning system which can provide multiple benefits, including introduction and maintenance of green infrastructure, linking new developments to public transport nodes and ensuring that they provide adequate cycle storage and links to high quality, safe cycling and walking routes, and prioritising buses and cyclists at junctions where it can improve safety and/ or improve public transport and cycling routes; and
- Incentivising active travel modes through the use of mobility credits, and looking to link these to public health programmes or scrappage schemes.

In terms of enabling local authorities to support positive transport choices, we recommend that support should be given to local authorities and private providers to develop journey planner apps that include live air pollution data, and that the impact of such apps is robustly evaluated.

Reducing the contribution of private and commercial vehicles to air pollution

The Government must set stronger national standards that will make private and commercial vehicles progressively cleaner, and encourage significant reduction in the use of these vehicles.
This should enable us to design out emissions from our transport system at source, whilst providing support and incentives – such as scrappage schemes – to ensure that the burden of transition sits with manufacturers rather than individuals, families and businesses.

We know that vehicles still do not meet the emissions standards they claim, and we call on Government to swiftly introduce legislation that compels manufacturers to recall vehicles for failures in emissions control systems. At the same time, the commitment to end the sale of new conventional petrol and diesel engine cars by 2040 should be tightened and brought forward. As proposed by the National Infrastructure Commission, the sale of new diesel HGVs should be banned no later than 2040. We note that countries like Norway, the Netherlands and India, and cities like Paris, have committed to more ambitious timescales for cleaner vehicles.

This should be complemented by effective long-term fiscal incentives to support the adoption of the cleanest private and commercial vehicles. The evidence around effective air quality interventions strongly supports the introduction of national road pricing (and shows that this would have other significant co-benefits), and local road pricing such as we see in London's ULEZ. Other effective measures that should be considered together as a package – include increasing fuel duty on more polluting vehicles and/ or introducing a diesel surcharge on Vehicle Exercise Duty (VED), increasing the 3% diesel surcharge under the Company Car Tax regime, supporting abatement retrofitting for vehicles already on the road, and introducing scrappage schemes. We also strongly support calls for London to receive its fair share of VED. We strongly support the two Mayoral scrappage schemes, for vans and to support low income families. However, like the Mayor we believe that this must be complemented with a national scrappage scheme; we note that scrappage scheme can have a negative impact on inequality without careful consideration, and that this must be addressed in their design.

We recognise the Mayor's action on taxis, but it is still the case that non-ULEZ compliant taxis could still be operating in London up to 2034. This is not acceptable in light of the public health challenge that air pollution represents, and we call on the Mayor to ensure that no non-ULEZ compliant taxi is operating in London beyond 2025.

In London, we believe that the ULEZ should become a Zero Emission Zone, to keep pace with technological development and achieve the highest levels of air quality. In the long-term, we would support consideration

of an integrated road pricing scheme in London, the revenues from which should be invested in the public transport and active travel. In the meantime, we offer to work with the GLA to support schemes that will improve air quality in borough that are outside of – or are bisected by – the ULEZ, as it expands. In parallel, the GLA and TfL should fund further low emission zones, which can deliver multiple environment and health benefits, and create a joined up strategy to deliver the modal share aim and reduce air pollution, including by recognising the reducing the very significant contribution of London's TfL-owned 'red routes.'

To complement this, the Government should support accelerated roll-out of charging infrastructure for low and zero emission vehicles, and we will push for an agreed strategic plan for the location of sufficient residential, car club and rapid charge points to meet projected demand, including through engagement with the Electric Vehicle Infrastructure Delivery Plan.

We want to see those businesses operating fleets taking the lead in transitioning to the lowest possible emissions in the shortest possible time with the NHS, likely to be one of the largest organisations in local areas, to be front runners in this transition. Aided by funding from scrappage schemes and progressive public sector procurement. Businesses should also explore innovative methods of taking vehicles off the road and reducing congestion, for example through greater use of back-hauling, shared deliveries and local consolidation centres. All businesses should consider consolidating services such as waste and recycling collection with neighbouring businesses, or via local BIDs.

However, the GLA needs to use their funding routes to support these activities and action to reduce vehicle use. In recent years, Local Implementation Plan funding has enabled boroughs to fund a wide range of interventions, from road safety engineering to cycling facilities to parking management projects. However, the LIP budget is under constant threat of being cut in future business planning rounds. Locally-led projects are precisely those will can cumulatively deliver the modal shift that Londoners need to see, and we call on the Mayor to guarantee at least current levels of funding for the next three business planning rounds.

At the local level, LEDNet and ADPH members will encourage action to reduce vehicle use, and adopt zero and low emission vehicles, including by:
- Restricting parking (for example via introducing local congestion charging, controlled parking zones, workplace parking levies, emissions-based parking permits and surcharges);
- Restricting driving via planning and development measures (for example restricting parking availability in new developments, investing in green infrastructure, introduction of coordinated Low Emission Zones, and evaluating the impact of other road alteration schemes such as phased traffic lights);
- Exploring a requirement for freight consolidation centres in areas of significant development or redevelopment, through Supplementary Planning Documents;
- Using public procurement (for example, to reduce the emissions from our own fleets and those of our contractors);
- Installing low emission charging infrastructure;
- Supporting shared mobility, including bike and car sharing schemes, which have additional health co-benefits;
- Engaging with schools and parents to reduce number of children being driven to school, for example through the introduction of school streets, and to evaluate the impacts of such schemes;
- Supporting exposure reduction programmes through planning and public engagement, which can also have a positive impact on reducing health inequalities;
- Promoting 'eco-driving' schemes (smooth driving, speed reduction and anti-idling) that supports clean air, including promoting and enforcing anti-idling; this can reduce air pollutions emissions and increase safety; and
- Promoting adherence to recently published NICE guidance on air pollution, which contains recommendations based on most recent evidence (NICE, 2019).

Emissions from the built environment

Reducing emissions via planning and development

Nationally, planning policy and building standards need to lead the way in promoting a healthy, low emission built environment, which will also help to tackle climate change and health inequalities, as well as delivering protection from industrial emissions.[3]

The forthcoming Environment Act should require all new and replacement boilers to meet an ultra-low NO_x standard, to complement the proposed restrictions – managed at the regional level – on Combined Heat and Power (CHP) and other fixed sources.

We also believe that national government should act to address emissions from buildings from wood and solid fuel burning, by enabling local authorities to declare and change smoke control areas (SCAs), making the offence under an SCA of solely not using an approved appliance or fuel (rather than basing it on visible smoke) and reforming enforcement of the Clean Air Act to make it more efficient and aligned with contemporary norms (e.g. nuisance).

At London level, the new draft London Plan encourages new developments to take air quality into account, by requiring that they meet the existing air quality neutral requirements; large-scale developments must be Air Quality positive. On the specific issue of gas boilers, we would like the Mayor to support new low carbon heating solutions for the capital, in collaboration with the boroughs. For example, we would welcome trials for low carbon gases, or electrified heating solutions.

Locally, we recommend that boroughs include policies in their Local Plans that set expectations for new developments – whatever their size - to consider mitigation of air quality impacts, including via green infrastructure provision and join up. Furthermore, all new developments should be required to ensure adequate secure cycle storage in each new home (as stipulated in the London Plan) and they should be required to provide plug-in technology for hybrid/electric vehicles in non-car-free developments. There are many positive examples of where planning gain has had a positive impact on local air quality or have been used to offset potential detrimental effects to local air quality; in order to secure contributions, this approach should be set out in strategic documents such as Core Strategies and Area Action Plans for individual boroughs (see Box 2). Boroughs can also produce Supplementary Planning Documents (SPDs) on air quality to fully embed air quality within the planning process: these must be considered in development proposals and which can be used in determining planning applications.

Box 2: Enabling clean air through planning

The London Borough of Greenwich secured:
- A 'low emission zone' for the development and construction of the Warren development;
- Strategic Travel Plan, low emission zone and air quality monitoring station secured for Greenwich Peninsula masterplan;
- Greenwich Millennium Village – emission based parking policies; and
- Ten electrical vehicle charging points.

For a superstore opening in the Zone, requirement for 50% of delivery vehicles and 50% of home delivery vehicles to meet the Euro V standard.

---

[3] There are strong synergies between air quality and energy efficiency. In addition to building standards, we therefore believe that fiscal policies could give greater weight and priority to energy efficiency in commercial and domestic properties, including through linking the Stamp Duty system to the energy performance of a dwelling to create an incentive for homebuyers to purchase a more efficient dwelling, and reforming mortgage affordability tests to better reflect the energy performance of a dwelling, and to encourage lenders to offer energy efficiency mortgages.

At the same time, consideration should be given to the costs to developers, and how these can be mitigated, where appropriate. We should be supporting progressive companies to innovate, in ways that increase public benefit.

In order to be effective, air quality planning policies need to be integrated with wider policies of the Local Plan and a borough's Air Quality Action Plan. To be effective, boroughs must also enforce planning policy locally, and give sufficient weight to air quality in planning negotiations. We will work with boroughs to support a review of Local Plans to identify and support greater link up through policy and officer support.

Reducing emissions from construction and industry

Emissions from Non-Road Mobile Machinery (NRMM) are the third greatest source of NOx in London and the second largest source of $PM_{2.5}$; we believe that there is scope to reduce these.

At national level, we support the call for the Government to introduce local powers to set and enforce emission zones from NRMM, including construction equipment (Barrett, 2019). This would provide much-needed extra strength to the existing NRMM Low Emission Zone in London, the effectiveness of which is constrained because it only applies to some sites and is created through planning conditions. A simpler zonal scheme would increase the effectiveness of the restrictions, make it easier and more efficient to enforce and include other significant uses of NRMM, such as road works and events.

Evidence suggests that some of the most effective methods of reducing air pollution are to require industrial developments to undertake abatement measures for both primary *and* secondary sources of dust, NOx and sulphur dioxide, with effective inspection and enforcement regimes. Such action has additional co-benefits beyond reducing air pollution.

At London level, we believe that the GLA should expand the lane rental scheme to boroughs roads, to better allow boroughs to manage the pollution impacts of construction and roadworks.

At local level, LEDNet members will work together to identify more effective methods of enforcement, including, if necessary, a review of licences and approvals to draw out best practice across the capital.

Monitoring and raising awareness of air quality levels

A lack of public awareness around the sources and impacts of air pollution emission is widely acknowledged, and means that it is even more challenging to take sufficient personal responsibility for reducing emissions. This also results in difficulties for individuals in doing all they can to protect themselves from air pollution, yet evidence suggests that reducing exposure to emissions is a very effective public health measure. Awareness-raising and related communications measures must measurably lead to behaviour change. Boroughs can support this by using information more effectively, including through segmentation of our audiences. We can also build on existing good practice, such as Defra's six principles for communication about air quality (Defra and PHE, 2017).

LEDNet, ADPH London and London Councils will work together to create and drive a shared narrative that reframes sustainable travel as an easier choice, making links to wider health and wellbeing benefits. We will use messaging that reaches hearts and minds, use behavioural insights, and communicate internally, externally and across the whole system (including TfL, PHE, GLA and the NHS). Encouraging Londoners to make a positive shift in transport choices will drive political leadership, further resources for sustainable transport and reduce car use, creating a social movement. As part of this, we will consider whether information on air quality status and activities is readily accessible to the right people at the right times,

including both residents and local authorities. We will also look at a campaign across London which ensures that the public understands the negative impacts of air quality on their health, how they can mitigate these effects and their individual responsibility in reducing air pollution.

We also commit to working in our boroughs to improve cross-departmental working to ensure that functions like transport planning deliver across multiple council priorities. In particular, we propose that air quality data should be included in Joint Strategic Needs Assessments so that Health and Wellbeing Boards, and other local partners, are have the information they need to act.

We'd like to encourage the NHS to raise awareness of what the general public can do to reduce exposure to air pollution, and the role they as individuals can play in reducing emissions. Healthy London Partnership Air Quality toolkit for NHS has a range of suggestion that NHS could support taking forward to address this agenda including monitoring air quality in and around hospitals (Healthy London Partnership, 2018).

Given the scale of the problem in London, we believe central government should provide more funding to improve and maintain the current air quality monitoring network in London. In London, the Mayor should work with boroughs that consider that the new LLAQM system would increase the reporting burden and require them to transfer funds from schemes to improve air quality.

LEDNet and ADPH air quality position: detailed asks and offers

Area	Position	Lead
National standards, funding and governance		
	Introduce a legal obligation to meet WHO air quality standards by 2030	Defra
	Commit to a target % of annual GDP to be spent on tackling air pollution and climate change	HMT, Defra, BEIS
	Set out a clear plan for achieving the WHO standards, including the role that councils should play and how that will be funded	Defra, MHCLG, DfT
	Put in place an independent environmental watchdog that is adequately funded and empowered to hold the Government to account	Defra
	Provide support to reduce emissions related to nationally significant infrastructure located in London, such as Heathrow airport, and ensure that decisions over new airport capacity do not affect the UK's ability to meet EU limit values	DfT, Defra
Emissions from transport		
Public transport	Invest in and subsidise public transport and active travel at levels commensurate with the scale of the challenge and opportunity in the city	DfT, Defra, MHCLG
	Support to local government to test new low and zero emission bus technology	Government
	In the long-term, bring forward the deadline for the whole London bus network to be zero emission	GLA, TfL
	In the short-term, ensure that all buses operating in London should be required to meet ULEZ standards (Euro VI) as soon as possible	GLA, TfL
	TfL should engage with the boroughs to identify and address all air pollution hotspots, particularly around schools, and adopt increasingly stringent standards for these zones, as the technology becomes available	GLA, TfL
	Extend the review of central London bus routes to outer London	GLA, TfL
Active travel	Fund work to join up cycling and walking routes with high use potential	GLA, TfL
	Fund accelerated delivery of the health streets approach	GLA, TfL
	Work together, and with BIDs, to encourage locally appropriate public transport and active travel measures, including co-implementation of measures through the planning system, and incentivising active travel modes	London boroughs, BIDs
Reducing driving and emissions from vehicles	Introduce legislation to compel manufacturers to recall vehicles for failures in emissions control systems	DfT
	Tighten and bring forward the ban on the sale of new conventional petrol and diesel engine cars to before 2040	DfT
	Ban the sale of new diesel HGVs no later than 2040	DfT
	Consider introducing national road pricing	DfT

	Increase fuel duty on diesel vehicles and / or increase Vehicle Exercise Duty on diesels	DfT
	Increase the 3% diesel surcharge under the Company Car Tax regime	DfT
	Ensure that London receives its fair share of VED	DfT
	Support abatement retrofit	DfT
	Introduce a national scrappage scheme for diesel vehicles	DfT, Defra
	Ensure that no taxi that is not ULEZ compliant is operating in London beyond 2025	GLA
	Support schemes that will improve air quality in borough that are outside of – or are bisected by – the ULEZ, as it expands	London Councils, LEDNet, GLA, TfL
	Fund further low emission zones	GLA, TfL
	Create a joined-up strategy to deliver the modal share aim and reduce air pollution, including by recognising the reducing the very significant contribution of London's TfL-owned 'red routes'	GLA, TfL, London Councils
	Support accelerated roll-out of charging infrastructure for low and zero emission vehicles	DfT, Defra
	Advocate for an agreed strategic plan for the location of sufficient residential, car club and rapid charge points to meet projected demand	LEDNet
	Transition fleets to the lowest possible emissions in the shortest possible time	Business
	Consider consolidating services such as waste and recycling collection with neighbouring businesses, or via local BIDs	Business
	Guarantee at least current levels of LIP funding for the next three business planning rounds	GLA
	Support effective and locally-appropriate policies to reduce vehicle use, and encourage adoption of zero and low emission vehicles	LEDNet
Emissions from the built environment		
Planning and development	Require all new and replacement boilers to meet an ultra-low NO_x standard	Defra
	Enable local authorities to declare and change smoke control zones (SCZs), making the offence under an SCZ of solely not using an approved appliance or fuel (rather than basing it on visible smoke)	Defra
	Reform enforcement of the Clean Air Act to make it more efficient and aligned with contemporary norms (e.g. nuisance)	Defra
	Support new low carbon heating solutions for the capital	GLA
	Include policies in Local Plans to set expectations for new developments – whatever their size - to consider mitigation of air quality impacts	Boroughs
	Support a review of Local Plans to identify and support greater link up through policy and officer support	LEDNet
	Introduce local powers to set and enforce emission zones from NRMM, including construction equipment	Defra

Construction and industry	Require industrial developments to undertake abatement measures for both primary and secondary sources of dust, NOx and sulphur dioxide, and implement effective inspection and enforcement regimes	Boroughs
	Expand the lane rental scheme to boroughs roads	GLA
	Identify more effective methods of enforcement, including, if necessary, a review of licences and approvals	LEDNet
Monitoring and awareness		
	Create and drive a shared narrative that reframes sustainable travel as a desirable choice, making links to health and wellbeing benefits, including clean air, including a pan-London campaign.	LEDNet, ADPH London, TfL, GLA, NHS, HLP
	Consider the development of a single access point to capture activity to improve air quality, helping to share learning and experience and avoid duplication.	LEDNet, ADPH London, GLA
	Provide more funding to improve and maintain the current air quality monitoring network in London	Defra
	Improve cross-departmental working, and ensure that air quality data is included in Joint Strategic Needs Assessments	LEDNet
	Provide information about less polluted routes and alerts and advice on what people can do on high pollution days. Helping to protect vulnerable populations, including children, but also older people and those with heart and lung disease.	LEDNet, ADPH London, London boroughs

Annex 1: Assessment of the effectiveness of air quality policies

Policy area	Our position	Supporting evidence
Standards and governance		
National standards	• Introduce a legal obligation to meet WHO air quality standards by 2030	• The World Health Organisation has recommended these standards.
National enforcement	• Put in place an independent environmental watchdog that is adequately funded and empowered to hold the Government to account	• Upon leaving the EU, we will need a replacement for the environmental compliance assurance mechanism that the European Commission currently provides.
National infrastructure	• Provide support to reduce emissions related to nationally significant infrastructure located in London, such as Heathrow airport	• Aviation emissions contribute 9% of NOx emissions and 5% of CO2 emissions (LAEI 2016).
Transport		
Active travel	• Provide active travel funding to London at levels commensurate with the scale of the challenge and opportunity in the city • Incentivising active modes through the use of mobility credits, and looking to link these to public health programmes or scrappage schemes • Work together through BIDs to improve walking and cycling routes and their usage • Fund further joining up of cycling and walking routes across high use routes • Ensuring that new developments provide adequate cycle storage and links to safe, high quality cycle routes • Prioritising cyclists at junctions	• Encouraging cycling and walking routes can create public health co-benefits, although there is limited evidence of their ability to improve air quality public health outcomes nationally or locally; the evidence base was weak (PHE 2019). • 'Active travel interventions at a limited scale do not generally improve air quality significantly, but the added physical exercise benefit makes them very effective transport interventions for improving public health outcomes'; 'Almost all studies reported positive results linked to increasing physical activity and active travel' (PHE 2019, p.50, 62).

Public transport	• Support to local government to test new low and zero emission bus technology • Ensure that all buses operating in London are required to meet ULEZ standards (Euro VI) as soon as possible • Bring forward the deadline for the whole London bus network to be zero emission • Tackle all bus-related hotspots, and adopt increasingly stringent standards for these zones, as the technology becomes available • Extend the review of central London bus routes to outer London	• Using new – i.e. lower emission – buses for the most polluted routes is potentially effective in improving AQ public health outcomes locally; the evidence base is weak (PHE 2019). • Evidence from London's low emission bus zones shows that uses buses that meet or exceed Euro VI standards reduced emissions by 87 – 92% (GLA 2018). • 'Renewal of the bus fleet significantly benefits air quality' (Titos 2015).
	• Invest in/ subsidise public transport • Link new developments to public transport nodes	• Subsiding public transport has the potential to improve AQ public health outcomes locally; the evidence base is weak (PHE 2019). • 'Evidence showed people who took up a free bus pass were more likely to use public transport and, therefore, less likely to use their car and contribute to air pollution' (PHE 2019, p.67).
Reducing car use	• National road pricing	• National road pricing is fully effective at improving AQ public health outcomes locally and nationally; the evidence base is weak (PHE 2019). • Other studies provide evidence that the most cost-effective single intervention is road pricing' (PHE 2019, p.64).
	• Fund further low emission zones • Introduce 'schools streets' within boroughs	• Low emission zones can be effective at improving air quality public health outcomes nationally and locally; it found limited evidence for their potential to create public health co-benefits; the evidence was medium strength in relation to transport, but weak in relation to planning interventions (PHE 2019). • Driving restrictions are fully effective in improving AQ public health outcomes locally; the evidence base is strong (PHE 2019). • The first month of the ULEZ has seen a 10% increase in the compliance rate with ULEZ standards, and around 9,400 fewer older more polluting vehicles seen in the zone on an average day (GLA 2019).

		• 'Our analyses indicate that there is a statistically significant, but rather small reduction of NO_2, NO, and NO_x concentrations associated with LEZs' (Morfeld 2014).
	• Introduce controlled parking zones		• 'Parking management was found to be cost effective [as an intervention to reduce air pollution]' (PHE, 2019, p.188).
	• Introduce workplace parking levies		• Workplace parking levies have potential to improve AQ public health emissions locally, though there is limited evidence that they can create public-health co-benefits, and may have a negative impact on improving inequalities (PHE 2019). • 'Parking management (involves reducing or removing the free parking for employees on-site) was also found to be cost effective at reducing trips to work' (PHE 2019, p.64).
	• Introduce more green infrastructure		• Establishing green infrastructure has potential to improve AQ public health outcomes locally; the evidence base is weak (PHE 2019). • Green infrastructure is potentially effective not only to improve air quality related public health outcomes, but also to improve health inequalities in urban areas and promote our health and well-being (PHE 2019). • 'There is evidence that appropriately designed urban green infrastructure can improve air quality and reduce exposure to noise on a local scale but should not be used in isolation to address air pollution' (PHE 2019, p.77).
	• Introduce phased traffic lights		• Active traffic light management has limited potential to improve AQ public health outcomes; the evidence base is weak (PHE 2019).
	• Supporting shared mobility, including bike and car sharing schemes, which have additional health co-benefits		• Promoting car sharing is potentially effective in improving AQ public health outcomes; the evidence base is weak (PHE 2019). • Encouraging cycling and walking routes can create public health co-benefits, although there is limited evidence of their ability to improve air quality public health outcomes nationally or locally; the evidence base was weak (PHE 2019).
	• Support exposure reduction programmes		• Exposure reduction programmes are potentially effective in improving AQ public health outcomes; they have limited effectiveness in creating public health co-benefits, but they have potential to improve inequalities; the evidence base is of mixed strength (PHE 2019). • 'Closing streets to private traffic… significantly benefits air quality' (Titos, 2015).

	• Promote 'eco-driving' schemes (smooth driving, speed reduction and anti-idling), including promoting and enforcing anti-idling	• As behavioural interventions, eco-driver training and anti-idling campaigns are potentially effective in improving air quality public health outcomes locally; eco-driver training has potential to create public health co-benefits, on for example safety, although anti-idling campaigns may only have a limited effective in this regard; the evidence base was of medium strength, but with significant uncertainty (PHE 2019). • As a transport intervention, eco-driving has limited effectiveness in improving AQ public health outcomes locally, although the evidence suggests that improved anti-idling enforcement has potential to effective in this regard; the evidence base was weak in both cases (PHE 2019). • Local authorities can implement no-idling zones in areas with vulnerable population (for example, schools, hospitals, care homes) (PHE 2019, p.56).
	• Consolidate services such as waste collection and deliveries	• Business waste consolidation can reduce air pollution by more than 90% (TfL, 2018).
Introducing cleaner vehicles	• General	• Air quality within urban areas is likely to be improved by any intervention that promotes the uptake of low and zero-exhaust emission vehicles, particularly electric vehicles (PHE 2019, p.50).
	• Introduce legislation to compel manufacturers to recall vehicles for failures in emissions control systems	• Driving restrictions are fully effective in improving AQ public health outcomes locally; the evidence base is strong (PHE 2019). • 'The evidence from this rapid evidence assessment suggested that planning interventions are crucial for improving air quality and reducing population exposure to air pollution. The interventions with the highest potential to be effective both at national but mainly at local scale are related to traffic. This review showed that driving restrictions produced the largest scale and most consistent reductions in air pollution levels, with the most robust studies' (PHE 2019, p.82). • 'Mueller et al [2017] predicted that a reduction in motor traffic with the promotion of active transport and the provision of green infrastructure would result in a considerable burden of disease avoided and substantial savings to the health care system' (PHE 2019, p.67). • Co-implementation of various planning measures (e.g. green infrastructure and restrictions on driving) is fully effectively in improving air quality public health outcomes locally, and is potentially effective in improving public health co-benefits and improving inequalities; the evidence base was weak (PHE 2019).

	• Local congestion charges	• Local congestion charges are potentially effective in improving air quality public health outcomes locally, but they have potential negative impacts on improving inequalities (PHE 2019).
	• Installing low emission charging infrastructure	• Development of EV charging infrastructure is potentially effective in improving AQ public health outcomes locally; the evidence base has medium strength (PHE 2019). • 'The use of alternative fuels would also require significant investment in recharging/refuelling infrastructure by individuals, businesses and developers, as well as grants and subsidies from local authorities and government' (PHE 2019, p.55). • 'Vehicle choice (i.e. the impact of consumer choice) can reduce air pollution if it leads to the removal of the most polluting vehicles from the roads or the replacement of one vehicle with another, less polluting, vehicle' (PHE 2019, p.123). • 'The increase in electric vehicles has shown a high impact on emission reduction of PM, SO2, oxides of nitrogen, volatile organic compounds and carbon monoxide' (PHE 2019, p.54).
	• Ban the sale of new diesel HGVs no later than 2040	• Diesel HGVs contribute 8% of London's NOx emissions (LAEI, 2016) • 'A clean, low cost freight revolution by 2050 is possible if government and industry work to embrace alternatives to diesel… Government should commit to achieving zero freight emissions by 2050 and identify the infrastructure requirements to support the transition, giving the freight and vehicle industries time to plan and adapt' (NIC 2019).
	• Increase fuel duty on diesel vehicles and / or increase Vehicle Exercise Duty on diesels • Increase the 3% diesel surcharge under the Company Car Tax regime	• Increasing fuel duty on diesel vehicles is fully effective at improving AQ public health outcomes locally; however, it may have a negative impact on improving inequality, which needs to be managed; the evidence base is weak (PHE 2019). • 'A study focusing on the Republic of Ireland highlighted that increases in car taxation to drive decarbonisation of fleets reduced NOx emissions' (PHE 2019, p.59).
	• Support abatement retrofit	• Supporting abatement retrofit is fully effective at improving AQ public health outcomes locally; the evidence base is weak (PHE 2019).
	• Introduce a national scrappage scheme for diesel vehicles	• Scrappage schemes are potentially effective in improving AQ public health outcomes locally; the evidence base has medium strength (PHE 2019).

		• Scrappage schemes have been recommended by IPPR (Laybourn-Langton 2016) and by Policy Exchange (Howard 2016)
	• Emissions-based parking permits and surcharges	• 'Very effective interventions for enhancing public health were… congestion and parking charges, which can help reduce car use' (PHE 2019, p.59).
Built environment		
Heating	• Require all new and replacement boilers to meet an ultra-low NO_x standard • Support new low carbon heating solutions for the capital	• Domestic gas combustion accounts for 6% of NOx emissions, and a further 10% comes from industrial and commercial gas combustion (LAEI 2016)
Industrial emissions and non-road mobile machinery	• Require industrial developments to undertake abatement measures for both primary and secondary sources of dust, NOx and sulphur dioxide, and implement effective inspection and enforcement regimes • Introduce local powers to set and enforce emission zones from NRMM, including construction equipment	• Primary abatement of NOx and SO2, and secondary dust abatement from industry is fully effective at improving air quality public health outcomes locally; the evidence base is strong (PHE 2019). • Primary VOC abatement and secondary abatement of NOx, SO2 and VOC are all fully effective at increased air quality public health outcomes locally; the evidence base is of medium strength (PHE 2019).
Monitoring and awareness		
Public awareness	• Understanding the needs of different groups of residents in order to better support their active travel choices • Undertaking public engagement work that can help people to make active travel choices • Create and drive a shared narrative that reframes sustainable travel as a desirable choice, making links to health and wellbeing benefits, including clean air • Support the development of a single portal for air quality information	• Public engagement is potentially effective in improving air quality public health outcomes locally, and public health co-benefits; the evidence base was weak (PHE 2019).

Annex 2: Sources of air pollution in London

Figure 1: NOx sources in Greater London in 2016 (LAEI 2016)
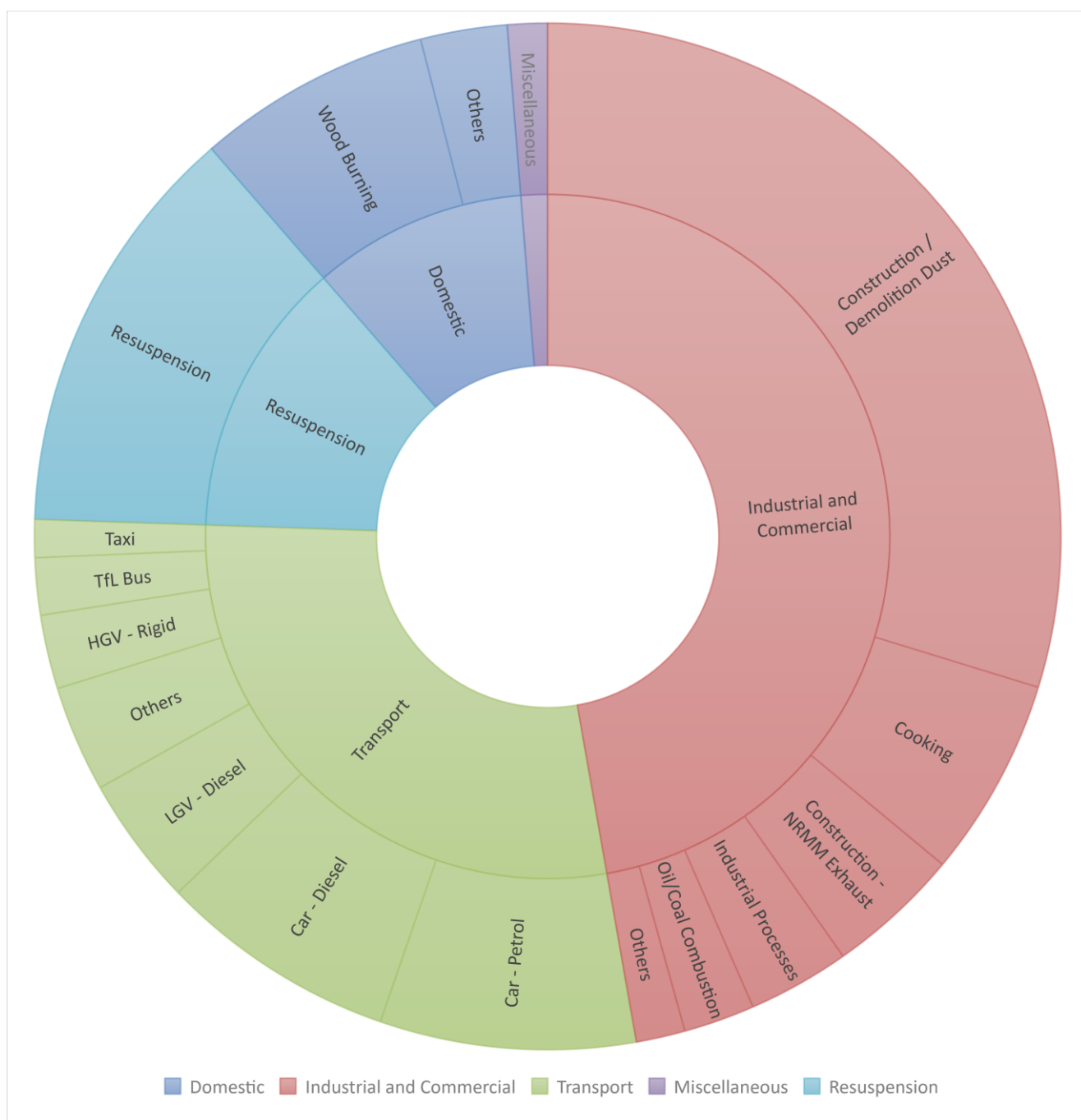
Figure 2: PM$_{10}$ sources in central London in 2016 (LAEI 2016)
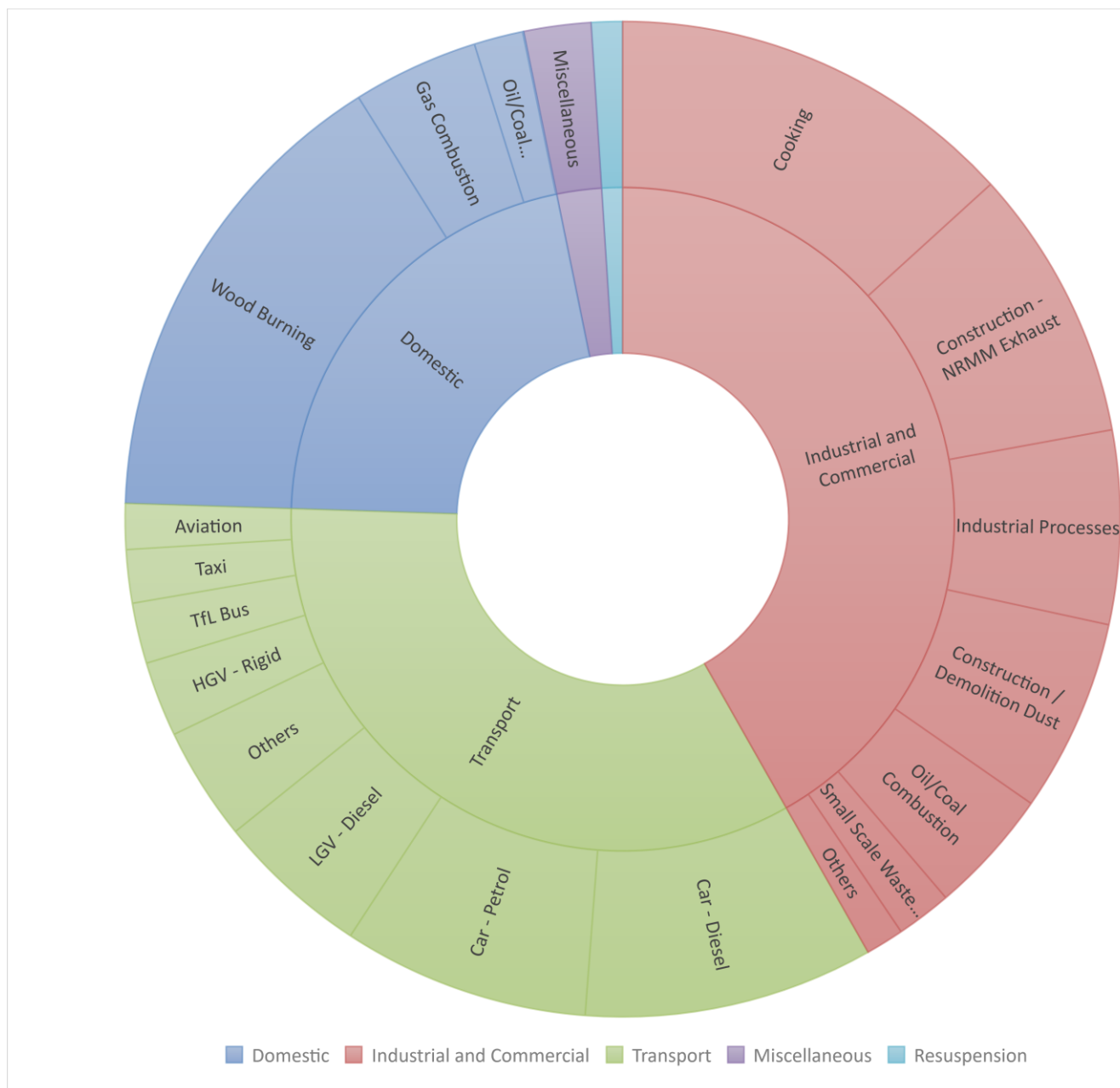
Figure 3: PM$_{2.5}$ sources in central London in 2016 (LAEI 2016)

Figure 4: CO_2 sources in central London in 2016 (LAEI 2016)

Particulates ($PM_{2.5}$ and PM_{10}) and Nitrogen Dioxide (NO_2) are commonly seen as the most dangerous forms of air pollution due to their high concentrations and the negative health impacts they create; this position focuses on these pollutants, but we recognise that Sulphur dioxide (SO_2), ozone and occasionally carbon monoxide can also impact health and the environment. We have also included information about CO2, recognising the extensive overlap between actions that reduce air pollution, and those that tackle climate change.

Annex 3: Air quality regulatory framework

The regulatory framework for controlling air pollution in the UK comprises, the Environment Act 1995, the Air Quality Standards Regulations 2000 and the Air Quality (Amendment) Regulations 2010. All are based on EU Directives, which are themselves aligned with the UN Convention on Long-Range Transboundary Air Pollution.

The Regulations set out our EU-derived national targets for $PM_{2.5}$, PM_{10} and NO_2 by 2020 (see Annex 3), of which we are in breach.[4] The European Court of Justice has ruled that the UK must put in place a plan to achieve air quality limits in the "shortest time possible", and this has driven the production of a new national Clean Air Strategy, published in February 2019.

Local authorities have a responsibility, under the Environment Act 1995, for meeting the air quality targets via the designation of Air Quality Management Areas (AQMAs) for places that exceed air quality targets, with associated Air Quality Action Plans (AQAP) containing measures to reduce air pollution.

The London Environment Strategy (LES) and the Mayor's Transport Strategy (MTS) set out the policy direction for air quality in the capital, with the aim for London to have "the best air quality of any major world city by 2050, going beyond the legal requirements to protect human health and minimise inequalities." We welcome this ambition, although there are areas where further action is needed to realise it.

Borough-level management of AQMAs and AQAPs is overseen by the London Local Air Quality Management system for London (LLAQM), and the LES commits to using the LLAQM to assist and require boroughs to tackle air quality. All 32 boroughs and the City of London have designated AQMAs and are therefore required to produce an AQAP.

Pollutant	EU limit level	Averaging period	WHO limit level
$PM_{2.5}$	25 µg/m3	1 year	10 µg/m3
	None	24 hours	25 µg/m3
PM_{10}	50 µg/m3	24 hours	50 µg/m3
	40 µg/m3	1 year	20 µg/m3
Sulphur Dioxide (SO_2)	None	10 minutes	500 µg/m3
	350 µg/m3	1 hour	None
	125 µg/m3	24 hours	20 µg/m3
Nitrogen dioxide (NO_2)	200 µg/m3	1 hour	200 µg/m3
	40 µg/m3	1 year	40 µg/m3
Carbon monoxide (CO)	10 mg/m3	Maximum daily 8 hour mean	None

Table 1: EU and WHO limit levels for pollutants (differences given in blue)

---

[4] The National Emission Ceilings Regulations 2018 set out national targets for the same pollutants by 2030. Limits are structured so that there are a maximum number of exceedances allowed at hourly and annually averages.

Annex 4: About us

London Environment Directors' Network

LEDNet is the membership association for London's Environment Directors. Together, they develop research, trial new interventions and undertake policy advocacy at a regional and national level, to achieve enhanced environmental outcomes, increase adoption of best practice and successful innovation, and deliver more cost effective outcomes for London residents.

Association of Directors of Public Health – London

The Association of Directors of Public Health (ADPH) is the representative body for Directors of Public Health (DsPH) in the UK. It seeks to improve and protect the health of the population through collating and presenting the views of DsPH; advising on public health policy and legislation at a local, regional, national and international level; facilitating a support network for DsPH; and providing opportunities for DsPH to develop professional practice. The Association has a rich heritage, its origins dating back 160 years. It is a collaborative organisation working in partnership with others to maximise the voice for public health.

ADPH has published a policy position on outdoor air quality in November 2018. It has been developed in partnership with the membership and led by the ADPH Air Pollution Policy Advisory Group. We welcome an opportunity to use our national policy statement and work with LEDNet to develop joint London Air Quality Statement.

Bibliography

Aether (2017) *Update Analysis of Air Pollution Exposure in London*, Oxford: Aether. Available at: https://www.london.gov.uk/sites/default/files/aether_updated_london_air_pollution_exposure_final_20-2-17.pdf

Barrett T. (2019) 'City leaders to press government on Clean Air Bill'. Available at: https://airqualitynews.com/2019/02/14/leaders-meet-at-clean-air-summit-as-mayor-doubles-scrap-for-cash-fund/

British Vehicle Rental and Leasing Association (BVRLA) (2019) *Mobility credits scrappage scheme.* Available at: https://www.bvrla.co.uk/uploads/assets/uploaded/117ffa63-be62-49a1-9a518f4943eca7e4.pdf

Centre for London (2018) *The London Intelligence*. Available at: http://www.centreforlondon.org/wp-content/uploads/2018/05/Issue-4-TLI.pdf

Dajnak D., Walton H., Stewart G., Smith J.D. and Beevers S. (2018) *Air Quality: concentrations, exposure and attitudes in Waltham Forest*. London: King's College London. Available at: https://drive.google.com/file/d/1MGyThE5H9lgrzhCkjQlKKg7vhuW6pGMR/view

Defra and Public Health England (PHE) (2017) *Air Quality: A Briefing for Directors of Public Health*. London: Defra. Available at: https://laqm.defra.gov.uk/assets/63091defraairqualityguide9web.pdf

Fecht, D. et al., 'Associations between air pollution and socioeconomic characteristics, ethnicity and age profile of neighbourhoods in England and the Netherland', Environmental Pollution, Vol. 198, 201-210, 2014

Fensterer V., Kuchenhoff H., Maier V., Wichmann H., Breitner S., Peters A., et al., 'Evaluation of the impact of low emission zone and heavy traffic ban in Munich (Germany) on the reduction of PM10 in ambient air', International Journal of Environmental Research and Public Health 2014; 11(5):5094–112.

Greater London Authority (GLA) (2018a) *London Environment Strategy*, London: GLA. Available at: https://www.london.gov.uk/what-we-do/environment/london-environment-strategy

GLA (2018b) *Mayor's Transport Strategy*, London: GLA. Available at: https://www.london.gov.uk/what-we-do/transport/our-vision-transport/mayors-transport-strategy-2018

GLA (2018c) *Low Emission Bus Zones: evaluation of the first seven zones*, London: GLA. Available at: https://www.london.gov.uk/WHAT-WE-DO/environment/environment-publications/low-emission-bus-zones-evaluation-first-seven-zones

GLA (2019a) "First month of Mayor's ULEZ sees 74 per cent of vehicles comply", 16 May 2019. Available at: https://www.london.gov.uk/press-releases/mayoral/almost-three-quarters-complying-with-new-standards

GLA (2019b) 'Transforming cycling in outer boroughs: Mini-Hollands programme'. Available at: https://www.london.gov.uk/what-we-do/transport/cycling-and-walking/transforming-cycling-outer-boroughs-mini-hollands-programme

Harvey F. and McIntyre N. (2019) 'Pollution map reveals unsafe air quality at almost 2,000 UK sites'. Available at: https://www.theguardian.com/environment/2019/feb/27/pollution-map-reveals-unsafe-air-quality-at-almost-2000-uk-sites.

Healthy London Partnership (2018) 'Toolkit for NHS Trusts: supporting the NHS to reduce its impact on air pollution'. Available at: https://www.healthylondon.org/resource/toolkit-nhs-trusts-supporting-nhs-reduce-impact-air-pollution/

Howard R., Beevers S. and Dajnak D. (2016) *Up in the Air: How to Solve London's Air Quality Crisis – Part II*. Available at: https://policyexchange.org.uk/publication/up-in-the-air-how-to-solve-londons-air-quality-crisis-part-2/

Intergovernmental Panel on Climate Change (IPCC) (2018) *Summary for Policymakers. In: Global warming of 1.5°C. An IPCC Special Report on the impacts of global warming of 1.5°C above pre-industrial levels and related global greenhouse gas emission pathways, in the context of strengthening the global response to the threat of climate change, sustainable development, and efforts to eradicate poverty* [V. Masson-Delmotte, P. Zhai, H. O. Pörtner, D. Roberts, J. Skea, P. R.

Shukla, A. Pirani, W. Moufouma-Okia, C. Péan, R. Pidcock, S. Connors, J. B. R. Matthews, Y. Chen, X. Zhou, M. I. Gomis, E. Lonnoy, T. Maycock, M. Tignor, T. Waterfield (eds.)]. Geneva: World Meteorological Organization.

London Atmospheric Emissions Inventory (LAEI) 2016. Available at: https://data.london.gov.uk/dataset/london-atmospheric-emissions-inventory--laei--2016

London Environment Directors' Network (LEDNet) and Transport and Environment Committee (2019) *TEC-LEDNet Joint Statement*. Available at: https://www.londoncouncils.gov.uk/our-key-themes/environment/london-environment-directors-network/tec-lednet-joint-statement

London Councils (2019) '2019 Air Quality Public Polling'. Available at: https://www.londoncouncils.gov.uk/our-key-themes/environment/air-quality-london/air-quality-public-polling

Laybourn-Langton L., Quilter-Pinner H. and Ho H. (2016) *Lethal and Illegal: Solving London's air pollution crisis*, London: IPPR. Available at: https://www.ippr.org/publications/lethal-and-illegal-solving-londons-air-pollution-crisis

Mitchell, G. and Dorling, D. 'An environmental justice analysis of British air quality', *Environment and Planning A*, Volume 35, 909-929, 2003

Morfeld P., Groneberg D.A., Spallek M.F. 'Effectiveness of low emission zones: Large scale analysis of changes in environmental NO, NO and NOx concentrations in 17 German cities.' PLoS One. 2014 Aug 12;9(8):e102999. doi: 10.1371/journal.pone.0102999. eCollection 2014.

National Infrastructure Commission (2019) *Better delivery: the challenge for freight: freight study final report*. Available at: https://www.nic.org.uk/publications/better-delivery-the-challenge-for-freight/

National Institute for Health and Care Excellence (NICE) (2019) *Air Pollution: outdoor air quality and health*. Available at: www.nice.org.uk/guidance/qs181

PHE (2018) 'Health matters: air pollution'. Available at: https://www.gov.uk/government/publications/health-matters-air-pollution/health-matters-air-pollution

PHE (2019) *Review of interventions to improve outdoor air quality and public health*, London: PHE. Available at: https://www.gov.uk/government/publications/improving-outdoor-air-quality-and-health-review-of-interventions

Transport for London (TfL) (2018a) *Walking Action Plan*. Available at: http://content.tfl.gov.uk/mts-walking-action-plan.pdf

TfL (2018b) *Waste consolidation: Streamlining your waste and recycling collections*, London: TfL. Available at: http://content.tfl.gov.uk/wasteconsolidation.pdf

Titos G., Lyamani H., Drinovec L., Olmo F.J., Mocnik G., Alados-Arboledas A. 'Evaluation of the impact of transportation changes on air quality.' *Atmospheric Environment* 2015; 114:19–31.

UK Health Alliance on Climate Change (2018) *Moving Beyond the Air Quality Crisis: realising the health benefits of acting on air pollution*. Available at: www.ukhealthalliance.org/wp-content/uploads/2018/10/Moving-beyond-the-Air-Quality-Crisis-4WEB-29_10-2018-final-1.pdf

Yorifuji T., Kashima S., Doy H. 'Acute exposure to fine and coarse particulate matter and infant mortality in Tokyo, Japan (2002-2013)'. *Science of the Total Environment* 2016; 551-552:66–72

Walton H., Dajnak D., Beevers S., Williams M., Watkiss P. and Hunt A. (2015) *Understanding the Health Impacts of Air Pollution in London*, London: King's College London. Available at: https://www.london.gov.uk/sites/default/files/HIAinLondon_KingsReport_14072015_final_0.pdf.

London Councils' TEC Executive Sub Committee

Climate Change – Borough Actions so far and Future Activity

Item No: 04

Report by:	Katharina Winbeck	**Job titles:**	Strategic Lead - Transport, Environment & Infrastructure
Date:	12 September 2019		
Contact Officer:	Owain Mortimer		
Telephone:	020 7934 9832	**Email:**	owain.mortimer@londoncouncils.gov.uk

Summary:

Recommendations: The Committee is asked to:

1. Note and comment on the report

Introduction

1. At the last TEC Executive meeting held on Thursday 18 July 2019, members considered a paper providing an overview of the recent focus on climate change action within local authorities, particularly the Climate Emergency Declarations. The report also provided an overview of the work of UK100 who are engaging with local authorities nationally on this issue and proposed to coordinate this action across London through London Councils.

2. Most London boroughs are taking specific action on climate change but with different approaches. Most are declaring climate emergencies, some have not but the vast majority are developing climate action plans.

3. In addition to this, the 26th Conference of the Parties (COP), an annual UN event which reviews the national communications and emissions of parties to the UN Convention on Climate Change, will most likely take place in the UK in November 2020 (the final announcement will be made at COP25 in Santiago, Chile in December 2019). The first COP took place in 1995 in Berlin and two well-known COP meetings were Kyoto in 1997 and Paris in 2015. Prime Minister Boris Johnson has appointed Claire Perry as the President of COP26 and she has recently announced that the main event in November 2020 would take place in Glasgow.

4. The COP26 being in the UK represents a great opportunity to showcase the actions local authorities and therefore London's boroughs are taking to address climate change in their area and beyond.

Climate Change Activities Update

5. London Councils has initiated some fact-finding initiatives around climate change activities. LEDNet completed a survey about what their boroughs are doing on climate emergencies / climate action planning and London Councils held a workshop with officers to identify some of the key priority areas for targeted action and potential areas of collaboration. The workshop also helped to establish an officer network, clarified the activities boroughs are currently undertaking, and discussed where further engagement is required.

6. At the time of the last TEC Executive meeting, sixteen boroughs had declared climate emergencies. This figure is now at twenty-four[1]. There are a broad range of activities planned, as well as a range of different targets adopted. Most boroughs have adopted motions calling for boroughs to be carbon neutral by 2030. However, there is some nuance; some boroughs have separate targets for the whole borough and the councils' own activities; some boroughs have distinguished between being carbon neutral and 'carbon free'[2].

7. There are some boroughs who will not declare a climate emergency but are completing a climate action plan. Most boroughs are working on a very ambitious timescale for this and are taking a variety of approaches to how they develop their plan, and what it includes. Currently, there is a lack of clarity on what scope of activities the boroughs should be counting in terms of emissions.

8. The discussion highlighted some common areas the boroughs are focusing on whilst developing their action plans, including;

    - Public engagement;
    - Establishing and understanding a robust emissions baseline (many are looking for consultancy support for this);
    - Energy efficiency / retrofit projects;
    - Renewable energy generation projects;
    - Engagement with other key stakeholders, such as public sector organisations and businesses

9. The meeting also provided a better understanding of where a pan-London approach could be beneficial, for example:

    - Energy efficiency projects and programmes, particularly retrofitting;
    - Energy generation – renewables projects, heat networks;
    - Sustainable procurement, including energy;
    - Influencing and engaging with the planning sector;
    - Decarbonising public transport / vehicles / EV projects;
    - Central government advocacy.

---

[1]Brent, Camden, Croydon, Ealing, Enfield, Greenwich, Hammersmith & Fulham, Hackney, Haringey, Harrow, Hounslow, Islington, Kingston upon Thames, Lambeth, Lewisham, Merton, Newham, Redbridge, Richmond upon Thames, Southwark, Sutton, Tower Hamlets, Waltham Forest, Wandsworth.

[2] Carbon neutral means that there are likely to still be emissions created which would be offset by other activities, and carbon zero means that there are no emissions created at all.

10. There is an appetite within several pan-London officer and member groupings operating in London to be very proactive on climate change, which will need some coordination by London Councils. Officers are currently working through the detail of this within the context of the TEC Agreement as well as exploring ways in which boroughs can best be supported in developing climate action plans and to coordinate action across London, based on the information gathered so far.

11. Through this first meeting on climate change action, some sharing of information and good practice has already started, which is a key aspect for borough officers. The next TEC / LEDNet joint meeting on 13 November will discuss climate change and focus on some of the difficult decisions boroughs will have to make, as well as help formulate some of the central government advocacy we wish to take further.

Recommendations: The Committee is asked to:

       1. Note and comment on the report;

Financial implications for London Councils

None arising from this report

Legal implications for London Councils

None arising from this report

Equalities implications for London Councils

None arising from this report

London Councils' TEC Executive Sub Committee

The Final Report of the Task & Finish Group on Car Clubs

Item no: 05

Report by:	Paulius Mackela	**Job Title:**	Principal Policy & Project Officer
Date:	12 September 2019		
Contact Officer:	Paulius Mackela		
Telephone:	020 7934 9829	**Email:**	paulius.mackela@londoncouncils.gov.uk

Summary: The car club sector could become an important part of London's journey towards a more sustainable transport but there are significant challenges to achieving this. The Task & Finish Group on Car Clubs was brought together by London Councils' officers to provide an in-depth analysis of the current state of car clubs in London and to identify ways in which car sharing could contribute in responding to environmental, population growth and congestion challenges. This is the final report of the Group outlining a list of recommendations for agreement.

Recommendations: The Committee is asked to:

- Note and comment on the report
- Agree the final recommendations put forward by the Task & Finish Group on Car Clubs

The Final Report of the Task & Finish Group on Car Clubs

Introduction / Overview

1. London Councils' Transport and Environment Executive Sub Committee (TEC Executive) received a 'Future Mobility: Recognising and seizing opportunities in London[1]' report on 15 November 2018, which suggested a more active role for the TEC Executive in contributing to policy development for autonomous transport, bicycle and car sharing schemes, demand-response services and developments in smart mobility platforms. Members agreed to the report's recommendation to set up temporary Task & Finish Groups and for car sharing (car clubs) to be the first focus area.

2. At the TEC Executive meeting on 19 February 2019, members received a follow-up report[2] outlining the proposed structure for the Task & Finish Group on Car Clubs. The report clarified the composition, purpose, scope, size, timeline and other relevant information about the Group. Members agreed with the proposals and the Task & Finish Group on Car Clubs was brought together. The purpose of the Group was to provide an in-depth analysis of the current state of car clubs in London and to identify ways in which car sharing could contribute in responding to environmental, population growth and congestion challenges.

3. The inaugural meeting of the group was held on Wednesday 20 February 2019 with following six meetings scheduled every three weeks. The final meeting of the Group was held on 24 July 2019.

4. At the TEC Executive meeting on 18 July 2019, members received an update report on the work of the Group, which outlined a list of potential recommendations for their comments. In addition to providing their initial feedback on the potential recommendations, members also agreed for *Smart Mobility & MaaS* to be the second focus area of the Future Mobility Agenda.

Final recommendations

5. The following set of recommendations is based on the Group's discussions throughout the first half of 2019 and does now include the comments from the Committee.

6. The recommendations are grouped into six different categories:
   A) Understanding car sharing
   B) Data and evidence base
   C) Operational arrangements
   D) Low emission zones, electric vehicles and car sharing
   E) Coordinating London's car sharing policy
   F) On-going engagement between car clubs and London's government

7. The table below provides a summary of recommendations, lists stakeholders responsible for each action, suggests timescales and identifies whether there is a resource gap or not. The resource gap could be funding or officer capacity.

---

[1] Full report can be accessed here: https://www.londoncouncils.gov.uk/node/34772
[2] Full report can be accessed here: https://www.londoncouncils.gov.uk/node/35118

8. More detailed information on each recommendation is provided at Appendix A.

Category	Recommendation	Responsibility[3]	Date	Resource gap[4]
A: Understanding car sharing	1. Provide more accessible information to borough officers and local councillors via a briefing document and an updated multi-purpose page on the website	London Councils	2019	No
	2. Keep accreditation schemes up to date in line with annual consultation and renewal timetables to ensure the inclusion of the latest safety, emissions and data standards	BVRLA, CoMoUK	Ongoing/ annually	No
B: Data and evidence base	3. Support RAC Foundation and Imperial College London's research project aiming to propose a standardised format of data output for London car clubs and local authorities	London Councils *(Lead Stakeholder)* and TfL	2019	No
	4. Following the publication of the research project noted in recommendation no.3, find the most appropriate way to centralise pan-London car sharing operational data	London Councils, the GLA, TfL *(Lead Stakeholder)*, local authorities and the industry	2019/20	Yes
	5. Recognising the value of the Car Club Annual Survey reports, hold further discussions to find appropriate arrangements to continue the surveys and improve the evidence base by including additional data and analysis	London Councils, TfL and CoMoUK *(Lead Stakeholder)*	2019 / Ongoing	Yes
C: Operational Arrangements	6. Produce a guidance document alongside a set of different ways of having active car sharing operations in place to improve consistency across the capital whilst providing flexibility for boroughs	London Councils *(Lead Stakeholder)*, TfL and local authorities	Start in 2019/20	Yes
	7. Include BVRLA and CoMoUK's accreditation schemes in agreements with operators	Local authorities	Ongoing at the point of letting contracts	No
	8. Following the publication of the research project noted in recommendation no.3 and the development of the most appropriate way to centralise data on a pan-	Local authorities	Ongoing at the point of letting contracts	No

---

[3] Where relevant, lead stakeholders were identified for the recommendations.
[4] The resource gap could be funding, officer capacity or both

Category	Recommendation	Responsibility[3]	Date	Resource gap[4]
	London basis (see recommendation no.4), include data expectations and submission guidance into all future agreements			
D: Low emission zones, electric vehicles and car sharing	9. Review the existing policies on car sharing and develop a shared understanding between London Councils, the GLA, TfL, the boroughs and the car sharing industry of the role of car clubs as part of plans for ULEZ expansion in 2021 (including scrappage schemes) and other relevant projects (i.e. local zero emission zones), and the promotion and uptake of electric vehicles	London Councils *(Lead Stakeholder)*, the GLA, TfL *(Lead Stakeholder)*, local authorities and the industry	From now to October 2021	No
E: Coordinating London's car sharing policy	10. Develop and support a new part-time officer role aiming to coordinate London's car sharing policy to ensure the continuation and success of the work started by the Task & Finish Group on Car Clubs	London Councils *(Lead Stakeholder)*, the GLA, TfL *(Lead Stakeholder)*	Start in 2019 / ongoing	Yes
F: On-going engagement between car clubs and London's government	11. Coordinate regular quarterly or biannual meetings and training events on car sharing in the capital	The GLA, local authorities, London Councils, TfL, BVRLA and CoMoUK	Start in 2019 / ongoing	Yes

Conclusion

9. The car club sector could become a part of London's journey towards more sustainable transport, but there are challenges to achieving this goal.

10. Over the past months, the Task & Finish Group on Car Clubs has been meeting regularly to understand the key challenges and opportunities and agree on a set of recommendations. Following the advice from members of TEC Executive in July 2019 and the feedback received from the car sharing industry, the Group finalised the list of recommendations for agreement at TEC Executive in September 2019.

Recommendations
The Committee is asked to:
- Note and comment on the report
- Agree the final recommendations put forward by the Task & Finish Group on Car Clubs

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.

Appendix A

Final Recommendations to TEC Executive
Task & Finish Group on Car Clubs

Category A: Understanding car sharing

Challenge: Perceptions and understanding of car sharing are not consistent throughout the capital.

1. The group identified and discussed four key car sharing models. It recommends that London Councils' officers produce a briefing document outlining key aspects of each model (back to base, point to point, flexi and peer-to-peer) aimed to inform councillors and borough officers. The proposed brief should also include information about the local government car club schemes (also known as Council car sharing fleets).

   Further to this, London Councils should set up a new page on its website to store all relevant information about the work on car sharing to date (i.e. the Car Club Coalition of 2015, Task & Finish Group on Car Clubs, research papers, links to relevant resources, etc.). This should be done in collaboration with all other partners and act as a centralised page able to signpost users to relevant sources of information.

2. The British Vehicle Rental and Leasing Association (BVRLA) has a mandatory code of conduct[5] for car clubs that includes an audit regime and alternative dispute resolution service, and CoMoUK runs an accreditation scheme[6] explicitly for car sharing operators. These two schemes provide assurances to local authorities and users on an agreed set of standards for car sharing operators. The group recommends that both organisations continue to update their criteria to meet the highest possible standards with a focus on safety and emissions standards amongst others, and to reflect a need to supply local authorities with certain data agreed by relevant stakeholders.

   The group notes however that neither of the two accreditation schemes fully cover peer-to-peer operators and that this is an area where further work is needed. At the meeting of the group on 24 July 2019, representative from CoMoUK explained that the organisation is engaging with the peer-to-peer car sharing sector to work towards publishing operator standards to improve transparency on operating models and move towards raising minimum environmental and quality standards.

Category B: Data and evidence base

Challenge: Lack of data available to undertake an in-depth analysis of car sharing operations on both local and pan-London levels.

3. London Councils' officers have developed a borough questionnaire in order to understand the data boroughs currently receive from car clubs and identify key questions boroughs have about car sharing operations in their areas. The results have shown that the data received is inconsistent across London with some boroughs not getting any information while others are receiving detailed data about fleets, membership levels, utilisation of vehicles and trip analysis.

   At the meeting of the group on 3 April 2019, researchers from the RAC Foundation[7] outlined their plans to work together with Imperial College London to review existing car club data in

---

[5] https://www.bvrla.co.uk/uploads/assets/uploaded/6dfacc5f-5f0b-47a4-8ba2be1cb0cd6e75.pdf
[6] https://como.org.uk/wp-content/uploads/2019/05/Car-Club-Accreditation-Criteria-2019-FINAL-310519.pdf
[7] https://www.racfoundation.org/

other jurisdictions around the world, examine the potential for public and transport policy analysis with trip-level car club data and propose a standardised format of data output for London operators, balancing commercial and public sector needs/concerns. The group recommends that London Councils and TfL actively support this research project.

4. In addition to car club operators providing relevant data to local authorities for individual and independent examination, the group agreed that this information should be centrally kept providing regular real-time pan-London analysis, which is key in developing a well-informed and clear policy position on a city-wide level. Therefore, the group recommends that London Councils, the GLA, TfL and local authorities work with the industry to find the most appropriate way to centralise operational data.

Challenge: Uncertainty about the future of the Annual Car Club Survey report on London and a lack of trip-level data analysis on pan-London level.

5. The Car Club Annual Survey has been undertaken for eleven years and aims to understand the impact of car clubs on travel behaviour, car ownership and use in London and other regions of the UK. Until this year the survey reports have been commissioned and owned by TfL but the latest version will be published with support of London Councils. Currently, the future of these reports is unclear because no funding arrangements are in place. Recognising the value of continuing the annual reports, the group recommends that TfL, London Councils and CoMoUK hold further discussions about the future of these reports.

The group discussed the available evidence base on the benefits of car sharing and concluded that further analysis of trip-level data is required to make informed policy decisions. Therefore, the group recommends that the above-mentioned partners hold further discussions to improve the Car Club Annual Survey reports by including additional pan-London data and analysis (i.e. trip-level metrics, location, fleet utilisation data, etc.). This could potentially be done by using centralised pan-London car sharing data (see Recommendation no.4). The group agreed that merging the analysis of qualitative and quantitative data is key in developing a well-informed car sharing policy for the capital.

Category C: Operational arrangements

Challenge: Operational arrangements between local authorities and car clubs across London lack consistency.

6. On 15 May 2019, the group received presentations from three local authorities with active car sharing operations but very different experiences:
   i) a borough with no formal agreements in place;
   ii) a borough undergoing tendering process;
   iii) a borough with multiple well-established formal agreements in place.

The discussion concluded that whilst different approaches may work better in different areas of London, both the public and the private sectors would benefit from more consistent approaches. The group therefore recommends that London Councils, TfL and the boroughs continue working together to produce a guidance document alongside a set of different ways of having active car sharing operations in place (i.e. no contractual arrangements, full tendering process, etc.) to improve consistency across the capital whilst providing flexibility for boroughs. The group noted that having several different case studies in the guidance document outlining various aspects of car sharing policy (i.e. data sharing, engagement, parking policies, etc.) would be particularly helpful, and agreed that car clubs should be consulted while producing such document. It is worth noting that CoMoUK is currently gathering advice and best practice in car

club procurement and aims to produce a UK-wide guidance document, which is likely to be relevant for local authorities in London.

7. The group encourages local authority officers to familiarise themselves with both BVRLA and CoMoUK accreditation schemes mentioned previously (see Recommendation no.2) and include them in all relevant agreements with operators (i.e. procurement agreements, s106 agreements, etc.).

8. Following the publication of the RAC Foundation and Imperial College London's research paper (see Recommendation no.3) and the development of the most appropriate way to centralise car sharing data on a pan-London basis (See Recommendation no.4), the group recommends that borough officers include data expectations and submission guidance in all future agreements with car clubs. The group encourages local authorities to use a standardised template (one of the key deliverables from the research) but note that some boroughs might need additional data based on their specific local requirements (i.e. to cover specific local interests, priorities and/or concerns that are not in the standardised set of metrics).

Until the research on a standardised format of data output is completed, the group encourages borough officers to contact London Councils to get more information about the types of metrics that should be included in their agreements.

Category D: Low emission zones, electric vehicles and car sharing

Challenge: A need for a consistent and collaborative approach on the role of car sharing in delivering low emissions zones in London and promoting electric vehicle use.

9. To help improve air quality, an Ultra Low Emission Zone (ULEZ) was introduced across central London on 8 April 2019 with expansion to a larger zone bounded by the North and South Circular roads to be launched in October 2021. The standards will also be tightened for the London-wide Low Emission Zone for lorries and other vehicles over 3.5 tonnes in October 2020 to match the central London ULEZ standards. On 5 June 2019, the group received a presentation from GLA officers on this matter, which outlined the on-going work with car sharing operators to offer promotions linked to central London ULEZ and the van scrappage scheme. It was further noted that a low income car scrappage scheme will be delivered later in 2019.

London Councils has pledged to support the promotion of the introduction of ULEZ across much of London to protect Londoners from harmful polluted air. The group therefore recommends that the GLA, TfL, London Councils and the boroughs review their existing car sharing policies to ensure they reflect the potential benefits car sharing may have in promoting clean air zones and improving air quality, and together with the car sharing industry develop a shared understanding of the role of car clubs in delivering scrappage schemes and preparing for ULEZ expansion in 2021. It is recognised that the car sharing industry will also have a role to play in supporting other projects such as local zero emission zones and the transition to a zero emission transport network by 2050.

The group has shown a great interest in promoting the take up of EVs within car clubs and noted a number of benefits of fully electric fleets and the contribution which they make towards wider policy targets.

Category E: Coordinating London's car sharing policy

Challenge: Risk of losing the momentum built up by the Task & Finish Group on Car Clubs and failing to implement the proposed recommendations.

10. The group has been meeting regularly since February 2019 and throughout the first half of the year managed to scrutinise several different aspects of car sharing in London. At the meetings on 5 and 26 June, the group agreed that it is important to ensure consistency and commitment from all relevant local government stakeholders to keep up the momentum of this workstream.

Given the lack of resources available at the local government level in London, the group discussed different options that could potentially result in overall cost savings and better pan-London policy coordination. At the meeting on 19 July 2019, TEC Executive advised London Councils to explore the possibility of developing a new officer role together with the GLA and TfL aiming to coordinate London's car sharing policy and ensure the continuation and success of the work started by the Task & Finish Group on Car Clubs.
Following conversations and an agreement between officers from the GLA, TfL and London Councils in August 2019, the group recommends London Councils, TfL and the GLA to develop and support a new part-time officer role aiming to coordinate London's car sharing policy going forward.

More detailed information about the purpose of the new part-time role and potential funding options will be provided to London Councils' TEC for discussion and agreement at the meeting on 10 October 2019.

Category F: On-going engagement between car clubs and London's government

Challenge: Lack of structured and regular engagement between London's local government and the car sharing industry.

11. A number of academic papers suggest that car sharing is a growing trend both in the UK and the rest of the world. Therefore, a sensible and responsible approach is to think about this policy in a long term. Throughout the discussions of the group, it was agreed that an on-going engagement between the public and the private sectors is particularly important. It was noted that Carplus (now CoMoUK) was organising regular quarterly forums for local government officers and car club representatives between 2005 and 2014. These forums provided an opportunity for both sectors to share latest updates and best practices and find the most effective ways to work together. Given that currently such forums do not exist, the group recommends that all key stakeholders work together to coordinate regular quarterly or biannual meetings and training sessions on car sharing in the capital.

London Councils' TEC Executive Sub Committee

Future Mobility Agenda: Task & Finish Group on Smart Mobility & MaaS

Item no: 06

Report by:	Paulius Mackela	**Job Title:**	Principal Policy & Project Officer
Date:	12 September 2019		
Contact Officer:	Paulius Mackela		
Telephone:	020 7934 9829	**Email:**	paulius.mackela@londoncouncils.gov.uk

Summary: Smart technologies, better use of data and Mobility as a Service platforms could help us make significant positive impacts on the efficiency, environmental performance and safety of our transport networks, but there are many unanswered questions about the role of local government in the future of integrated multi-model journey planning and payment solutions in London. These questions will be discussed in an intensive, but time limited work by the Task & Finish Group as outlined in this report, with oversight from the London Councils' TEC Executive. London Councils' TEC is well-placed to play a stronger role in understanding the potential of the smart mobility and MaaS platforms in the capital and helping to shape this policy agenda going forward.

Recommendations: The Committee is asked to:

- Note and comment on the report
- Agree the purpose, topics, size, composition and timescales of the proposed Task & Finish Group on Smart Mobility & MaaS

Future Mobility Agenda: Task & Finish Group on Smart Mobility & MaaS

Introduction / Overview

1. London Councils' Transport and Environment Executive Sub Committee (TEC Executive) received a 'Future Mobility: Recognising and seizing opportunities in London[1]' report on 15 November 2018, which suggested a more active role for London Councils TEC Executive Committee in contributing to policy development for autonomous transport, bicycle and car sharing schemes, demand-response services and developments in smart mobility platforms. Members agreed to the report's recommendation to set up temporary Task & Finish Groups with political oversight through London Councils TEC Executive Committee meetings. At the TEC Executive meeting on 18 July 2019, members agreed for Smart Mobility & Mobility as a Service (MaaS) to be the second focus area of the Future Mobility Agenda.

2. TEC members also received a report[2] on smart mobility and MaaS on 7 December 2017, which suggested a more active role for London Councils TEC in contributing to policy development in this policy area to assist in tackling air pollution and congestion challenges in London.

3. London Councils' officers have been engaging with London boroughs, the GLA, TfL and other key stakeholders to develop the most effective structure for the Task & Finish Group on Smart Mobility and MaaS and set out a clear focus for this workstream. The following paragraphs will outline the proposed composition, purpose, scope, size, timeline and other relevant information about the Group.

Terminology

4. The latest developments in technology and data accessibility have led to new transport business models being introduced. One of the new paradigms is known as Mobility as a Service (MaaS). Given that there is no one dominant definition of MaaS used across academic literature and the policy world, it is important to provide a clear interpretation of this term within the work of the Group.

5. For the purposes of this task and finish group, MaaS will be defined as a platform (i.e. an app) where users can access, plan, book and pay for a range of mobility services through a single interface. This definition is closely aligned with the one used by TfL[3]. UCL Energy Institute's study (2015)[4] outlined a number of benefits of such systems including travel cost and time reduction, better service experience and more effective and cheaper transport system. It also concluded that MaaS is a potentially feasible product for London and "can well serve London transport market and contribute to Londoner's quality of life". Another UCL report (2018)[5] has shown that MaaS has a real potential to reduce car ownership and usage levels by increasing the use of public

---

[1] Full report can be accessed here: https://www.londoncouncils.gov.uk/node/34772
[2] https://www.londoncouncils.gov.uk/download/file/fid/21717
[3] http://data.parliament.uk/writtenevidence/committeeevidence.svc/evidencedocument/transport-committee/mobility-as-a-service/written/77598.pdf
[4] https://www.ucl.ac.uk/bartlett/energy/sites/bartlett/files/fs-maas-compress-final.pdf
[5] https://www.ucl.ac.uk/bartlett/energy/news/2018/feb/londoners-open-move-away-car-ownership-mobility-service-schemes-ucl-research-shows

transport and active travel. Finally, some research papers[6] [7] [8] suggest that MaaS pilots have the potential to increase efficiency in transport networks, reduce congestion levels and, as a result, improve air quality.

6. However, if MaaS develops in an uncontrolled way, it could potentially have unintended negative consequences such as digital and social exclusion, geographical disbalance of the city where some parts are simply left behind, or even result in increased road congestion and worsened air quality levels.

Purpose & focus

7. The main purpose of the Group is to provide an analysis of the current state of MaaS in London and clearly identify the role that London boroughs should play in this policy area going forward. This work will enable London Councils to access a broad range of expertise on MaaS across all relevant sectors and will focus on three different areas as outlined below.

8. Firstly, the Group will aim to understand the latest developments in this policy area on both pan-London and national government levels.

9. Secondly, the work of the Group will enable London Councils to understand the role local authorities should play in the development and management of MaaS platforms in the capital.

10. Thirdly, we will attempt to examine the latest trends in MaaS development by the private sector and the potential to operate in the capital.

11. London Councils' officers will outline the scope of this workstream at the inaugural meeting of the Group and invite all Regular Members to vote on the proposed topics.

Membership

12. There will be two types of membership – regular and guest. The Group will be formed of no more than 15 Regular Members.

   Regular Members
13. Regular Members of the Group will include senior officers from the public sector: London Councils, London boroughs, the GLA and TfL.

14. This membership is designed to bring together the expertise from London's local government, so that the Group understands the complexities of the current situation and identifies key opportunities MaaS platforms could provide.

15. Seven senior officers[9] will be nominated to represent the London boroughs, ensuring representation from:

---

[6] https://assets.kpmg/content/dam/kpmg/uk/pdf/2017/08/reimagine_places_maas.pdf
[7] https://publications.parliament.uk/pa/cm201719/cmselect/cmtrans/590/590.pdf
[8] https://trid.trb.org/View/1502485
[9] The total number of seven borough officers was chosen to keep the size of the Group consistent with the one of the T&F Group on Car Clubs.

a) Inner and outer London boroughs
b) Political control

16. London Councils will chair the meetings and provide the secretariat for the Group. Agendas, minutes of previous meetings and other relevant papers will be circulated to all members before meetings.

Guest Members

17. Guest Members of the Group will include expert stakeholders from relevant industry sectors, academia, think-tanks, consultancies and any other relevant bodies. The Chair of the Group will invite relevant representatives as Guest Members to give presentations and provide real case studies to inform the Group.

18. The Chair of the Group will ensure that guest membership is offered to external stakeholders on equal basis without showing any preferential treatment. To do so, the Chair will seek to consult with all Regular Members on inviting guests.

Timescales

19. The inaugural meeting of the Group is scheduled to be held on Thursday 3 October 2019 at 10.00 – 12.00. Following the first meeting, the Group will meet four times.

20. Meetings will be held at London Councils offices: 59 ½ Southwark Street, London, SE1 0AL.

Expectations of Regular Members

21. All Regular Members are expected to attend meetings or arrange a substitute if unable to attend. The substitute should be briefed on the purpose of the Group and their representative role.

22. Although we acknowledge that borough representatives will primarily bring the experience and knowledge from their own boroughs, they are expected to provide wider views and case studies from their officer networks with other boroughs.

23. Borough representatives are expected to engage with relevant officer networks as appropriate and ensure good communication of boroughs' views back to the Group.

24. Should borough representatives become unable to continue as the representative of inner or outer London, they should notify London Councils which will organise a suitable replacement.

Other Information

25. Members of the Group do not need to attend in person every meeting and can dial-in if they prefer.

26. London Councils officers will ensure that London Councils' Transport and Environment Committee (TEC), the GLA, TfL, London boroughs and London Technical Advisers Group (LoTAG) are kept appropriately updated on the Group's progress.

27. London Councils' officers are currently in the process of recruiting boroughs officers who will become Regular Members – all boroughs have been invited to take part. Officers will

then produce a draft Terms of Reference for the Group based on this proposal and sign this off by all Regular Members at the inaugural meeting.

28. It is planned that the Task & Finish Group on Smart Mobility & MaaS concludes its work in early 2020. Given the short time frame between TEC Executive meetings in September and November 2019, the next update on the work of the Group will be in February 2020 when London Councils' officers produce a final report and share it with TEC Executive members.

Recommendations
The Committee is asked to:
- Note and comment on the report
- Agree the purpose, topics, size, composition and timescales of the proposed Task & Finish Group on Smart Mobility & MaaS

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' TEC Executive Sub Committee

Transport & Mobility Services Performance Information

Item no: 07

Report by:	Andy Rollock	**Job title:**	Mobility Services Manager
Date:	12/09/2019		
Contact Officer:	Andy Rollock		
Telephone:	020 7934 9544	**Email:**	andy.rollock@londoncouncils.gov.uk

Summary:	This report details the London Councils Transport and Mobility Services performance information for Q1 2019/20
Recommendation:	Members are asked to note the report.

Performance Monitoring and Reporting

1. London Councils provides a number of transport and mobility services on behalf of the London boroughs. These include London Tribunals, Freedom Pass, Taxicard, the London European Partnership for Transport, the London Lorry Control Scheme, the Health Emergency Badge scheme and providing a range of parking services and advice to authorities and the public.

2. Appendix 1 sets out the latest position against key performance indicators for each of the main services. This report covers Q1 in 2019/20 and figures for Q4/full year 2018/19.

Equalities Considerations

None.

Financial Implications

None.

APPENDIX 1: TRANSPORT & MOBILITY SERVICES: PERFORMANCE QUARTER 1 LONDON TRIBUNALS

	Target (where appropriate)	2018/19 Full Year	2018/19 Q4	2019/20 Q1	Red / Amber / Green (RAG) rating Q1
Environment and Traffic Adjudicators (ETA)					
No. of appeals received	N/A	42,835	11,280	10,804	N/A
No. of appeals decided	N/A	36,486	9,775	8,759	N/A
% allowed	N/A	49%	51%	50%	N/A
% Did Not Contest	N/A	27%	30%	29%	N/A
% personal hearings started within 15 minutes of scheduled time	80%	87%	90%	89%	Green
Average number of days (from receipt) to decide appeals (postal)	56 days	29 days	29 days	29 days	Green
Average number of days (from receipt) to decide appeals (personal)	56 days	47 days	47 days	48 days	Green
Average number of days (from receipt) to decide appeals (combined)	56 days	34 days	34 days	32 days	Green
Road User Charging Adjudicators (RUCA)					
No. of appeals received	N/A	9,812	2,374	3,177	N/A
No. of appeals decided	N/A	9,366	2,722	2,310	N/A
% allowed	N/A	32%	32%	28%	N/A
% Did Not Contest	N/A	20%	22%	20%	N/A
% personal hearings started within 15 minutes of scheduled time	80%	85%	90%	87%	Green
Average number of days (from receipt) to decide appeals (postal)	56 days	61 days	51 days	40 days	Green
Average number of days (from receipt) to decide appeals (personal)	56 days	46 days	53 days	46 days	Green
Average number of days (from receipt) to decide appeals (combined)	56 days	56 days	52 days	41 days	Green
Overall service					
Notice of Appeal acknowledgments issued within 2 days of receipt	97%	99%	99%	99%	Green
Hearing dates to be issued to appellants within 5 working days of receipt	100%	99%	99%	99%*	Amber
Number of telephone calls to London Tribunals	N/A	34,496	8,845	8,154	N/A
% of calls answered within 30 seconds of the end of the automated message	85%	99%	99%	99%	Green

Comment:
Full Year statistics are based on quarterly totals and are subject to end of year verification. To be completed in early September.

*2 notifications in April were not dispatched within 5 working days due to processing errors.

FREEDOM PASS

	Target (where appropriate)	2018/19 Full Year	2018/19 Q4	2019/20 Q1	Red / Amber / Green (RAG) rating Q1
Number of active passes at end of period	N/A	1,170,848	1,170,848	1,186,022	N/A
Number of new passes issued (BAU)	N/A	45,325	11,711	15,124	N/A
Number of passes issued (2019 Renewal)	N/A	41,567	36,181	2,848	N/A
Number of replacement passes issued	N/A	98,948	22,451	22,069	N/A
Number of phone calls answered (BAU)	N/A	200,603	48,817	46,285	N/A
% Answered within 45 seconds (BAU)	85%	79%	83%	79%*	Red
% of calls abandoned	<2%	2.99%	1.87%	3.5%**	Red
Customer Satisfaction Survey rating (scoring 7 or above)	75%	92%	92%	94%	Green
Number of phone calls answered (2019 Renewal)	N/A	7,852	5,803	3,674	N/A
% Answered within 45 (2019 Renewal)	85%	79.3%	79.3%	78%	Red
Number of letters and emails answered	N/A	72,692	19,234	20,916	N/A
Number of emails answered (2019 Renewal)	N/A	0	0	0	N/A

 BAU = Business as Usual

Comment:
* and ** The percentage of calls answered and abandoned rate (BAU) has not been achieved this quarter. The contractor has seen fluctuating call volumes throughout the quarter and higher than forecast call volumes during certain times in this period. The contractor has been working on their resource planning, in order to effectively manage their resources to meet the call demand. London Council officers are monitoring this and working with the contractor in order to see an improvement. However, it should be noted that customer satisfaction remains very high at 92%, which is well in excess of the 75% target.

TAXICARD

	Target (where appropriate)	2018/19 Full Year	2018/19 Q4	2018/19 Q1	Red / Amber / Green (RAG) rating Q1
Number of active passes at end of period*	N/A	56,401	56,401	57,937	N/A
Number of new passes issued	N/A	6,977	1,897	1944	N/A
Number of replacement cards issued	N/A	3,941	957	919	N/A
Number of phone calls answered at London Councils	N/A	28,115	6,592	4931	N/A
% Answered within 30 seconds	85%	91.5%	83%	86%	Green
Number of journeys using Taxicard	N/A	1,122,279	234,935	199,766	N/A
% in private hire vehicles	N/A	8%	5%	15%	N/A
% of vehicles arriving within 15minutes (advance booking)**	95%	93.43%	88%	86%*	Red
% of vehicles arriving within 30 minutes (on demand)**	95%	94.51%	88%	87%*	Red

Comment:

The number of Taxicard members has increased this period, as some customers who previously had their pass stopped through the annual stop exercise have reactivated their card.

*Performance on Taxicard bookings remains below the required target. A change to the pricing structure in July has seen some improvement, and it is hoped this trend will continue. London Councils officers continue to actively monitor the contractor in order to see sustained improvement.

TRACE (TOWAWAY, RECOVERY AND CLAMPING ENQUIRY SERVICE)

	Target (where appropriate)	2018/19 Full Year	2018/19 Q4	2019/20 Q1	Red / Amber / Green (RAG) rating Q1
Number of vehicles notified to database	Number of vehicles notified to database	47,190	10,250	11,623	N/A
Number of phone calls answered	Number of phone calls answered	20,037	4,835	4,723	N/A
% of calls answered within 30 seconds of the end of the automated message	85%	96%	98%	95%	Green

LONDON LORRY CONTROL SCHEME

	Target (where appropriate)	2018/19 Full Year	2018/19 Q4	2019/20 Q1	Red / Amber / Green (RAG) rating Q1
Number of permits on issue at end of period	N/A	66,199	66,199	65,932	N/A
Number of permits issued in period	N/A	16,919	5,047	3,412	N/A
Number of vehicle observations made	10,800 per year 2,700 per quarter	11,340	2,649	2,597*	Amber
Number of penalty charge notices issued	N/A	5,785	1,468	1,276	N/A
Number of appeals considered by ETA	N/A	90	17	34	N/A
% of appeals allowed	Less than 40%	62%	58%	50%**	Red

Comment:
*Target for enforcement contractor is set at 900 observations per month. The target not met by 103 observations due to staff resourcing issues which are being addressed by both parties.

**The relatively low number of appeals means performance against this objective can fluctuate greatly. Allowed appeals include those that are not contested by London Councils as the enforcement authority. Appellants often do not provide evidence that vehicles were not in contravention until the appeal stage rather than at enquiry stage as they should do.

TRANSACTIONAL SERVICES: DEBT REGISTRATIONS AND WARRANTS

	Target (where appropriate)	2018/19 Full Year	2018/19 Q4	2018/19 Q1	Red / Amber / Green (RAG) rating Q1
Traffic Enforcement Court: number of debt registrations	N/A	656,658	209,798	147,456	N/A
Traffic Enforcement Court: number of warrants	N/A	526,272	158,532	146,078	N/A
Traffic Enforcement Court: transactions to be processed accurately within 1 working day	100%	99%	99%	100%	Green

Comment: N/A

HEALTH EMERGENCY BADGES

	Target (where appropriate)	2018/19 Full Year	2018/19 Q4	2019/20 Q1	Red / Amber / Green (RAG) rating Q1
Number of badges on issue at end of period	N/A	4,079	4,079	3,939	N/A
Number of badges issued in period	N/A	2,363	458	455	N/A

LONDON EUROPEAN PARTNERSHIP FOR TRANSPORT

	Target (where appropriate)	2018/19 Full Year	2018/19 Q4	2019/20 Q1	Red / Amber / Green (RAG) rating Q1
Number of Boroughs participating in EU transport funding projects	7	5	4	5	Amber*

Comment:

*The number of suitable funding calls and borough bid proposals has limited the ability for the target to be met to date.

London Councils' TEC Executive Sub Committee

Month 3 Revenue Forecast 2019/20   Item no: 08

Report by:	Frank Smith	**Job title:**	Director of Corporate Resources
Date:	12 September 2019		
Contact Officer:	Frank Smith		
Telephone:	020 7934 9700	**Email:**	Frank.smith@londoncouncils.gov.uk

Summary   This report outlines actual income and expenditure against the approved budget to the end of June 2019 for TEC and provides a forecast of the outturn position for 2019/20. At this early stage, a surplus of £299,000 is forecast over the budget figure. In addition, total expenditure in respect of Taxicard trips taken by scheme members is forecast to underspend by a net figure of £3.505 million, if trip volumes in the first quarter continue for the remainder of the year. The net borough proportion of this underspend is projected to be their full budget of £1.495 million, with £2.010 million accruing to TfL.

Recommendations   The Executive Sub-Committee is asked to :

- note the projected surplus of £299,000 for the year, plus the forecast net underspend of £3.505 million for overall Taxicard trips, as detailed in this report; and

- note the projected level of Committee reserves, as detailed in paragraph 5 of this report and the commentary on the financial position of the Committee included in paragraphs 6-8.

Report

1. This is the first budget monitoring report to be presented to the Committee during the current financial year. The next report will be the Month 6 figures (30 September 2019) for the year, which will be reported to the November 2019 meeting of this Committee.

2. The London Councils Transport and Environment Committee's income and expenditure revenue budget for 2019/20 as approved by the Full Committee in December 2018, is set out in Appendix A (Expenditure) and Appendix B (Income). The appendices show the actual income and expenditure at 30 June 2019 and an early estimate of the forecast outturn for the year, together with the projected variance from the approved budget. However, the budget is adjusted for:

   • the confirmation of borough and TfL funding for the Taxicard scheme for the year (a reduction of £620,000);
   • confirmation of payments made to the Rail Delivery Group (a reduction of £503,000); and
   • confirmation of the resources carried forward from 2018/19 (£133,000) approved by this Sub-Committee in July 2019.

Variance from Budget

3. The current figures indicate that the Committee is projected to overspend gross expenditure budgets by £3.125 million and post a deficit of income of £2.826 million over the approved budget target for the year. However, these figures include offsetting amounts of £3.505 million relating to payments and income for taxicard trips, making an overall projected net surplus of £299,000. Table 1 below summarises the forecast position, with commentary that details the trends that have began to emerge during the first quarter and providing explanations for the variances that are projected.

Table 1 –Summary Forecast as at 30 June 2019

	M3 Actual	Budget	Forecast	Variance
Expenditure	**£000**	**£000**	**£000**	**£000**
Employee Costs	179	716	731	15
Running Costs	23	271	203	(68)
Central Recharges	93	77	372	295
Total Operating Expenditure	**295**	**1,064**	**1,306**	**242**
Direct Services	2,620	9,221	9,483	262
Research	0	40	37	(3)
Payments in respect of Freedom Pass and Taxicard	88,691	355,105	351,479	(3,626)
Total Expenditure	**91,606**	**365,430**	**362,305**	**(3,125)**
Income				
Contributions in respect of Freedom Pass and Taxicard	(89,061)	(355,254)	(351,987)	3,267
Income for direct services	(2,190)	(9,689)	(10,074)	(386)
Core Member Subscriptions	(24)	(97)	(97)	-

Government Grants	-	-	-	-
Interest on Investments	(12)	-	(47)	(47)
Other Income	(8)	(71)	(79)	(8)
Transfer from Reserves	0	(320)	(320)	-
Total Income	**(91,295)**	**(365,430)**	**(362,604)**	**2,826**
Net Expenditure	**311**	**-**	**(299)**	**(299)**

4. The projected surplus of £299,000 is made up broadly of the following:

- A projected overall surplus of £140,000 in respect of TEC parking traded services, after considering an estimate of the level of borough/TfL/GLA usage volumes during the first quarter. This is attributable to a number of areas.

  ➢ Firstly, there is a projected net surplus of £172,000 in respect of environmental and traffic appeals. This is made up of a surplus in appeals income of £178,000 less a net additional costs against budget of £6,000 on Northgate unit charges and adjudicator fees. The estimated number of notice of appeals and statutory declarations received over the first three months amounts to 10,817, giving a projected number for the year of 43,268 which is 1,574 more than the budgeted figure of 41,694. The current indicative throughput of appeals is 3.37 appeals per hour, compared to a budget figure of 3.41.

  ➢ Secondly, the transaction volumes for other parking systems used by boroughs and TfL over the first quarter are projected to result in a net deficit of £36,000;

  ➢ In April 2019 the Ultra Low Emission Zone (ULEZ) was introduced to London, the result of which is an increase in appeals being heard. Northgate fixed costs have been increased by £131,000 to reflect this increased activity the costs of which will be fully recovered by the GLA/TfL; and

  ➢ Finally, the other Northgate fixed costs i.e. excluding the above, are forecasted to underspend by £4,000, which reflects a lower than anticipated inflation factor applied to the annual contract increase compared to when the budget was set.

- A detailed review of how London Councils apportions its central costs between the three committees has identified an anomaly within the recharges model. Some overheads, which are attributed to members of staff working on TEC related activities, were not being fully passed on to TEC. This has now been addressed and has resulted in additional costs of approximately £400,000 being included in the TEC forecast largely within central recharges but also within Direct Services and Freedom Pass & Taxicard.

- At this early stage of the financial year, the number of claims available from the independent bus operators is not high enough to make an accurate assessment of trip data and therefore the payments which will be made for the year. The forecasted level of payments is therefore being kept in line with the £1.5 million budget. A detailed review of the claims received over the coming months will be carried out and any estimated variance will be reported to this committee in the 6-monthly report.

- A projected underspend of £118,000 in respect of the £1.518 million budget for the issuing/reissuing costs of Freedom Passes. This however is based on invoices received in the early part of the year so may fluctuate during the period. This budget will therefore be monitored and managed throughout the financial year.

- Based on income collected during the first quarter, income receipts from replacement Freedom Passes are forecast to exceed the budget of £750,000 by £243,000, which will be applied to into the TEC committee Specific Reserve.

- Based on income collected during the first quarter, receipts from Lorry Control PCN income are forecast to exceed the budget of £900,00 by approximately £100,000.

- A forecasted amount of interest on investments of £47,000.

Committee Reserves

5. Table 2 below updates the Committee on the projected level of reserves as at 31 March 2020, if all current known liabilities and commitments are considered:

Table 2– Analysis of Projected Uncommitted Reserves as at 31 March 2020

	General Reserve	Specific Reserve	Total
	£000	£000	£000
Unaudited reserves at 1 April 2019	**3,938**	**3,553**	**7,491**
Transfer between reserves	-	-	-
Approved in setting 2019/20 budget (December 2018)	(187)	-	(187)
Carried forward amounts from 2018/19	(133)	-	(133)
2020 renewal spend	-	(900)	(900)
TEC Special projects	-	(750)	(750)
Projected Budget Surplus/(Deficit) 2019/20	(62)	361	299
Estimated Residual Balances at 31 March 2020	**3,556**	**2,264**	**5,820**

Conclusions

6. This report reflects the position at the first-quarter stage in the current financial year and forecasts a surplus position of £299,000 for the year. In addition taxicard trips are forecast to underspend by £3.505 million, with the borough proportion of this underspend projected to be £1.495 million, with £2.010 million accruing to TfL.

7. The majority of the projected surplus is attributable to a projected surplus on trading operations based on transaction volumes during the first quarter, plus additional projected income from replacement Freedom Passes and Lorry Control scheme PCNs.

8. After taking into account the forecast surplus and known commitments, general reserves are forecast to be £3.556 million at the year-end, which equates to 28% of budgeted operating and trading expenditure of £12.911 million. This figure continues to exceed the Committee's formal policy on reserves, agreed in November 2015 that reserves should equate to between 10-15% of annual operating expenditure. Work relating to progressing the recommendations arising from the London Councils Challenge are still ongoing and will likely impact later in the financial year. The London Councils Executive will then be considering the financial implications of any further recommendations, which may lead to a potential call on reserves held by each of London Councils three funding streams. TEC will be fully consulted during this process and asked to approve any proposed use of Committee reserves. Options for the treatment of general reserves in excess of the benchmark range will, therefore, be discussed

at the November TEC Executive meeting, when the draft budget proposals for 2020/21 will be considered.

Recommendations

9. Members are asked to :

- note the projected surplus of £299,000 for the year, plus the forecast underspend of £3.505 million for overall Taxicard trips, as detailed in this report; and

- note the projected level of Committee reserves, as detailed in paragraph 5 of this report and the commentary on the financial position of the Committee included in paragraphs 6-8.

Financial Implications for London Councils

As detailed in report

Legal Implications for London Councils

None

Equalities Implications for London Councils

None

Appendices

Appendix A (Expenditure), Appendix B (Income)

Background Papers

London Councils-TEC Budget working papers 2019/20
London Councils Income and Expenditure Forecast File 2019/20

TEC M3 Expenditure Forecast 2019/20   **Appendix A**

	Revised 2019/20 £000	Month 3 ATD £000	Month 3 Forecast £000	Month 3 Variance £000
Payments in respect of Concessionary Fares				
TfL	320,913	80,228	320,913	0
ATOC	19,450	4,863	19,450	0
Other Bus Operators	1,300	325	1,300	0
Freedom Pass issue costs	1,518	286	1,401	-117
Freedom Pass Administration	498	132	512	14
City Fleet Taxicard contract	10,856	2,714	7,351	-3,505
Taxicard Administration	570	143	552	-18
	355,105	88,691	351,479	-3,626
TEC Trading Account Expenditure				
Payments to Adjudicators- ETA	790	199	798	8
Payments to Adjudicators - RUCA	264	95	380	116
Northgate varaible contract costs - ETA	293	72	287	-6
Northgate varaible contract costs - RUCA	80	20	97	17
Northgate varaible contract costs - Other	209	49	200	-9
Payments to Northampton County Court	4,000	1,332	4,000	0
Lorry Control Administration	859	186	820	-39
ETA/RUCA Administration	2,687	657	2,863	176
HEB Administration	40	10	38	-2
	9,221	2,620	9,483	262
Sub-Total	**364,326**	**91,311**	**360,962**	**-3,364**
Operating Expenditure				
Contractual Commitments				
NG Fixed Costs	94	12	94	0
	94	12	94	0
Salary Commitments				
Non-operational staffing costs	666	174	707	41
Members	19	5	19	0
Maternity Provision	30	0	5	-25
	715	179	731	16
Other Commitments				
Supplies and service	177	12	108	-69
Research	40	0	37	-3
	217	12	145	-72
Total Operating Expenditure	**1,026**	**203**	**970**	**-56**
Central Recharges	**77**	**93**	**372**	**295**
Total Expenditure	**365,430**	**91,607**	**362,304**	**-3,126**

TEC M3 Income Forecast 2019/20   **Appendix B**

	Revised 2019/20 £000	Month 3 ATD £000	Month 3 Forecast £000	Month 3 Variance £000
Borough contributions to TfL	320,913	80,228	320,913	0
Borough contributions to ATOC	19,450	4,863	19,450	0
Borough contributions to other bus operators	1,300	325	1,300	0
Borough contributions to FP issue costs	1,518	352	1,518	0
Borough contributions to freedom pass administration	0	0	0	0
Income from replacing lost/faulty freedom passes	750	252	993	-243
Income from replacing lost/faulty taxicards	18	2	12	6
Borough contributions to Comcab	1,495	374	0	1,495
TfL contribution to Taxicard scheme	9,360	2,340	7,351	2,009
Borough contributions to taxicard administration	326	326	326	0
TfL Contribution to taxicard administration	124	0	124	0
	355,254	89,062	351,987	3,267
TEC trading account income				
Borough contributions to Lorry ban administration	0	0	0	0
Lorry ban PCNs	900	170	1,000	-100
Borough parking appeal charges	901	254	1,017	-116
TfL parking appeal charges	182	60	243	-61
GLA Congestion charging appeal income	343	121	477	-134
Borough fixed parking costs	1,990	498	1,990	0
TfL fixed parking costs	216	54	216	0
GLA fixed parking costs	575	143	575	0
Borough other parking services	582	139	556	26
Northampton County Court Recharges	4,000	750	4,000	0
	9,689	2,189	10,074	-385
Sub-Total	**364,943**	**91,251**	**362,061**	**2,882**
Core borough subscriptions				
Joint Committee	46	12	46	0
TEC (inc TfL)	51	12	51	0
	97	24	97	0
Other Income				
TfL secretariat recharge	30	0	31	-1
Investment income	0	12	47	-47
Other income	0	0	0	0
Sales of Health Emergency badges	40	8	48	-8
	70	20	126	-56
Transfer from Reserves	**320**	**0**	**319**	**1**
Central Recharges	**0**	**0**	**0**	**0**
Total Income Base Budget	**365,430**	**91,295**	**362,603**	**2,827**

LONDON COUNCILS' TRANSPORT AND ENVIRONMENT EXECUTIVE SUB COMMITTEE

Minutes of a meeting of the London Councils' Transport and Environment Executive Sub Committee held on **18 July 2019** at 10:00am, at London Councils, Meeting Room 1, 1st Floor, 59½ Southwark Street, London, SE1 0AL.

Present:

Councillor Julian Bell (Chair)	LB Ealing
Councillor William Huntington-Thresher	LB Bromley
Councillor Denise Scott-McDonald	RB Greenwich
Councillor Wesley Harcourt	LB Hammersmith & Fulham
Councillor Claudia Webbe	LB Islington
Councillor Richard Livingstone	LB Southwark
Councillor Manuel Abellan	LB Sutton
Councillor Richard Field	LB Wandsworth
Councillor Tim Mitchell	City of Westminster

1. Apologies for Absence & Announcement & Deputies

Apologies for absence were received from Councillor Claire Holland (LB Lambeth), Councillor Zulfiqar Ali (LB Newham), and Alastair Moss (City of London).

2. Declarations of Interest

Councillor Mitchell declared an interest to being on the London Road Safety Council. The Chair declared an interest in having a 60+ Oyster Card. Councillor William Huntington-Thresher confirmed that he was no longer a member of the London Road Safety Council.

3. Climate Emergency – Borough Actions So Far and Future Activity

The TEC Executive Sub Committee received a report that provided members with an overview of the recent focus on climate change action within local authorities in the form of Climate Emergency Declarations, the work of UK:100 and proposed a way to co-ordinate this action across London through London Councils.

Owain Mortimer, Principal Policy Officer, London Councils, introduced the report, which gave an overview on what actions were taken place in boroughs with regards to the Climate Emergency. He said that 109 local authorities had declared a Climate Emergency, along with 14 London boroughs (this has since increased to approximately 20 London boroughs). The London Environment Directors' Network (LEDNET) had said that boroughs were taking different approaches to deal with the Climate Emergency, and LEDNET felt that a more coordinated approach would be helpful. Owain Mortimer said that UK:100 were working on this and the report highlighted how the first tentative steps to coordinate a borough action plan could be taken.

Polly Billington, UK:100, was present to give more details to members on the Climate Emergency. She made the following comments:

- There was a political commitment to have 100% clean energy by 2050
- The UK:100 focus was on clean air only
- There were three broad campaigns, namely: Financing the Transition, Powerful People, Powerful Places and Clean Air Clean Cities
- 95 local authorities had committed to 100% clean energy before 2050, along with over half now of the London boroughs
- The biggest problem was the "law of physics" versus the "law of politics", which needed to be harnessed
- The context had now been transformed, with school climate strikes taking place, along with climate emergency declarations being made
- There were risks of: (a) doing nothing, (b) declaring a Climate Emergency, but still doing nothing, or (c) doing a technical plan and getting it passed by the council
- There was a need to understand the national policy gap, as well as the challenges and opportunities involved (eg population growth)
- There have been problems with messaging the transition. The Extinction Rebellion was seeking a carbon neutral target of 2025, which was not feasible. There were also low levels of understanding and awareness. Local authorities were taking the lead to achieve real change
- A clear manifesto was needed, containing goals and needs. This needed to be mainstream and practical. Local leadership was required in order to achieve real change
- The idea of a "civic legacy" needed to be clear and understandable. Clean air was a good example, and local leaders had a view on this
- Momentum was now growing, and engagement had been taking place with Defra and the GLA. There were also strong peer to peer networks taking place, including in Oxford and Leicester
- A "National Clean Air Summit" had taken place in February 2019. This had been convened by the Mayor of London, UK:100 and Unicef. National Government needed to know more about what was going on at the borough level
- There were a number of "asks" of Government in 2019, like adopting the World Health Organisation recommended air pollution limits.
- UK:100 had worked together with Kings College London on researching the effects of air pollution on children
- Declarations to delivery had been named, where local leaders needed to understand the problem, build consensus and establish common goals
- UK:100's proposal was to support the boroughs and support the development of delivery plans, and to also campaign to close the national policy gap

Q and As

Councillor Scott-McDonald said that the Royal Borough of Greenwich had a climate change policy in place since 2016. She said that residents had trouble connecting with Extinction Rebellion, and thought that there were other current "emergencies" such as knife crime. She said that Extinction Rebellion wanted no new houses or roads to be built, at a time when a great deal of infrastructure was required.

Councillor Field said that discussions had taken place between Extinction Rebellion and the borough of Wandsworth, and they had a range of different views. He said that best practice and the development of a toolkit to deal with climate change was

needed. He said that there was a Climate Emergency and pace was essential when it came to dealing with this.

Councillor Abellan said that he was interested in the role of the boroughs and climate change. He felt that there was only so much a borough could do when it came to control and influencing by 2030. Councillor Abellan said that more help was needed with this from the boroughs that had already pledged to go carbon neutral by 2030. He said that this was also a good opportunity to make a case to give local authorities greater powers and request more funding. Councillor Abellan said that there was also the need to understand the limitations of local authorities when it came to dealing with the Climate Emergency.

Councillor Harcourt said that his borough of Hammersmith and Fulham had also declared a Climate Emergency. He said that there were issues regarding pace in order to become carbon neutral by 2030. He informed members that a demonstration by Extinction Rebellion had taken place outside the council, and a number of school children were present at the demonstration. Councillor Harcourt said that there needed to be ways to involve children and schools when acting on the climate emergency.

Councillor Huntington-Thresher said that the borough of Bromley would do its own thing when it came to the climate emergency. He said that Bromley had pledged to have net zero emissions by 2029. He said that Bromley had 75% of home ownership, and that it would be good to take the residents with the borough, when dealing with the climate emergency. Councillor Mitchell said that it was very important for the boroughs to show their concern regarding the climate emergency, but he felt that it was rash for boroughs to over promise on deadlines. He said that consultations had taken place with the Department for Environment with regards to waste management and recycling targets. Councillor Mitchell also mentioned the difficulties when it came to retrofitting listed buildings.

Councillor Field said that the borough of Wandsworth was also working to be carbon neutral by 2030, along with zero emissions by 2050. He said that Wandsworth was also working on increasing Electric Vehicle (EV) charging points and planting more trees. Councillor Field said that a lot more would be emerging from Wandsworth in the future, and Wandsworth was taking the issue of the climate emergency very positively.

Councillor Webbe said that the borough of Islington had also pledged zero emissions by 2030. She said that Islington had already achieved a 40% reduction in emissions scheduled for 2020. Councillor Webbe said that the borough was looking into transferring the heat that was being released from the Underground into peoples' homes. She said that it was estimated that it would cost £18 million to retrofit properties in Islington, and more funding was needed from the Government. Councillor Webbe said that co-ordinated action and consistent approach was needed for all the boroughs in London, and this would also help to reduce duplication. She voiced concern that some boroughs were not even collecting the "Borough Offset Fund". Councillor Webbe said that the Government needed to be challenged to do more, as there were cost limitations for the boroughs when it came to tackling the Climate Emergency.

Jason Torrance, UK:100, said that it was important for the boroughs to have a collaborative and co-ordinated approach when dealing with the Climate Emergency. He said that the country was at a volatile time at the moment politically. There was also the Environment Bill out later in the year, and it was important for local

authorities to focus on this. Jason Torrance said that the Spending Review was also taking place in November 2019, and there was a great deal to play for in 2020, especially with there being a new Prime Minister. He said that the Department for Environment was committed to put in place the World Health Organisation clean air limits.

Polly Billington said that the issue of maintaining pace was key. She said that it was also important to know where the gaps were and to know what could and could not be delivered, along with understanding commonalities. Polly Billington said that borough action plans needed to be practical in order to deliver zero carbon emissions by 2030. She said that boroughs needed to start showing the material benefits now. Boroughs also needed to liaise with businesses.

Polly Billington said that a co-ordinated approach across London was needed in order to avoid duplication. She said that it was important to include green Non-Government Organisations (NGOs) and ARUP (?) in the dialogue on climate emergency. Polly Billington said that the Government also needed to understand the problems associated with retrofitting listed buildings.

Councillor Webbe said that a co-ordinated approach to the Climate Emergency was required, along with the sharing of best practice. The Chair said that TEC needed to ascertain how to work with UK:100 and how to get a co-ordinated approach and share best practice, as well as looking at information sharing. He suggested that Shirley Rodrigues, Deputy Mayor for Environment and Energy, GLA, be invited to attend the next TEC Executive on 12 September 2019, to discuss the gaps in the work on the Climate Emergency.

Councillor Webbe asked whether another working group needed to be set up to look at the Climate Emergency. The Chair said that this could be looked into. He said that Climate Emergency should be a substantive item on the TEC Executive Sub Committee agendas. Polly Billington said that the issue of pace was very important. She said that there was a need to identify what already existed. Polly Billington said that there would also be resource problems when it came to tackling the climate emergency. Owain Mortimer said that he would liaise with UK:100, and present any outcomes to the next TEC Executive in September 2019. The Chair asked for UK:100 to let the boroughs know about the issues around pace.

Councillor Field asked if members could be given guidance from this meeting. He also asked for the UK:100 presentation to be sent to members. Councillor Field said that communication was very important, as was sustainability. Polly Billington said that UK:100 was discussing the issue of civic assemblies with the borough of Camden. The Chair said that Climate Emergency should also be put on the TEC Main agenda. Councillor Webbe said that more funding was required.

Councillor Huntington-Thresher said that local leaders needed to do more with regards to carbon taxes and greenhouse gases. He suggested that boroughs got on with this work themselves and did not fall back on central Government. There was also a need to look at what the boroughs could do with regards to the Climate Emergency.

The Chair thanked UK:100 for their presentation.

Decision: The TEC Executive Sub Committee:

- Agreed to look into inviting Shirley Rodrigues to attend the next TEC Executive Sub Committee meeting on 12 September 2019, to discuss the "gap" in the work the GLA and the boroughs were doing with regards to the Climate Emergency;
- Agreed to consider setting up a "TEC Climate Emergency Working Group" to look into these issues;
- Agreed to make Climate Emergency a substantive item on TEC Main and TEC Executive agendas from here on;
- Agreed that officers would co-ordinate with UK:100 to discuss next steps and bring to the next TEC Executive. Discussions with UK:100 should also include issues around pace, communication and sustainability;
- Agreed to circulate the UK;100 presentation to TEC Executive members, and
- Agreed the approach to more co-ordinated action on climate change, as outlined in paragraph 18 of the report.

4.   **Future Mobility Agenda: An update on the Task & Finish Group on Car Clubs**

The TEC Executive Sub Committee received a report that provided an update on the work of the Task and Finish Group on Car Clubs to date, and outlined a list of potential recommendations for comment.

Paulius Mackela, Principal Policy and Project Officer, London Councils, introduced the report. He said that there were six categories to focus on (pages 3 and 4) and a recommendation for the next Task and Finish Group to work on (Mobility as a Service – MaaS). The six categories contained the following areas: understanding car sharing, data and evidence base, operational arrangements, low emission zones and car sharing, co-ordinating London's car sharing policy and ongoing engagement between Car Clubs and London's government.

Paulius Mackela informed members that recommendation 10 (top of page 4) related to identifying a person within each organisation responsible for car sharing and to dedicate enough officer time to implement the recommendations, *or* to establish a new officer role aiming to co-ordinate London's car sharing policy and to ensure the continuation of work started by the Task and Finish Group. He said that members would need to choose one of these options.

Q and As

Councillor Huntington-Thresher said that the borough of Bromley was responsible for engaging with Car Clubs. He felt that it would be problematic in co-ordinating Car Clubs between inner and outer London, as "one size did not fit all", when it came to the boroughs. Councillor Field asked about making car fleets in Car Clubs electrified. He said that the borough of Wandsworth had around 24,000 Car Club members, and asked how the recommendations would be funded.

Councillor Mitchell felt that there was a lack of data standardisation regarding the boroughs and Car Clubs. He said that there was a need to ascertain what was already in place. Councillor Mitchell said that it would also be useful to have a framework/agreement in place that local authorities could consider when engaging with Car Club providers. Councillor Scott-McDonald said that more information was required regarding the two options in recommendation 10 of the report. The Chair said that the second option in recommendation 10 was the better option (supporting a new officer role). Councillor Huntington-Thresher asked how Car Clubs would benefit from this new officer role.

Paulius Mackela confirmed that London Councils was not going down the path of "one size fits all" when it came to Car Clubs. He informed members that other networks were already looking into the electrification of vehicles in Car Clubs, and this was not a recommendation as it was not within the scope of this agenda, and duplication needed to be avoided. The Chair said that Car Clubs wanted their vehicles to go electric. He said that this would also encourage residents to use Electric Vehicles (EVs) as well. Councillor Livingstone said that the borough of Southwark offered a reduced rate for Car Clubs with EVs.

Councillor Huntington-Thresher said that Car Clubs were struggling to get fleets of EVs, as they were just not available yet (a supply chain issue). Paulius Mackela said that there was currently a lack of data regarding Car Clubs and explained that boroughs were receiving different data sources from the same operators. He also said that officers were working on a new research project, and a set of metrics would be produced that complied with GDPR and satisfied the needs and requirements of both local authorities and the car sharing industry. Boroughs could use the template going forward.

The Chair agreed that the next focus for the Task and Finish Group should be MaaS. He also agreed that a London-wide new officer role be created to co-ordinate London's car sharing policy. Councillor Webbe asked if the new role would replace the work carried out by borough officers. Paulius Mackela confirmed that this was not the case. The Chair said that TEC Executive would await the final conclusions from the Task and Finish Group in September 2019.

Decision: The TEC Executive Sub Committee:

- Agreed to have further conversations about developing and supporting a new officer role aiming to co-ordinate London's car sharing policy (Item 10, option 2, page 4);
- Agreed that "Mobility as a Service" (MaaS) would be the second focus area of the Future Mobility Agenda for the Task and Finish Group; and
- Agreed that the final conclusions from the Task and Finish Group would be brought to the TEC Executive on 12 September 2019.

5.   **Draft Mayor's Guidance on Workplace Parking Levy**

The TEC Executive Sub Committee considered a report that informed members of Guidance that Transport for London had drafted that set out the process for developing Workplace Parking Levies (WPLs), including some minimum expectations for London schemes. Appended to the Guidance was a model Scheme Order which boroughs could use in developing their own WPLs, saving resources.

Alina Tuerk, Delivery Planning Manager, Transport for London, introduced the report and made the following comments:

- The Mayor's Transport Strategy (MTS) supported boroughs that wanted to have Workplace Parking Levies (WPLs)
- The GLA Act formed the legal basis of the WPLs
- It was down to the Mayor to approve the scheme and not TfL
- The Guidance had been developed by using the experience gained from the scheme in Nottingham, and by talking to the boroughs
- Paragraph 5 in the report outlines a number of key points – a minimum charge level, and NHS discount and the levels of PCNs (this would be left up to the boroughs – Nottingham had not issued a single PCN)
- A fourth point, which was not outlined in the report, was for members to agree a "light touch" approach for the boroughs.

Councillor Abellan said that he agreed that a light touch approach was needed, especially considering the differences between the inner and outer London boroughs, and the difference in public transport links in the boroughs. Alina Tuerk asked whether members would want a minimum charge level - £750 a year, or differing minimum rates for outer, inner and central London. Councillor Webbe said that the charges would particularly affect people on low incomes, who would have to pay this additional expense.

Councillor Webbe asked if any research had taken place to look into the differences between inner and outer London boroughs and WPLs. Councillor Field said that the WPL had only been carried out in Nottingham. He asked if there were any facts and figures that could be shared with members from the Nottingham WPL. Councillor Field felt that more information was needed to justify a minimum charge level. Councillor Huntington-Thresher said that he recognised the need for WPLs, although he was not certain of the need of WPLs in outer London. He felt that this would also be another expense to businesses.

Councillor Livingstone said that there were big practical hurdles in implementing WPLs, although he felt it would be good to have a policy on WPLs that was consistent for authorities in London. Councillor Livingstone said that a flat rate levy was a good place to start. Councillor Scott-McDonald said that she was in favour of a light touch approach. She said that in the Royal Borough of Greenwich there was an urban part, and then it became more suburban the further out you went. The biggest employers in Greenwich were the council and the NHS.

The Chair said that the borough of Ealing, alongside Brent, were looking at an WPL at the Park Royal Business Park. He said that he too was in favour of a light touch approach for the boroughs, as well as allowing the NHS discount. The Chair said that he was comfortable with the minimum charge.

Councillor Abellan felt that TfL and the Mayor were pushing the boroughs into adopting these policies. Councillor Huntington-Thresher said that the borough of Bromley would not implement a flat rate charge of £750 a year. He also voiced concern that an unintended consequence of implementing WPLs would be a reduction in parking capacity.

Alina Tuerk said that inner London was very different in comparison to Nottingham. She informed members that she was not proposing that every borough in London should implement a WPL, as a WPL would not be suitable for all boroughs,

especially where there was a shortage of parking spaces. Alina Tuerk said that in Nottingham, they had a discount for businesses with ten or less parking spaces. She confirmed that she would liaise with the boroughs to share facts and figures and minimum charge levels. Alina Tuerk said that a WPL was not a way of just generating money, but would also pay towards modal shifts (eg the tram in Nottingham was funded through the levy).

The Chair asked if an update on WPLs could be presented to the TEC Executive Sub Committee on 12 September 2019. Alina Tuerk said that this should not be a problem.

Decision: The TEC Executive Sub Committee members were asked to review the draft Guidance and make comments to TfL. In particular, they commented on:

- The general approach outlined in the draft Guidance;
- The required minimum charge level of £750 per year;
- The lack of a requirement for an NHS discount (but freedom to propose this in individual schemes); and
- The expectation that boroughs set their own PCN levels for WPL contraventions

  It was noted that Alina Tuerk would liaise with TEC with regards to sharing facts and figures and minimum charge levels.

6. Transport and Mobility Services Performance Information

The TEC Executive Sub Committee considered a report that detailed the London Councils' Transport and Mobility Services performance information for Quarter 4 in 2018/19.

Spencer Palmer, Director of Transport and Mobility, London Councils, introduced the report. He informed members that the focus was the dip in the Taxicard performance. Spencer Palmer said that performance was still poor with regards to Taxicard and this had led to an increase in complaints. However, the Performance Improvement Plan that had been put in place was now starting to see improvements. There were also a great deal more private hire vehicles returning to the Scheme, boosting the number of vehicles available to customers.

Councillor Livingstone asked why it was taking a long time for the calls to Taxicard to be answered if the number of bookings was falling. Spencer Palmer said that the high number of complaints and additional calls to ask about late vehicles were clogging up the telephone lines. He said that there was now an increase in the number of customer support officers to help deal with this.

Councillor Mitchell said that there was also concern over the performance of the London Lorry Control Scheme (the "red" ratings). Spencer Palmer confirmed that this was due to the loss of an enforcement officer, but this had now been addressed. Councillor Huntington-Thresher said that a number of disabled passholders had complained about the lack of training among drivers regarding their needs (this included customer care as well). Spencer Palmer said that this issue was also being addressed, and drivers were being trained to new higher standards.

Decision: The TEC Executive Sub Committee noted the report.

7. TEC Pre-Audited Financial Results 2018/19

The TEC Executive Sub Committee received a paper that outlined actual income and expenditure against the approved budget to the end of December 2018 for TEC and provided a forecast outturn for 2018/19.

Frank Smith, Director of Corporate Services, London Councils, introduced the report. He informed members that there was an additional surplus for the year of £302,000, which was attributed to income generated from the London Lorry Control Scheme and replacement Freedom passes. Frank Smith said that he was not expecting any changes to these figures.

Frank Smith said that the budget setting would be carried out in the Autumn. The level of reserves would be higher than the 10 to 15% benchmark, although there would be additional costs for the Freedom Pass reissue, and some of the money could go towards specific projects. The options on what to do with the reserves over the benchmark would be discussed at the TEC Executive meeting on 14 November 2019.

Decision: The TEC Executive Sub Committee:

- Noted the provisional pre-audited financial results for 2018/19, which show an indicative surplus of £1.739 million for the year;

- Agreed the transfer of £302,000 out of the provisional surplus to the specific reserve, in accordance with usual Committee practice;

- Agreed the carry forward of the underspend on the IT system development budget of £17,000 into 2019/20;

- Agreed the carry forward of the underspend on the LLC Scheme review budget of £116,000 into 2019/20; and

- Noted the provisional level of reserves, as detailed in paragraph 40 and the financial outlook, as detailed in paragraphs 41-42 of this report.

8. TEC Priorities for 2019/20

The TEC Executive Sub Committee received a report that set out the TEC priorities, as reported to the full TEC meeting on 13 June 2019, and invited members to discuss the priorities in greater detail.

The Chair said that the issue of the TEC priorities had gone to himself, the TEC vice chairs and Councillor Peter John (Chair of London Councils). He said that a great deal of discussion had already taken place on the TEC priorities.

Councillor Huntington-Thresher said that he supported the Bakerloo Line extension to Lewisham, but not the replacement of existing stations in Bromley. He also queried the delivery of the 20 ultra-fast EV points. The Chair said that discussions had taken place on progressing with 3 or 4 TEC priorities, although he was unsure about the Bakerloo Line extension. Spencer Palmer confirmed that there was no agreed position on this and it was just supporting research for an extension just to

Lewisham. Councillor Livingstone said that he also supported the Bakerloo Line extension.

Councillor Livingstone said that the TEC priorities appeared to be very light on walking and cycling and these would get support from Councillor Peter John. The Chair said that he was surprised that walking and cycling had been omitted. Councillor Abellan said that he would like to the issue of rail devolution brought back to the table, now that there was going to be a new Prime Minister and possibly a new Transport Secretary. Councillor Scott-McDonald said that she would like more on the environment policy and climate emergency brought out in the priorities. The Chair said that issue of climate change should be made stronger in the report. Spencer Palmer said that the comments on climate change would be considered.

Councillor Webbe asked whether the rapid charging points included red routes or private car parks. The Chair said that 20 rapid charge points had been asked for on borough roads, and not red routes, although this needed to be clarified more.

Councillor Field said that the issue of speed enforcement powers was a priority at the last TEC meeting. Spencer Palmer said that he would check where this was mentioned in the TEC priorities report.

Decision: The TEC Executive Sub Committee:

- Noted that the TEC priorities for 2019/20 did not contain enough detail with regards to walking and cycling and both needed to be included as a priority;
- Agreed to consider strengthening the issue of climate change in the TEC priorities;
- Agreed to check speed enforcement being a priority in the report, and whether this needed to be strengthened; and
- Agreed the TEC priorities for 2019/20, subject to the incorporation of any comments/amendments (above) made by Members

9. Minutes of the TEC Executive Sub Committee held on 7 February 2019 (for agreeing)

The minutes of the TEC Executive Sub Committee meeting held on 7 February 2019 were agreed as an accurate record.

10. Minutes of the TEC Main Meeting held on 13 June 2019 (for noting)

The minutes of the TEC Main meeting held on 13 June 2019 were noted.

Members of the press and public were asked to leave while the exempt part of the agenda was discussed.

The meeting finished at 16:50pm