

Leaders' Committee

11 February 2020 – 10:30 am

At London Councils offices, 59½ Southwark St., London SE1 0AL
Refreshments will be provided
London Councils offices are wheelchair accessible

Labour Group: Room 2 and 3 9:30

Political Adviser: 07977 401955)

Conservative Group: Room 5 9:30

(Political Adviser: 07591 389100)

Liberal Democrat Group: Room 4 9:30

(Political Adviser: 07858 924941)

Contact Officer: David Dent

Telephone and email: 020 7934 9753 david.dent@londoncouncils.gov.uk

Lunch will be provided in Room 4 for members after the meeting

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8. Feedback from Joint Boards:-	Verbal Update
<ul style="list-style-type: none"> London Crime Reduction Board (LCRB) London Health Board (LHB) London Economic Action Partnership Board (LEAP) Homes for Londoners Board (HfL) 	

- GLPC – 24th October 2019
- Grants Committee – 13 November 2019
- TEC Executive – 14 November 2019
- TEC – 5 December 2019
- Executive – 21 January 2020

***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

The Chairman to move the removal of the press and public since the following items are exempt from the Access to Information Regulations. Local Government Act 1972 Schedule 12(a) (as amended) Section 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information).

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London Councils

Minutes of the London Councils Leaders' Committee held on 3 December 2019.

Cllr Georgia Gould chaired the meeting.

Present:

BARKING AND DAGENHAM
BEXLEY
BRENT
CAMDEN
CROYDON
EALING
ENFIELD
GREENWICH
HACKNEY
HAMMERSMITH & FULHAM
HARINGEY
HARROW
HOUNSLOW
ISLINGTON
LAMBETH
LEWISHAM
MERTON
SUTTON
TOWER HAMLETS
WALTHAM FOREST
WESTMINSTER
CITY OF LONDON

Cllr Darren Rodwell
Cllr Teresa O'Neill OBE
Cllr Muhammed Butt
Cllr Georgia Gould
Cllr Tony Newman
Cllr Julian Bell
Cllr Ian Barnes (Deputy)
Cllr Danny Thorpe
Mayor Philip Glanville
Cllr Sue Fennimore
Cllr Joseph Ejiofor
Cllr Graham Henson
Cllr Steve Curran
Cllr Richard Watts
Cllr Claire Holland (Deputy)
Mayor Damien Egan
Cllr Stephen Alambritis
Cllr Ruth Dombey OBE
Mayor John Biggs
Cllr Clare Coghill
Cllr Tim Mitchell (Deputy)
Catherine McGuinness

Apologies:

BARNET
BROMLEY
HAVERING
HILLINGDON
KENSINGTON & CHELSEA
KINGSTON UPON THAMES
LAMBETH
RICHMOND
WANDSWORTH
WESTMINSTER

Cllr Daniel Thomas
Cllr Colin Smith
Cllr Damien White
Cllr Ray Puddifoot MBE
Cllr Elizabeth Campbell
Cllr Liz Green
Cllr Jack Hopkins
Cllr Gareth Roberts
Cllr Ravi Govindia
Cllr Nickie Aiken

Officers of London Councils were in attendance.

The Chair informed members that she was deputising for Cllr John at this meeting. Members congratulated Cllr Rodwell on his award as Local Government Information Unit (LGIU) Leader of the Year.

The Chair also paid tribute to the two people who lost their lives in the terror incident at London Bridge on 29 November. Members recognised the important work that the City of

London had done in dealing with the incident, and Catherine McGuinness in turn thanked boroughs and London Councils for their offers of support. Leaders' Committee was asked to observe a minute's silence to honour the lives of the victims of the attack.

1. Apologies for absence and announcement of deputies

The apologies and deputies listed above were noted.

2. Declarations of interest

No interests were declared.

3. Minutes of the Leaders' Committee 8 October 2019

The minutes of the Leaders' Committee meeting of 8 October 2019 were agreed as an accurate record.

4. Pledges to Business

Cllr Coghill introduced the item, informing members that:

- Boroughs and businesses had been consulted and supported the development of the pledges which flowed from Leaders' Committee's wider Pledges to Londoners
- The pledges were important to ensure that there were mechanisms to engage with businesses and to encourage active relationships with the business sector

Cllr Alambritis supported the work as a timely tool for ensuring that business effectively engaged with local government.

Leaders' Committee noted the report and endorsed the Pledges to Business.

5. Resource Transfer Supporting Climate Change Policy

Cllr Bell, introducing the report, informed members that:

- Discussions on the issue of climate change had previously taken place at TEC and Executive meetings
- Climate change issues were currently outside TEC's authority
- Agreement was now being sought for a transfer of resources from TEC to the Joint Committee to enable action on climate change to be taken in partnership with boroughs

- The report included the programme of work and resources needed, including the need to establish among boroughs work on common baselines for emissions, as well as shared approaches to a framework for performance
- Cllr Mitchell indicated that, as Vice Chair of TEC, he also endorsed the proposal

Responding to a question regarding the timing of this work, and accepting the urgency required in that boroughs had already drawn up their climate emergency Borough Action Plans, Cllr Bell confirmed that while work was already being carried out at Chief Executive and member level, the additional resources would be effective from early in 2020.

Cllr Ejiofor suggested that Leaders' Committee consider arrangements for political oversight of Climate Change related issues the next time it came to consider the makeup of the London Councils Executive.

Leaders' Committee agreed to the proposals for the work to be undertaken and for the resources to be transferred from TEC to the Joint Committee for this purpose.

6. Feedback from London Crime Reduction Board

The Chief Executive fed back on the key points from the October meeting of the LCRB, which covered:

- the additional £15 million funding provided by the Mayor for the purpose of tackling violence against women and girls
- The London Rape review
- A discussion on the recent range of protests in London, and the resource implications on policing and the boroughs
- Devolution of Criminal Justice Services as part of the Memorandum of Understanding which was being negotiated between the Mayor, Ministry of Justice and London Councils.
- The London Blueprint for Women in Contact with the Criminal Justice System

7. Grants Committee Matters

Mayor Glanville introduced the three reports comprising this item:

London Councils Grants Scheme – Budget Proposals 2020/21 (7a) – Priorities 1 and 2, respectively relating to combatting homelessness and tackling sexual and domestic violence, would continue into the final year of the Grants Programme. However Priority 3 work, which addressed combatting poverty and unemployment, carried out via funding from ESF, had now come to an end. In addition, options for the use of the current Priority 1 and 2 reserves of £511,000 would be discussed at Grants Committee early in 2020.

Addressing issues related to No recourse to Public Funds to support Grants

Programme work to Combat Homelessness and tackle Domestic Violence (7b) –

Grants Committee and Grants Executive had considered ways in which the underspend in the Priority 3 Programme could be re-invested to address emerging needs within Priorities 1 and 2. Evidence provided by Grant funders and other organisations had strongly pointed to the issue of No Recourse to Public Funds (NRPF) as having a significant impact on service users: NRPF pressures had also presented challenges to boroughs in terms of their funding. The report therefore asked members to support the proposal for further work in this area to address needs in Priorities 1 and 2.

Grants Programme 2021/25 (7c) – given that the current Grants Programme was due to end in 2021, Grants Committee had considered whether the three existing Priorities were still fit for purpose in terms of a new Programme. It had concluded, on the basis of evidence, that while Priority 1 and 2 remained important, Priority 3 should be reviewed in the context of the work being carried out at borough level on employment and skills. The review process had also considered the possibility of establishing a response fund that allowed for some flexibility in reflecting changes in need over the course of the Programme, without increasing the overall Programme budget.

Cllr O'Neill emphasised the importance of deploying any underspend in the existing Priority 3 budget in the service of very practical outcomes for service users. Mayor Glanville acknowledged the importance of this point and said the Committee would reflect that in its consideration of this matter.

Leaders' Committee:

- Agreed the recommendations in report 7a relating to the Grants Scheme in 2020/21
- Agreed the recommendation in report 7b that the £1,019,000 Priority 3 underspend was used to increase Priority 1 and 2 grants for the sole purpose of increasing immigration advice for service users with No Recourse to Public Funds.

- Agreed in terms of report 7c that a 2021-2025 Grants programme be established based largely on the current Programme Priorities and at the current level of funding - £26.7million over four years, subject to annual agreement of the Grants Budget.

8. Proposed Revenue Budget and Borough Subscriptions and Charges 2020/21

The Director of Corporate Resources introduced the proposed budget for 2020/21, noting that the budget had already been endorsed by the Executive who had proposed no changes at its meeting. He reported that Grants Committee had agreed the relevant recommendation to Leaders' Committee and which the Committee had endorsed in considering the previous item. The Transport and Environment Committee (TEC) would be reviewing its element of the budget at its meeting on 5 December. It was noted that the budget:

- Proposed no increases, and included a proposed reduction in some charges for appeals and also that the proposed overall take from reserves had reduced by £745,000
- Included proposed additional income arising from a smarter use of the Southwark Street building via adaptations, building improvements and the rollout of agile working
- Considered the future capacity and resourcing of the organisation that would need to be further explored and reflected in the budgetary planning process from 2021/22 onwards.

Leaders' Committee approved the recommendations in the report relating to Joint Committee budget and subscriptions for 2020/21 as well as the overall level of expenditure for the Grants Programme and TEC, the latter subject to final approval at the TEC meeting of 5 December 2019.

9. Minutes and Summaries

Leader's Committee agreed to note the minutes and summaries of:

- Audit Committee – 18 September 2019
- Grants Executive – 12 September 2019
- TEC Executive – 12 September 2019
- TEC – 10 October 2019

- YPES – 17 October 2019
- CAB – 17 October 2019
- Executive – 12 November 2019

The Chair agreed the removal of the press and public in that the following items were exempt from the Access to Information Regulations.

Leaders' Committee

Update on the London Pensions CIV Item no: 4

Report by: John O' Brien
Date: 11 February 2020
Contact Officer: Christiane Jenkins
Telephone: 0207 934 9540 **Email:** Christiane.jenkins@londoncouncils.gov.uk

Summary

The attached report from the London Pensions CIV, outlines ongoing work and development.

The London Pensions CIV was established in 2015 as a collective investment vehicle to pool LGPS pension fund assets for more effective investment.

It was agreed as part of the governance review and subsequent agreement to dissolve the London Pensions CIV sectoral Joint Committee, that the Chair of the London Pensions CIV would provide an annual update to Leaders' Committee. Leaders' Committee requested at the Leaders' Committee meeting on 5 February 2019 that this update should come to the future February Leaders' Committee Meetings. This is the first of those updates.

The Chair of the Board, Lord Kerslake and the Chief Executive, Mr Mike O'Donnell, will be in attendance to update Leaders and answer any questions.

Leaders should note that:

- Cllr Stephen Alambritis and Cllr Ravi Govindia serve on the Board of the CIV;
- Shareholders Meetings of all members are held twice a year (called General Meetings); and,
- Shareholder Committee meetings are held quarterly and membership consists of twelve representatives drawn from treasurers (four) and Pension Chairs (eight).

Recommendations

Leaders' Committee is asked to note the report from the London Pensions CIV and to raise relevant points with the Chair and Chief Executive of the Company.

London CIV

Briefing Report for the London Councils Leaders' Committee

11 February 2020

Report from:	Lord Kerslake and Mike O'Donnell	Job title:	Chair and CEO London CIV
Date:	23 January 2020		
Telephone:	020 8036 9005	Contact Email:	Mike.ODonnell@londonciv.org.uk

1. Summary:

1.1 This report briefs the Leaders Committee of the London Councils on the ongoing development of London CIV.

1.2 London CIV was established in 2015 as a collaborative vehicle to pool LGPS pension fund assets for more effective investment and value add. The purpose of the company is ***“to be the LGPS pool for London to enable the London Local Authorities to achieve their pooling requirements”***.

1.3 Pool members are both shareholders and investors. Beyond our practical purpose to deliver pooling LCIV aspires to be ***“a best in class asset pool delivering value for Londoners through long term sustainable investment strategies.”*** That statement has been updated to emphasise our commitment to responsible investment and stewardship.

1.4 2020/21 is a transitional year in the sense that pool members are reviewing their pooling plans following their triennial revaluations and informed by strategic asset allocations. The objectives for 20/21 which pool members will be asked to agree as part of the Annual Budget are set out at the end of this paper. Key points to note include:

- We plan to grow assets under management (AUM) by £1.4bn through a combination of new funds and investment in existing funds.
- We are finalising our ESG strategy in consultation with pool members following a stocktake review by the former Chief Executive of the Brunel Pensions Partnership.
- We are also recruiting into key vacancies as well as to new posts to further our work on ESG and climate change risks
- Costs have not gone up but disappointingly the low pace of pooling impacts on our income from boroughs investing in funds so we have had to fill this gap by asking all boroughs to increase the basic fee they pay by £20,000 despite cost management action. Of course if we can find ways to eliminate or reduce this during the year (including if AUM grows faster than projected) we will do so and avoid the need to levy this increased charge.
- Alongside this we are working to improve our collaboration with pool members especially in respect of our approach to fund launches and communication about London CIV's activities. Feedback from our recent governance progress review has been valuable in all this.

1.5 The challenges in developing the collaboration with pool members, which are not unique to London CIV and will be familiar to leaders from other pan-London projects, include:

- The challenge of achieving a shared pooled strategy across London
- Moving forward at a pace which delivers for the large majority of the 32 pool members given that others are more cautious about pooling
- Uncertainty about government policy in a climate where a Pensions Commission has been proposed

- The importance of attracting, motivating and retaining quality staff
- Recently London CIV has successfully launched an Infrastructure Fund, and is soon to launch a Sustainable Equity Exclusion Fund .
- We are now working with boroughs to identify requirements in respect of Responsible Investment and climate change priorities, including considering options for a separate renewables fund. We are also working jointly with LPFA and LPP on developing a London Fund. This would be an impact investment in collaboration with LPP and LPFA which we expect to be of interest to some boroughs. We are currently undertaking early engagement with potential investors to establish the appetite for investment in such a fund.

2. Financial

2.1 London CIV was set up in 2015 and in our fifth year of operation have achieved 50% of LLA assets pooled and £7.7 mn in net fee savings to LLAs in the first half of the current financial year and £30.2 mn cumulative net savings. Since inception, the pooling context has evolved, and we continue to work in partnership to address these changes and jointly deliver the purpose of the organisation.

2.2 Our forward-looking plans have been developed against the backdrop of Brexit, increasing ESG and climate change concerns and emerging outcomes of triennial valuations that are expected to show higher funding levels which will influence asset allocation strategies and pooling activities. The pace of pooling by the LLAs has a direct relationship with London CIV's AUM based management fees and is one of the key challenges we face. The rate of AUM growth has slowed and will be flat in 2019-2020 versus the £2.6 bn AUM growth forecast in last year's MTFS.

2.3 A number of items are impacting the pace of pooling including a pause in pool member decision-making pending the outcome of strategic asset allocation reviews. Currently a third, £13bn, of LLA assets are invested in passive funds not located on the ACS operated by London CIV. During the year we have also seen changes in pool members investment requirements which impact on fund launch plans and a lack of seed funding for new funds. The delay in launching a number of funds, particularly some more complex funds which have longer timelines, has also impacted on pool member confidence. We now have a more robust fund launch process in place and were pleased with the positive response to our Infrastructure Fund launched in the Autumn of 2019.

2.4 We are committed to reviewing the funding model in the coming year to consider the overall balance between the core costs of London CIV being covered by a fixed management fee versus the variable income from individual LLAs based assets invested and, therefore the relationship with actual use of LCIV services.

2.5 We completed a peer cost benchmarking exercise ahead of the last MTFS and this confirmed that the London CIV was lightly resourced compared to other similar pools. However, we will complete a cost benchmarking exercise in the coming financial year to ensure our cost base continues to be in line with our peers and provides the necessary resources to support our fiduciary and regulatory obligations to all stakeholders.

2.6 We already have a cost and transparency group which includes s151 or their nominees and are seeking a s151 to chair this.

3. People

3.1 Key appointments to note are:

- Mike O'Donnell appointed CEO in March 2019.
- Chief Investment Officer (CIO) role covered since May 2019 on an interim basis, (Kevin Corrigan since November 2019) and a recruitment to the permanent role in hand. (The individual appointed in September decided, for personal reasons, not to stay.)
- Rob Hall, Head of Equities appointed as Deputy Chief Investment Officer (retaining his responsibilities for Equity Asset Class). Interim appointments in place to cover Larissa Benbow Head of Fixed Income who has resigned.

- Head of ESG appointment in progress which has been enabled by a review of the investment team structure rather than by adding additional posts
- Kevin Cullen retiring as Client Relations Director in March 2020 and recruitment of a replacement in hand.

4. 2020/21 Objectives and Collaboration with Pool Members

4.1 London CIV exists to deliver more effective pension scheme asset management. To achieve that we establish an effective working relationship with 32 pool members and achieve a consensus way of working. For some matters this means obtaining formal approval from all 32 pool members which from time to time proves difficult and can be an impediment to moving forward at the pace London CV would hope for in order to deliver the outcomes pool members are expecting of us.

4.2 We expect pool members to agree our Annual Budget on 30 January, including key objectives for the year. This is set in the context of a broader Medium-Term Financial Strategy. Key items which we expect to discuss with pool members as part of our longer-term strategic planning during this transitional year, leading into next year's Annual Budget include

- **Pooling plans:** Clarifying LLAs strategic asset allocation requirements following triennial valuations and commitment to pooling
- **Investment Strategy:** Finalising and agreeing the investment strategy and where we prioritise our resources and have the appropriate client engagement to ensure seed investors are in place once funds are launched
- **ESG:** Establishing and implementing our ESG framework to deliver ESG and our response to climate change requirements, building on the recommendations from the ESG Stocktake report by Dawn Turner (formerly Chief Executive of the Brunel Pensions Partnership)
- **Permissions:** Gaining shareholder approval to expand permissions enabling us to provide a fuller service offering and realise the ambition of being a best in class asset pool that delivers value for Londoner
- **Governance Review:** Completing the Governance Review and recommendations
- **Transparency and Reporting:** Further work on and enhanced reporting on the costs and benefits of pooling

4.3 Pool member focus on responsible investment and stewardship issues, in particular the need to fully reflect risks arising from climate change, has increased significantly over the last 12 months. It is understood that around 23 pool members have made climate change declarations and are now considering their more detailed response to these issues, including how this relates to pension fund investments. Following the stocktake report by Dawn Turner former CEO of Brunel Pension Partnership we are taking forward actions in the following areas:

- the appointment of a Head of ESG;
- investment strategy and our product range;
- stewardship of assets including a voting policy;
- improved reporting; and culture including our updated vision statement.

4.4 The London CIV 2020-21 Budget considered at the 30 January General Meeting includes the following high level objectives:

2020-2021 Objectives	KPIs
<ul style="list-style-type: none"> Continue to build credibility 	<ul style="list-style-type: none"> Appoint permanent CIO and stabilise team Deliver strong fund performance Deliver fee savings Deliver fund launches to agreed timelines
<ul style="list-style-type: none"> Establish a product strategy which meets LLAs needs including ESG and climate change requirements 	<ul style="list-style-type: none"> Develop investment and fund strategy to meet LLAs strategic allocation plans Establish leadership position in ESG and climate change including engagement, voting and product range.
<ul style="list-style-type: none"> Establish appropriate LLA engagement model for new fund launches 	<ul style="list-style-type: none"> Complete detailed mapping of individual borough intentions to drive three-year plan for AUM growth and fund portfolio Review current LLA engagement model and ensure adding value; establishing revised approach where required Establish greater transparency on activities and clearer position on confidentiality
<ul style="list-style-type: none"> Deliver on transparency reporting 	<ul style="list-style-type: none"> Deliver Scheme Advisory Board requirements Delivery Quarterly net savings reporting Deliver CIPFA and Cost Transparency Code compliant reporting for LLAs
<ul style="list-style-type: none"> Delivery strategic projects 	<ul style="list-style-type: none"> Governance Review / Recommendations Pension fund closure to new hires (subject to 32 signed Pension Guarantees and Recharge agreements) Change in permissions (subject to 32 signatures) Senior Management Certificate Regime (SMCR) FIS and reporting implementation VAT and Transfer Pricing Review

5. Conclusion

5.1 This paper provides a summary of London CIV progress and developments for the London Councils Leaders Committee. More information is available in the London CIV Medium Term Financial Strategy 2020/2025 and Annual Budget 2020/21. Members of the committee are invited to ask questions of the Chair and CEO of London CIV to assist in the successful development of London CIV.

Leaders' Committee

Appointments to London Councils' Executive & Lead Members

Item 5

Report by: Alan Edwards **Job title:** Governance Manager
Date: 11 February 2020
Contact Officer: Alan Edwards
Telephone: 020 7934 9911 **Email:** alan.e@londoncouncils.gov.uk

Summary: This report recommends that Leaders' Committee agrees the proposed change to the membership of the London Councils' Executive and Portfolio Holder for Schools and Children's Services

Recommendations: Leaders' Committee is recommended to agree that Councillor Elizabeth Campbell (Royal Borough of Kensington & Chelsea) is appointed to London Councils' Executive as the new Portfolio holder for Schools and Children's Services

Appointments to London Councils' Executive & Lead Members

Background

1. Following the election as MP for the Cities of London and Westminster, Cllr. Nickie Aiken resigned as the London Councils Portfolio Holder for Schools and Children's Services.
2. Councillor Elizabeth Campbell (Royal Borough of Kensington and Chelsea) has been nominated as her replacement. Councillor Elizabeth Campbell will also serve on the London Councils' Executive.

3. Financial Implications:

Executive Members of London Councils Leaders' Committee are remunerated and this is met by existing approved budgetary provision.

4. Legal Implications:

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

5. Equalities Implications:

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

Recommendations:

Leaders' Committee is recommended to agree that Councillor Elizabeth Campbell (Royal Borough of Kensington & Chelsea) is appointed to London Councils' Executive as the new Portfolio holder for Schools and Children's Services.

Leaders' Committee

London Office of Technology and Innovation

Item 6

Report by: Eddie Copeland **Job title:** Director, London Office of Technology and Innovation

Date: 11 February 2020

Contact Officer: Onyeka Onyekwelu

Telephone: 020 7934 9656 **Email:** eddie.copeland@loti.london

Summary This report outlines the progress made by the London Office of Technology and Innovation (LOTI) since it came into operation on 15 July 2019. LOTI was created to help its member boroughs, the GLA and London Councils collaborate on projects that bring the best of digital, data and technology to improve public services and outcomes for Londoners.

In its first six months of operation, LOTI has worked on projects aligned to its six workstreams, with a particular focus on improving digital skills, technology procurement and data collaboration. As of January 2020, those projects are moving from a design phase to active delivery. To help in the delivery of its data collaboration work, LOTI will shortly be recruiting for a Data Projects Manager to join the team.

Recommendation Leaders' Committee is asked to note the contents of the report.

London Office of Technology and Innovation

Background

1. The concept of setting up the London Office of Technology and Innovation (LOTI) was developed by London Councils in partnership with the GLA to address London's 'digital collaboration deficit' - the barriers hindering boroughs from working together on projects involving digital, technology and data. Leaders' Committee previously endorsed the decision to establish LOTI in December 2018, see: <https://www.londoncouncils.gov.uk/node/34803>.
2. LOTI was launched on 10 June 2019 during London Tech Week with a mission to help its member boroughs collaborate on projects that bring the best of digital, data and technology to improve public services and outcomes for Londoners.
3. The work that LOTI delivers is centrally managed by a team based in London Councils, consisting of Eddie Copeland (Director), Genta Hajri (Programme Manager) and Onyeka Onyekwelu (Lead Engagement Officer).
4. LOTI's original business plan assumed eight boroughs would join in the first instance. However, 16 boroughs are members of LOTI, including: Brent, Camden, Croydon, Ealing, Greenwich, Hackney, Hounslow, Kensington and Chelsea, Kingston, Lambeth, Newham, Southwark, Sutton, Tower Hamlets, Waltham Forest and Westminster.
5. As LOTI's purpose is to promote collaboration and the sharing of information, it is committed to working in the open. All of its activities are detailed each week at <https://medium.com/loti>. This channel is used not only to share its work but also to receive useful feedback on its ideas and projects.

Workstreams

6. Prior to LOTI's launch, LOTI member boroughs identified six workstreams to focus activity and alleviate some of the key challenges and barriers to collaboration, namely:
 - 6.1. **Digital Leadership:** Helping senior managers and political leaders develop their understanding and skills to make the most of digital; and by building the digital skills pipeline.
 - 6.2. **Sharing and Reusing:** Facilitating better peer-to-peer sharing of needs, ideas, evidence, tools, patterns and code to develop boroughs' collective knowledge.

- 6.3. **Better Partnerships:** Encouraging more effective collaboration, relationships and networks with suppliers, GovTech, TechforGood, universities and nonprofits.
- 6.4. **Embedding Standards:** Supporting the adoption of useful technical standards and common approaches and practices.
- 6.5. **Data Collaboration:** Removing barriers to responsible data sharing. Vetting and managing collaborative data projects across London's public sector.
- 6.6. **Shared Experiments:** Helping boroughs spread the risk, reduce the cost and accelerate their learning about new innovations.

Project Progress Update

In Year One (up until July 2020) LOTI is focused on “fixing the plumbing” - i.e. addressing the barriers that prevent boroughs from gaining the greatest value from technology and data - in three core areas that speak strongly to the aims of the first five workstreams:

Improving Digital Skills (*workstream: Digital Leadership*)

- 7. LOTI intends to build the skilled resources required by boroughs by supporting them to pledge and recruit 100 digital apprentices (i.e. people working in roles in boroughs' ICT and digital teams) by September 2020. LOTI has secured [69 pledges to date](#) and will be working closely with member boroughs to meet their target by the deadline.
- 8. This project has scaled up a digital apprenticeships model pioneered by Hackney, whose officers helped to create a [guidance document](#) for those yet to recruit digital apprentices, and to support managers with digital apprentices in post.
- 9. In addition, a network has been created for managers of digital apprentices to share their experiences, knowledge and challenges. To date, discussions have centred around what roles and skills are needed to support the future of local government services. In the last quarter of 2019-20, a similar network will be created to support digital apprentices themselves. LOTI is in the process of designing with them a programme of work to broaden their understanding of the sector, develop their skills and help them with their career development.

Improving Technology Procurement (*workstream: Sharing & Reusing & Better Partnerships*)

10. On 13 November, in partnership with Bloomberg Associates, LOTI released City Tools: London, a [report](#) and interactive [dashboard](#) that maps technologies, contracts and technology skills across London's boroughs. The information is transparent and easily accessible. The intention is to make it easier for boroughs to identify new opportunities to collaborate, re-shape the government technology market and improve service delivery for Londoners.
11. On 3 December, LOTI held a [future use cases workshop](#) to identify current problems with technology procurement and potential solutions that City Tools: London could offer. An action plan has been drawn up with short and long term goals, which include helping boroughs work together to create common tender specifications where they have contracts expiring at similar times for the same service area, and active engagement with Crown Commercial Services.
12. In partnership with the GLA's Economic Development Team, LOTI will explore the potential to fully integrate City Tools: London with their [GovTech London](#) platform, which is designed to make local government technology procurement more transparent and accessible to SMEs. This has the potential to create a virtuous circle of procurement opportunities that feed into our database of applications used by boroughs. User design sessions will be held in February to inform the design of that tool.

Improving Data Collaboration (*workstream: Data Collaboration and Embedding Standards*)

13. Data collaboration is a fundamental enabler of many public service improvement projects. LOTI boroughs have collectively set out the rationale, principles and actions they will take to enable this in a [Joint Statement of Intent on Responsible Data Collaboration](#).
14. To start breaking down the barriers to responsible data sharing, LOTI has embarked on a project to standardise, improve and reduce the time and complexity it takes to legally fulfil the information governance aspects of data sharing initiatives that involve multiple boroughs. Following active engagement with the membership of Chief Digital and Information Officers, as well as Data Protection and Information Governance Officers, a [seven-step information governance process](#) for data collaboration projects has been developed. LOTI's process sets out what needs to happen at each stage and will be tested in upcoming pan-London data-sharing projects.

15. Used intelligently, data can help boroughs make better decisions, drive service improvements and better serve local residents. Yet it is vital boroughs know how to innovate responsibly and ethically with data and artificial intelligence (AI). LOTI is currently working with officers in Brent to develop a [series of practical workshops](#) designed to help boroughs assess the ethical, legal and public communication aspects of data initiatives.
16. Internet of Things (IoT) devices - sensors connected to the internet - are being deployed in a growing number of public sector contexts. One area which LOTI believes requires particular attention is the use of IoT devices in public spaces, for example in smart lamp posts and street sensors. In collaboration with the GLA's Sharing Cities project and LEDNet, LOTI is in the process of designing an intensive week-long sprint of activity with boroughs to explore:
 - 16.1. how such technology can be used in a way that engenders the public's trust on the use and collection of data,
 - 16.2. how that data will be used for Londoners' benefit, and
 - 16.3. how boroughs can make informed decisions about when and how to implement IoT devices.

Beyond these three core areas, LOTI has also worked on the following initiatives:

Assistive Technology

17. In an effort to support and improve the delivery of adult and child social care services, some boroughs are currently using, or plan to trial the use of Assistive Technologies to help residents to live more independently. LOTI's Assistive Technology project seeks to make it easier for boroughs to build their collective knowledge and evidence base about what works by developing and testing a common evaluation [framework](#) and [guide](#).

Seamless Wifi

18. In support of the Mayor of London's commitment to build London's resilience network, LOTI undertook a project seeking to implement [common wifi networks](#) across LOTI member boroughs. The intention is to enable public sector staff and elected members to more quickly and easily get online when working from another borough. It is hoped that this will increase productivity and remove barriers to collaborative and multi-agency working, including in cases of emergency response.

Funding

19. With its funding from 16 boroughs, the GLA and London Councils, LOTI has a healthy operating budget of £620,000.
20. Each borough contributes £30,000 per annum (with the exception of those boroughs operating shared services, which contribute a combined fee of £45,000 respectively). London Councils and the GLA each pay £100,000 per annum towards LOTI's running costs.
21. Non-personnel expenditure in FY 2019/2020 has been relatively modest, given that LOTI's first months of operation have largely focused on facilitating conversations between boroughs in workshops to inform and shape the design of projects. LOTI will therefore have a significant surplus in its first year. That surplus will be committed to projects that move LOTI's programme from the set-up stage to active development and delivery of shared solutions from the start of the next financial year.
22. In FY 2020/2021, LOTI staff salaries are expected to increase with the creation of an additional post: a Data Projects Manager. That role will be tasked with managing pan-London data collaboration projects with the boroughs and the GLA. This is expected to be a more junior role than LOTI's current staff, set at band C of London Councils' pay scale.

Next steps

23. LOTI recently published its [roadmap](#) of activity, listing 23 items to be achieved by July 2020, based on activities already underway. This highlights how it will deliver on its commitments to fixing the plumbing in the three important areas outlined above.
24. LOTI is now additionally starting work to establish its Year Two work plan, which is likely to explore how boroughs can share the time, cost and risk of experimenting with much more innovative approaches to technology-enabled reform. This is aimed at fulfilling the ambitions in our sixth workstream: share experiments.
25. LOTI has established an expert Advisory Panel, which operates as a steering group, informing and shaping the priorities of the LOTI work programme. This panel consists of a representative of each LOTI borough (its Chief Executive or other senior officer), London Councils Digital Lead, Mayor Phil Glanville and his shadow leads from the other party groups, and the Director of LOTI. The Panel is chaired by London Councils' Director of

Finance and Performance. LOTI will continue to bring future progress reports back to Leaders' Committee.

Recommendations

26. Leaders' Committee is asked to note the contents of the report.

Financial Implications for London Councils

The Director of Corporate Resources confirms that LOTI's spending plans and the additional costs for the proposed Data Projects Manager post are covered by existing resources.

Legal Implications for London Councils

There are no legal implications arising from this report.

Equalities Implications for London Councils

There are no equalities implications arising from this report.

Leaders' Committee

Pledges to Londoners - Update on Housing and Planning

Item no: 7

Report by: Eloise Shepherd **Job title:** Strategic Lead: Housing and Planning
Date: 11th February 2020
Contact Officer: Eloise Shepherd
Telephone: 020 7934 9813 **Email:** Eloise.Shepherd@londoncouncils.gov.uk

Summary: This paper provides an update on the Housing and Planning pledges agreed by Leaders' Committee as part of its wider Pledges to Londoners.

Recommendations: Leaders' Committee is asked to note and comment on this report.

Pledges to Londoners – Update on Housing and Planning

Introduction

1. As part of the Pledges to Londoners, London boroughs have committed to work together to address the housing crisis and deliver collaborative solutions on homelessness to improve outcomes for residents across London.
2. The Pledges previously adopted by Leaders within this policy area were as follows:
 - Seek new powers to further raise our delivery potential and so better meet the needs of London's population through developing an agreement with government on extending the powers and financial flexibilities of London boroughs.
 - Create a suite of shared home building services that can be used by all London boroughs. This will include for example:
 - o Expanding the London boroughs' collaborative precision manufacturing company PLACE to deliver homes across the capital by 2022.
 - o Co-designing with the building industry a standard platform for planning major developments.
 - o Ensuring that construction apprentices funded through section 106 deals have access to work and training across all London boroughs.
 - Agreeing a common standard across all boroughs to ensure safety and decency for all homes; especially taking action on rogue landlords.
 - o We will lobby government to provide new powers so that the financial burden of enforcing standards is paid by rogue landlords themselves and that landlord licensing decisions can be enforced at the borough level.
 - o Engage with government to ensure a full response to the Hackitt Review that delivers clear guidance, enforces swift remediation of buildings of all tenures with dangerous cladding and other fire safety issues; and is effectively funded.
 - Supporting each other to reduce homelessness through collaboration across London including:

- o Committing to use the boroughs' joint company Capital Letters as a procurement vehicle for temporary accommodation.
 - o Providing a homelessness prevention service in every London borough based on boroughs sharing their best in class services and gaining adequate funding from central government.
 - o Developing a borough led pan-London strategy to end rough sleeping.
 - o Engage government to create more effective and fully funded solutions for homelessness and temporary accommodation in London.
3. The delivery of these pledges is being overseen by Cllr Darren Rodwell as the Executive Member for Housing and Planning. They reflect shared pan-London priorities for Leaders over the next three years, but the list does not reflect the entirety of London Councils' work on housing.

Progress Update

- *Seek new powers to further raise our delivery potential and so better meet the needs of London's population through developing an agreement with government on extending the powers and financial flexibilities of London boroughs.*

Through much of the previous year, there was limited opportunity to influence government due to changes in ministerial positions, alternative national priorities and the election process. Despite these limitations, the Lead member and the Conservative Lead at the time did meet with the former Housing Minister to begin a constructive dialogue which was truncated by a ministerial reshuffle. Following this engagement, London Councils held a well attended conference in March 2019 bringing together the private, council and housing association sectors to agree points for lobbying together. Since the conference, the London Councils Executive agreed to proceed with cross sector task and finish groups drawn from attendees on housing finance and social infrastructure. The resulting reports are currently being finalised following autumn meetings.

Since the General Election in December, there has also been extensive engagement with senior civil servants, which is leading to work to identify ways of smoothing and removing other barriers to delivering the homes that London needs. We also made a strong case in the consultation on the retention of Right to Buy receipts, a key flexibility for boroughs, and are awaiting the formal government response.

- *Create a suite of shared home building services that can be used by all London boroughs. This will include for example:*

- o Expanding the London boroughs' collaborative precision manufacturing company PLACE to deliver homes across the capital by 2022.*

PLACE (the Pan-London Accommodation Collaborative Enterprise) is the first jointly owned company delivering housing on behalf of London authorities. It delivers modular units (which meet all appropriate space standards, and other standards) for use as temporary accommodation on meanwhile sites. The idea is to maximise the additionality from the unused land, reduce disruption for residents who may otherwise be placed out of area, and reduce council costs for temporary accommodation. Four boroughs are currently members of the company and pursuing specific sites, the first of which is currently progressing through planning. Sixteen boroughs sat on the development working group. The project is in receipt of £11m of GLA funding via the Innovation fund, which will deliver 200 homes, with potential for 100 additional grant funded homes if the sites are available prior to 2022. It is anticipated that the prototype unit will be on site for other boroughs to view this Spring. If successful, the model has considerable scalability.

- o Co-designing with the building industry a standard platform for planning major developments.*

As part of the conference we discussed key areas of agreement across London (which of course has an extremely diverse housing market, and requires different things from different developers on many issues). One of the areas it was felt could benefit from input and ultimately a write up of best practice is in community engagement. Initial discussions are now taking place with boroughs.

- o Ensuring that construction apprentices funded through section 106 deals have access to work and training across all London boroughs.*

Cllr Peter John chaired a sub-group of the Homes for Londoners board that looked into this issue, and we continue to support the GLA in their delivery of an improved model.

- *Agreeing a common standard across all boroughs to ensure safety and decency for all homes; especially taking action on rogue landlords.*

o We will lobby government to provide new powers so that the financial burden of enforcing standards is paid by rogue landlords themselves and that landlord licensing decisions can be enforced at the borough level.

The Lead Member, Cllr Rodwell has written to ministers on this matter, and we have worked with the GLA run Private Sector Partnership, the Housing Directors Network and others to consider and trial different ways of improving standards.

Where councils themselves use the Private Rented Sector, we are working with Housing Directors and the West London Alliance to implement a cross London inspection standard for B&B and studio accommodation in use as Temporary Accommodation using an IT platform and a centralised team of EHOs. At this point, 28 boroughs are signed up to the system which seeks to drive up standards. We have successfully applied for £160k from MHCLG for the system set up, and £50k from the GLA.

o Engage with government to ensure a full response to the Hackitt Review that delivers clear guidance, enforces swift remediation of buildings of all tenures with dangerous cladding and other fire safety issues; and is effectively funded.

We have had extensive engagement with MHCLG, the LGA and the National Fire Chiefs Council since the pledges were released. In particular, in preparation for the suite of legislation announced in the Queen's Speech (the Building Safety Programme and the Fire Safety Bill). We were heartened by the Secretary of State's recent announcement of a consultation on extending the ban on combustible materials on facades down from 18m to 11m, which has been a London Councils lobbying position. However, while strong measures and regulation are needed, they must come with appropriate funding. We are also working with MHCLG on the External Wall System identification work, pushing for a risk-based approach to cladding, provision of additional resource for the work and other support for boroughs.

We continue to support the Housing Directors in their Fire Safety Sub-Group which provides a forum for discussion, best practice sharing and informal forum for discussions with MHCLG, LFB and also housing associations.

• *Supporting each other to reduce homelessness through collaboration across London including:*

o Committing to use the boroughs' joint company Capital Letters as a procurement vehicle for temporary accommodation.

Capital Letters is a limited company jointly owned by 13 of London's boroughs. It is supported by £38m from MHCLG with the aim to provide savings and improved service in the procurement of temporary accommodation. The company started to procure accommodation in late summer, and is currently in discussion with a number of boroughs about the potential to join for the start of the next financial year. When the company had been in operation for a year, a full report will be brought to Leaders as previously advised.

o Providing a homelessness prevention service in every London borough based on boroughs sharing their best in class services and gaining adequate funding from central government.

We continue to support a variety of peer networks among housing and homelessness services enabling best practice to be shared. For the point on funding, please see the final pledge.

o Developing a borough led pan-London strategy to end rough sleeping.

Rough sleeping in London continues to increase despite national reductions. We are working with boroughs to foreground some of the excellent practice already going on in London and making the case for the government investment in London to be longer term and more strategic, as at the moment the numerous grant streams and funding rounds lead to disruption, inability for long term planning and losing staff to permanent contracts elsewhere.

o Engage government to create more effective and fully funded solutions for homelessness and temporary accommodation in London.

The report into homelessness costs commissioned from LSE found clear evidence of the large overspend by London boroughs in the increasing cost of statutory homelessness.

The report can be found here: <https://www.londoncouncils.gov.uk/our-key-themes/housing-and-planning/homelessness/cost-homelessness-services-london>

The report shows that the capital's local authorities spent over £919 million on homelessness services in 2017/18. £201 million of this expenditure was not covered by central government grants or councils' housing income (such as rental payments), meaning boroughs resorted to covering the costs from their general funds (which could be used for other council services). This report was delivered in time to input into the government's consultation into the Homelessness Reduction Act, and strengthened the

case for additional funding. In January 2020 the government announced an increase in funding available for homelessness via the newly created Homelessness Reduction Grant, just under £27m of which will go to London. We will continue to push for funding, for longer term settlements on homelessness, but the additional funds do demonstrate the impact of the report and our other lobbying, and a synergy of purpose to address homelessness at all levels in government.

Next Steps

4. London Councils officers and Executive members will continue to work on supporting the implementation of the pledges as outlined in this report and will keep Leaders updated on a regular basis.

Recommendations: Leaders' Committee is asked to note and comment on this report

Financial implications for London Councils

None

Legal implications for London Councils

None

Equalities implications for London Councils

None

Leaders' Committee

Minutes and Summaries

Item no: 9

Report by: Lisa Dominic **Job title:** Senior Governance Support Officer
Date: 11th February 2020
Contact Officer: Christiane Jenkins
Telephone: 020 7934 9540 **Email:** Christiane.jenkins@londoncouncils.gov.uk

Summary Summaries of the minutes of London Councils

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

- GLPC – 24th October 2019
- Grants Committee – 13 November 2019
- TEC Executive – 14 November 2019
- TEC – 5 December 2019
- Executive – 21 January 2020

Leaders' Committee

Report from the Greater London Provincial Council AGM – 24 October 2019

Item no:

Report by: Steve Davies **Job title:** Head of London Regional Employers
Date: 11 February 2020
Contact Officer: Steve Davies
Telephone: 020 7934 9963 **Email:** Steve.davies@londoncouncils.gov.uk

Summary: Summary of the minutes of the Greater London Provincial Council Annual General Meeting held on 24 October 2019

Recommendations: For information.

1. Attendance

Employers' Side - Cllr Syed Ghani (Sub) (Barking & Dagenham), Cllr Alison Kelly (Sub) (Camden), Cllr Simon Hall (Croydon), Cllr Carole Williams (Hackney), Cllr Katherine Dunne (Hounslow), Cllr Philip Corthorne (Hillingdon), Cllr Malcolm Self (Kingston), Mayor John Biggs (Tower Hamlets), Cllr Guy Senior (Wandsworth). **Trade Union Side** - Helen Reynolds (UNISON), April Ashley (UNISON), Gloria Hanson (UNISON), Mary Lancaster (UNISON), Maggie Griffin (UNISON), Simon Steptoe (UNISON), Sean Fox (UNISON), Vaughan West (GMB), Jonathan Coles (GMB), Wendy Whittington (GMB) and Peter Murphy (GMB).

2. Apologies for Absence

Apologies for absence were received from Cllr Sade Bright (Barking and Dagenham), Cllr Daniel Beales (Camden), Cllr Robert Benham (Havering), Cllr Amanda De Ryk (Lewisham), Cllr Clyde Loakes (Waltham Forest), Cllr Nickie Aiken (Westminster), Clara Mason (UNISON) and Donna Spicer (GMB).

3 Election of Chair and Vice-Chair for 2019-2020

Sean Fox (UNISON) was elected Chair and Mayor John Biggs (Tower Hamlets) was elected as Vice-Chair for 2019-2020.

4 Minutes of the Meeting held on 21 March 2019

The Minutes of the meeting held on 21 March 2019 were agreed.

5. Matters Arising

Attendance – Employers - It was noted that Cllr Katherine Dunne (Hounslow) was omitted from the attendance on the Joint minutes for the 21 March 2019.

Regional Adoption Services – Update – Page 7

It was noted that the paragraph '*We have been told in Southwark that if staff did not want to move across then they could find new jobs within the council*' should read as follows:

'Members in Lewisham said that if staff did not want to move across then they could find new jobs within the council.'

There were no further matters arising from the minutes of the 21 March 2019.

6. To Confirm the Membership of the GLPC and Co-Secretaries of the GLPC 2019-2020

The membership of the GLPC and Co-Secretaries for 2019-20 was noted and agreed as follows.

Borough	Rep	Party
Barking & Dagenham	Sade Bright	Lab
Camden	Daniel Beales	Lab
Croydon	Simon Hall	Lab
Enfield	Nesil Caliskan	Lab
Greenwich	Christine Grice	Lab
Hackney	Carole Williams	Lab
Havering	Robert Benham	Con
Hounslow	Katherine Dunne	Lab
Hillingdon	Richard Lewis	Con
Kingston	Malcolm Self	Lib Dem
Lewisham	Amanda De Ryk	Lab
Tower Hamlets	Mayor John Biggs	Lab
Waltham Forest	Clyde Loakes	Lab
Wandsworth	Guy Senior	Con
Westminster	Nickie Aiken	Con

UNISON

Helen Reynolds, April Ashley, Jackie Lewis, Clara Mason, Maggie Griffin, Mary Lancaster, Simon Steptoe, Sean Fox, Adejare Oyewole/Henry Roberts (Job Share) and Julie Kelly (in attendance)

GMB

Vaughan West, Donna Spicer, Jonathon Coles, Wendy Whittington and Peter Murphy

UNITE

Gary Cummins, Danny Hoggan, Kath Smith, Susan Matthews, Jane Gosnell (Reserve) and Onay Kasab

7. Capital Letters - Update

Steve Davies, Employers' Side Joint Secretary informed colleagues that the report provided had been completed and updated by the Chief Executive of Capital Letters. Unfortunately, due to a close family bereavement Sue Coulson sends her apologies for today.

The report has been updated from the report tabled at GLPC on 24 March 2019 but includes the setting up arrangements of Capital Letters, initial work, work that has taken place and flags up the employment terms and conditions which they feel are broadly comparable to local government.

In terms of pensions an alternative scheme has been procured as Capital Letters are not proposing to obtain admitted body status to the Local Government Pension Scheme (LGPS).

Recruitment and secondments are still ongoing.

The Chair stated that Haringey are affected by seconded staff issues, the Unions have previously raised the issue of lack of consultation which still has not happened to date. We feel we need an urgent meeting of the Joint Secretaries to establish a relationship with Capital Letters. We would also like to know why they cannot get access to the LGPS scheme.

Steve Davies, Employers' Side Joint Secretary responded that as he understands it Capital Letters are unable to get admitted status.

The Chair asked that we get a clear response from Capital Letters to clarify this issue.

Mary Lancaster (UNISON) stated that in Point 20 of the report the wording states that the Trade Unions have been included in consultations which is massively misleading. We are not aware that there has been any consultation and ask that this sentence be removed from the report. We do not fully understand where Capital Letters is going. If London Councils and the LGA have started this organisation, then why not consult with the Unions? We raised this issue six months ago and are still raising.

Mary Lancaster said, Chief Executives of this and other such trusts are being paid lots of money, more than local government staff are being paid. Are staff being properly represented? Are we getting value for money? We need to know it is money well spent.

April Ashley (UNISON) reinforced Mary's comments and point 20 of the report which states Trade Unions have been consulted. Southwark are unaware of any discussions or consultations with the Unions. Can we ask and find out when these took place for Southwark and other London boroughs?

We need a London wide discussion as well as individual borough discussions.

Vice-Chair Mayor Biggs stated formal agreement had been entered into by boroughs. From a business point of view, it is to solve a problem for homeless families. As authorities we are trying to be compassionate and personally, I would be disappointed if discussions have not taken place with the Unions. Happy to take this away and try to resolve the problem.

Cllr Katherine Dunne (Hounslow) highlighted point 9 of the report which highlights why Capital Letters is not part of the LGPS, but this raises issues why it cannot be part of the LGPS but on the other issue of terms and conditions we need to be involved.

Cllr Simon Hall (Croydon) informed colleagues that there was the same issue with the London CIV as he understood it. The host authority has now admitted them with a guarantee from other organisations which ensures that they can be part of the LGPS. This could be done for Capital Letters.

Agreed that a meeting of the Joint Secretaries and Capital Letters be arranged to discuss matters further.

8. Local Government Unions Pay Claim for 2020 and GLPC London Pay Implementation 2019 – Update – Harry Honnor, LGA

Harry Honnor, Lead for National Pay Negotiations, Local Government Association informed colleagues that the eleven regional pay briefings concluded on 8 October 2019 which were all very well attended.

Attendees at all briefings were taken through the Unions Pay Claim.

The National Employers' are scheduled to meet on 5 November 2019 which will be the first opportunity for them to receive feedback from all pay briefings. They will then go away and meet in their own political groups with a view to meet before Christmas to table an offer.

At present the political environment may change timings but we will keep Union colleagues informed.

It was appreciated that the Unions put forward their Claim early this year.

The Chair asked if Harry could clarify the situation around making a pay offer and whether any negotiations will take place.

Harry responded that it is down to the politicians to decide the approach they will take and that the Unions comments today will be noted.

9. Regional Adoption Services - Update

Steve Davies, Employers' Side Joint Secretary highlighted the report and informed colleagues that Maggie McGrath, Programme Lead for London who had provided an update for the report, position ended at the end of September 2019.

Debbie Gabriel, Head of Service, Adopt London West is attending today to answer any questions colleagues may have and inform the meeting on how things have gone and how she envisages things going forward.

Debbie Gabriel informed colleagues that all Regional Adoption Agencies (RAAs) went live on 1 October 2019. Transfers of staff have gone relatively smoothly, but still some issues to resolve. Staff morale is quite lively at the moment as everything is new.

RAA Leads are trying to do what we can to make the transition go as easily as possible.

Still a lot of work to do around practice standards and how they are going to work.

Mary Lancaster (UNISON) stated that from a local point of view the appointments of new Heads of Service was very good. We had someone there who was going to Lead.

We need to learn from our experiences. We were informed three years ago this was going to happen, then we heard nothing, then all of a sudden it was happening. The Unions know so much about transferring staff etc and we are here to support people.

April Ashley (UNISON) stated that the South is the biggest RAA and people transferred on their own terms and conditions. There are some concerns but mostly been an ok move over. One concern is that there are still lots of vacancies.

April said, there is an issue regarding pay for travel, which Southwark are going to pay for one year, but concerned what will happen after that.

Wendy Whittington (GMB) informed colleagues that any problems with terms and conditions had now been sorted out. There is consternation from Havering that no one from Havering secured a position even though they are a host borough. It will take time but quite a bit of bad feeling in the borough at present.

The Chair stated that TUPE had happened, there are some issues but agreed we would meet to see how we could mop up. We need to learn from this and have some guidance for the future.

Travel time again is a concern for some staff. We still need to resume discussions.

It was agreed that the Joint Secretaries look at producing some guidance.

Simon Steptoe (UNISON) stated that there no real problems at the moment.

Debbie Gabriel agreed and asked for a meeting between the Leads and Unions be organised for January 2020. We know this is a process and staff are buoyant at present, but they might have a slip.

The Chair stated that the Unions would like to know the staff who had been TUPE'd over.

Debbie responded that not many staff had TUPE'd over but will provide the information.

10. London Living Wage – Summary of the Position in London

Steve Davies, Employers' Side Joint Secretary highlighted the latest summary position in London.

Vaughan West (GMB) stated that because London pay scales had caught up with the London Living Wage (LLW) there is still an issue with those accredited boroughs whether they are ensuring their

contractors are paying the LLW. Are boroughs enabling contractors to pay the LLW?

Vaughan asked that the Joint Secretaries meet to discuss what is the most relevant information for the Unions e.g. are contractors paying the LLW.

Simon Steptoe (GMB) stated that the Unions also need to know whether apprenticeships and other companies are also paying the LLW.

April Ashely (UNISON) stated that contractors in schools also need to be paid the LLW and councils need to ensure this.

11. Workplace Support for Parents with Premature or Sick Babies - Update

Steve Davies, Employers' Side Joint Secretary highlighted the list of which councils have signed up to the Smallest Things Campaign, Heart Charter and/or incorporating additional leave provisions into their policies.

Steve Davies also highlighted that the government had started a consultation for legislation for Neo-natal Leave and Pay. Proposal of which is for one week's leave and one week's pay. The consultation closed on 11 October 2019. Think that the Unions campaign has been very successful in flagging this up as an issue.

The Chair responded that the Unions welcome the progress but hope the list gets longer at the top than at the bottom.

12. Schedule of Outstanding Differences

It was noted that there were no outstanding appeals and differences.

13. Any Other Business

There was not further business.

14. Date of next meeting

The next meeting would be held on **Thursday 26 March 2020**

Group meetings will take place at 10am and the main meeting at 11.30am (or on the rising of the sides).

The meeting was concluded at 12.37pm

Report from the Grants Committee – 13 Item no: November 2019

Report by: Ana Gradiska **Job title:** Principal Governance and Projects Officer
Date: 11 February 2020
Contact Officer: Ana Gradiska
Telephone: 020 7934 9781 **Email:** Ana.gradiska@londoncouncils.gov.uk

Summary: Summary of the minutes of the London Councils' Grants Committee held on 13 November 2019.

Recommendations: For information.

In attendance: Cllr Saima Ashraf (LB Barking and Dagenham), Cllr John Hart (LB Barnet), Cllr David Leaf (LB Bexley), Dhruv Patel OBE (City of London), Cllr Hamida Ali (LB Croydon), Cllr Jasbir Anand (LB Ealing), Cllr Averil Lekau (Dep- LB Greenwich), Cllr Philip Glanville (Chair – LB Hackney), Cllr Welsey Harcourt (Dep – LB Hammersmith and Fulham), Cllr Mark Blake (LB Haringey), Cllr Sue Anderson (LB Harrow), Cllr Viddy Persaud (LB Havering), Cllr Katherine Dunne (LB Hounslow), Cllr Sam Foulder-Hughes (RB Kingston upon Thames), Cllr Donatus Anyanwu (LB Lambeth), Cllr Jonathan Slater (LB Lewisham), Cllr Edith Macauley MBE (LB Merton), Cllr Charlene McLean (LB Newham), Cllr Helen Coomb (LB Redbridge), Cllr Evelyn Akoto (LB Southwark), Cllr Marian James (LB Sutton), Cllr Candida Roland (LB Tower Hamlets), Cllr Paul Ellis (LB Wandsworth) and Cllr Iain Bott (LB Westminster).

For Presentations:

Item 5: Marie Vickers and Christopher Reid, Sign Health
Item 8: Saira Grant, Immigration Advice

London Councils officers were in attendance.

1. Apologies for Absence and Announcement of Deputies

Apologies were received from Cllr Jonathan Simpson (LB Camden), Cllr Miranda Williams (RB Greenwich), Cllr Una O'Halloran (LB Islington), Cllr Anne Cyron (RB Kensington and Chelsea), Cllr Adam Connell (LB Hammersmith and Fulham), Cllr Ahsan Khan (LB Waltham Forest) and Cllr Gareth Roberts (LB Richmond).

2. Declarations of Interest

2.1 Cllr Helen Coomb declared that her sister was a trustee of Redbridge CVS.

3. Minutes of the Grants Committee AGM held on 10 July 2019

3.1 The minutes of the Grants Committee AGM were agreed.

4. Minutes of the Grants Executive held on 12 September 2019 (for information)

4.1 The minutes of the Grants Executive meeting were noted.

5. Partner presentation: Signhealth – The Deafhope project (helping Deaf women and children who are suffering domestic violence)

5.1 Marie Vickers gave a presentation on the Deafhope project.

5.2 Members from LB Croydon, LB Ealing, LB Lewisham, LB Lambeth, LB Southwark, LB Bexley, LB Barking and Dagenham and LB Havering expressed interest in working with Signhealth. Marie Vickers said that Signhealth was already working with some organisations in those boroughs and would be happy to increase collaboration and deliver further workshops and awareness training. In addition, Signhealth would like to get involved with the recently launched Domestic Commission in LB Barking and Dagenham.

Actions:

- All boroughs interested in working with Signhealth should get in touch with Marie Vickers, the Service Manager or Christopher Reid, the Director of Operations
- LB Barking and Dagenham to contact Signhealth with regards to collaborating on the B&D Domestic Violence Commission.
- Signhealth to forward their presentation to Cllr Leaf at LB Bexley.

6. Performance of Grants Programme 2017-21

6.1 The Strategy Director said that Priorities One and Two were performing well in general. There was slight underperformance for some programmes, which is due to service delivery patterns e.g. one of the programmes works across academic years.

6.2 Signhealth had been rated Amber for the fourth quarter in succession. The organisation had experienced challenges with staff vacancies and accurate recording of outcomes for service users. However, there was now a full complement of staff in post, and staff had recently been retrained in the recording of outcomes. Other challenges included borough engagement, and certain outcomes were harder to achieve for deaf service users due to additional barriers. As described in the presentation, some of the challenges for Signhealth in meeting its Key Performance Indicators (KPIs) were that universal services are often not accessible to deaf users. The Grants team is planning to review some of the KPIs and will bring revised KPIs back to the Grants Committee for consideration.

6.3 London Councils and the London Housing Directors' Group had recently commissioned the London School of Economics and Political Science to conduct research on homelessness in London. The research report, "The Cost of Homelessness Services in London", found that boroughs were spending more than £200m on tackling homelessness from their general funds, and these costs were set to increase.

6.4 Four projects receiving Grants programme funding – the Ascent Project, the Ending Harmful Practices Partnership, the London Holistic Advocacy Wrap-around Service and the Pan-London Young Women and Girls Integrated Service - have been awarded funding from the Mayor's Office for Policing and Crime (MOPAC)'s Violence Against Women and Girls fund. The London Councils Grants team will work with the four partners to ensure that the delivery of services across the programmes is aligned, in order to avoid duplication and provide added value.

6.5 LB Hackney and LB Waltham Forest were leading the way in London with a new approach to working with families affected by domestic abuse using the Safe and Together model.

6.6 Many organisations have reported the impact of cuts in funding.

6.7 Solace has advised that some local authority services need a better understanding of the statutory requirements imposed through the Homelessness Reduction Act. Solace has offered to carry out workshops on the requirements of the Act in boroughs, as needed.

6.8 Priority Three completed delivery in June 2019. Under-delivery was significant for this priority as a whole, due to a number of issues, principally issues related to ESF funding, but also changes in the labour market since 2016, and an increase in boroughs delivering their own employment support programmes. The delivery partners had worked hard to support people furthest from the job market; customer satisfaction surveys showed high levels of satisfaction

with the services provided. The partners had submitted evaluation reports which are now published on the London Councils website. The evaluations highlighted difficulties with the London Councils' database, and some partners felt that changes to compliance requirements was a significant barrier to successful outcomes.

6.9 There was emerging work being carried out with perpetrators of crime, for example MOPAC's Drive in Croydon initiative. This work was proving successful.

6.10 Members of the Grants Committee noted the report.

7. Month 6 Revenue Forecast 2019/20

7.1 The Director of Resources introduced the report and said that:

- The projected underspend was estimated to be £40,000.
- Since September 2019, the 2018-19 accounts have been signed off by auditors.
- Residual ESF reserves of £1.019 million were forecast after covering the final ESF expenditure in the current year. These reserves were expected to be spent on emerging priorities related to No Recourse to Public Funds, subject to member agreement to a separate report on this agenda.
- In addition, there was a projected residual sum of £761,000 held in reserves relating to the S.48 borough funded commissions (priorities One and Two). Members would be asked to decide on how these reserves would be spent, and this would include the option of carrying forward some of the reserves to the planned new Grants Programme 2021-2025.

7.2 Members noted the report.

8. Addressing issues related to No Recourse to Public Funds to support work to combat homelessness and tackle domestic violence. Research presentation: Saira Grant – Immigration advice

8.1 Saira Grant, who had undertaken research for the Paul Hamlyn Foundation on the issue of No recourse for Public Funds, gave a summary of her report.

8.2 The Grants Committee agreed that:

- The £1.019 million Priority 3 underspend be used to increase Priority One and Two grants for the sole purpose of increasing immigration advice for service users with No Recourse to Public Funds.
- The terms of the funding agreements with current Priority One and Priority Two partners should be re-negotiated to include the provision of immigration advice services, through appropriately qualified organisations, for users with No Recourse to Public Funds. These terms to be negotiated and agreed with the Director responsible for the Grants Programme
- The grant values agreed with current Priority One and Priority Two partners should be increased, where appropriate, and in line with renegotiated terms to enable the provision of immigration advice services to users with No Recourse to Public Funds. These grant values to be negotiated and agreed with the Director responsible for the Grants Programme.
- The negotiated terms would be discussed at the next Grants Executive, which would also agree the KPIs for the immigration advice provided by these programmes.

Action: Strategy Director to speak to the Paul Hamlyn Foundation to ask for the draft report, due to be published in January 2020, to be released early to Grants members.

9. Grants Programme 2021-25

9.1 The Strategy Director said that there was general support from members for continued priorities One and Two. The Grants team were working with borough offices and other relevant stakeholders to ensure that the needs being addressed were still the right ones.

9.2 Youth poverty and crime was an emerging issue in all boroughs.

9.3 It was agreed that the Strategy Director would write to all Grants Committee members to ask them to contribute to the consultation questions in Annex 2, which would be used to inform the 2021-2025 Grants programme and the Equalities Impact Assessment.

10. Grants Budget 2020-21

10.1 The Director of Resources said that at £6.6m, this was the lowest Grants budget ever recommended to members for approval; the comparable budget for 2010/11, just 10 years ago, was £30.1 million. The budget proposals indicated that there will be projected uncommitted reserves of £761,000, which could be carried forward into 2020/21 and beyond. He added that currently, there were no firm proposals from the government as to any arrangements to replace the expiring ESF programme.

10.2 Members agreed, subject to the agreement of London Councils Leaders' Committee on 3 December 2019:

- an overall level of expenditure of £6.668 million for the Grants Scheme in 2020/21;
- borough contributions for 2020/21 should be £6.668 million to fully cover the cost of the scheme;
- that further to the recommendations above, constituent councils be informed of the Committee's recommendation and be reminded that further to the Order issued by the Secretary of State for the Environment under Section 48 (4A) of the Local Government Act 1985, if the constituent councils had not reached agreement by the two-thirds majority specified, before 1 February 2020, they should be deemed to have approved expenditure of an amount equal to the amount approved for the preceding financial year (i.e. £6.909 million);
- that constituent councils be advised that the apportionment of contributions for 2020/21 will be based on the ONS mid-year population estimates for June 2018;
- that subject to the approval of an overall level of expenditure, the Committee agrees to set aside a provision of £435,000 for costs incurred by London Councils in providing staff and other support services to ensure delivery of the Committee's "making of grants" responsibilities; and
- that a decision on options over the level of reserves going forward should be deferred until the meeting of the Executive Committee in February 2020, with proposals being brought back to a later meeting of this Committee for approval (subject to a member decision on the S.48 ESF programme underspend).

The meeting finished at 13.15

Leaders' Committee

Report from the TEC Executive Sub Committee – 14 November 2019

Item no:

Report by: Alan Edwards **Job title:** Governance Manager
Date: 11 February 2020
Contact Officer: Alan Edwards
Telephone: 020 7934 9911 **Email:** Alan.e@londoncouncils.gov.uk

Summary: Summary of the minutes of the London Councils' TEC Executive Sub Committee held on 14 November 2019.

Recommendations: For information.

1. Attendance: Cllr Julian Bell (LB Ealing – Chair), Cllr William Huntington-Thresher (LB Bromley), Cllr Stuart King (LB Croydon), Cllr Denise Scott-McDonald (RB Greenwich), Cllr Wesley Harcourt (LB Hammersmith & Fulham), Cllr Claire Holland (LB Lambeth), Cllr Richard Livingstone (LB Southwark), Cllr Richard Field (LB Wandsworth) and Cllr Tim Mitchell (City of Westminster).

2. Apologies for Absence

Apologies for absence had been received from Cllr Claudia Webbe (LB Islington), Cllr Manuel Abellan (LB Sutton), and Alastair Moss (City of London).

3. Funding of the EV and Car Club Coordination Function and Climate Change Policy and Coordination Function

The TEC Executive Sub Committee received a report that requested Committee approval to allocate funds from the TEC Special Projects specific reserve for the provision of an electric vehicle (EV) and car club policy coordination function and climate change policy coordination and research function, for a fixed period of two years.

Katharina Winbeck, Strategic Lead, Transport and Environment, London Councils, introduced the report. She informed members that the electric vehicle (EV) infrastructure coordination role would enable the continuation and expansion of the Go Ultra Low City Scheme (GULCS) programme in coordinating and supporting EV infrastructure in London and would comprise of 1.5 full time equivalent (FTE) members of staff (GULCS funding would be ending in March 2020). Katharina Winbeck informed members that funding for the full-time role for climate change and policy coordination amounted to a maximum cost of £289,369, and no contributions for this work from any other parties would be made available.

The TEC Executive Sub Committee: **(i)** approved the request to allocate a maximum sum of £217,923 from the TEC Special Projects specific reserve for the delivery of the proposed EV and car club coordination policy function in London Councils from April 2020, for a period of two years, **(ii)** approved the request to allocate a maximum sum of £289,369 from the TEC Special Projects specific reserve for the delivery of climate change policy coordination and research function for a period of two years. This would need to be approved at Leaders' Committee on 3 December 2019 and then by TEC on 5 December 2019, and **(iii)** was asked to progress sign-off for delegated authority in the 12 outstanding boroughs by the end of 2019. Without all 33 borough signatures agreeing to the proposed variation, the EV coordination function would not be able to be undertaken.

4. Future Mobility Agenda: Task and Finish Group on Smart Mobility and Mobility as a Service (MaaS) Update

The TEC Executive Sub Committee received a report that provided members with an update on the work of the Task and Finish Group on Smart Mobility and Mobility as a Service (MaaS). This report provided an update on the first two meetings of the Group and outlined the next steps.

Paulius Mackela, Principal Policy and Project Officer, London Councils, introduced the report. He informed members that seven inner and outer London boroughs had been chosen to join the Group. Two meetings of the Group had taken place so far. Paulius Mackela said that guest members invited to attend these meetings included the Department for Transport, universities and relevant private companies.

Paulius Mackela said that the last meeting would take place on 9 January 2020, along with a final report going to the TEC Executive Sub Committee in February 2020, for comments and approval. Paulius Mackela said that the Group could be re-established for another couple of meetings, if members were not in a position to approve the recommendations at that time.

The TEC Executive Sub Committee noted the report.

5. 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 2 in 2019/20.

Spencer Palmer introduced the report and gave explanations for some of the "amber" and "red" ratings for the Transport and Mobility Services performance below:

- The three "red" ratings allocated to the Freedom Pass related to the call centre and the number of calls answered/abandoned. Matters had now been escalated and the contractor had now been issued with a formal improvement notice. It was noted that the targets had been hit a week after the performance notice had been issued.
- There were two "red" ratings given to the Taxicard service, which related to the number of vehicles arriving within 15 or 30 minutes (advance and on demand bookings). Performance had been improving on the whole. A booking app was being issued to all drivers on 15 November 2019 and performance was expected to improve considerably as a result of this.
- The "red" rating for the London Lorry Control Scheme (LLCS), relating to the target for the percentage of appeals allowed, was a result of the relatively low number appeals received, which meant that performance against this objective could fluctuate greatly.
- The target for the "amber" rating for the Road User Charging Adjudicators (RUCA) "hearing dates to be issued to appellants within 5 working days of receipt" had only narrowly been missed, and any outstanding issues had now been addressed.

The TEC Executive Sub Committee noted the report and the explanations given for the "red" and "amber" ratings for the performance information in Quarter 2.

6. Freedom Pass Eligibility Documentation and Processes

The TEC Executive Sub Committee received a report that informed members of several changes designed to improve London Councils assessment of Freedom Pass applicants' eligibility for the Scheme. The report also considered measures that could be taken to improve the prevention and detection of fraud.

Stephen Boon, Chief Contracts Officer, London Councils, introduced the report. He said that there were three recommendations in the report that were looking at ways to improve the assessment of eligibility to the Freedom Pass Scheme. Stephen Boon said that recommendation "c" in the report was looking to use the same criteria for photographic identification as used by the passport service (ie having a countersigned photograph for applications not supported by photographic evidence of identity and age).

The TEC Executive Sub Committee: (i) approved the new list of proofs of identity and age, and residency listed in the table at paragraph 8, (ii) provided a steer for officers to explore the additional costs of increased document retention for the purpose of retaining evidence to be used to prosecute fraud, and

(iii) approved that for Freedom Pass applications not supported by photographic evidence of identity and age, the same criteria for photographic identification as used by the passport service was adopted.

7. HGV Safety Permit Scheme Update

The TEC Executive Sub Committee considered a report that provided members with an update on the London HGV Safety Permit Scheme and sought the Committee's approval of the Policy Statement on the issuing of HGV Safety Permits (combined with permits to drive off the Excluded Route Network under the London Lorry Control Scheme) and the HGV Safety Permit and conditions under the Committee's traffic regulation order powers.

The TEC Executive Sub Committee: (i) noted the changes to the 1985 Order came into force on 24 August 2019 so that it now covered the London Lorry Control Scheme and London HGV Safety Permit Scheme, (ii) noted that the legal challenge period to the making of the Amendment Order had expired without challenge, and (iii) approved the following:

- The Combined LLCS and HGV Safety Permit Scheme Policy Statement at Appendix A;
- HGV Safety Permit and Conditions at Appendix B; and
- Noted the position regarding the London Borough of Barnet participating in the HGV Safety Permit Scheme and the LLCS.

8. TEC Month 6 Revenue Forecast 2019/20

The TEC Executive Sub Committee received a report that outlined actual income and expenditure against the approved budget to the end of September 2019 for TEC and provided a forecast of the outturn position for 2019/20.

The TEC Executive Sub Committee: (i) noted the projected surplus of £595,000 for the year, plus the forecast net underspend of £2.935 million for overall Taxicard trips, as detailed in this report, and (ii) noted 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.

9. Draft Revenue Budget and Borough Charges

The TEC Executive Sub Committee considered a report that detailed the outline revenue budget proposals and the proposed indicative borough subscription and charges for 2020/2021.

Frank Smith introduced the report, which had also been presented to London Councils' Executive Committee the previous Tuesday and no issues had arisen. He informed members that an additional TEC budgetary pressure was the indicative increase of £100,000 in rent for the London Tribunals Hearing Centre that was effective from March 2020. He confirmed that any changes to the concessionary fares negotiations would be included in the final report going to the full TEC meeting on 5 December 2019. Frank Smith confirmed that uncommitted reserves were currently running at 22.7 percent, which was 7.7 percent above the 15 percent agreed upper benchmark. He asked whether members wanted to consider the option to replenish the TEC Special Projects specific reserve back to £750,000, should the proposals to fund climate change and EV policy work be agreed.

The Executive-Sub Committee recommended that the main Committee approved at their meeting on 5 December 2019:

The proposed individual levies and charges for 2020/21 as follows: (i) the Parking Core Administration Charge of £1,500 per borough and for TfL (2019/20 - £1,500; paragraph 38), (ii) the Parking Enforcement Service Charge of £0.3708 per PCN which would be distributed to boroughs and TfL in accordance with PCNs issued in 2018/19 (2019/20 - £0.3760 per PCN; paragraphs 36-37), (iii) no charge to boroughs in respect of the Freedom Pass Administration Charge, which was covered by replacement Freedom Pass income (2019/20 – nil charge; paragraph 15), (iv) The Taxicard Administration Charge to boroughs of £338,182 in total (2019/20 - £338,182; paragraphs 17-18), (v) No charge to boroughs in respect of the Lorry Control Administration Charge, which is fully covered by estimated PCN income (2020/21 – nil charge; paragraphs 19-20), (vi) Environment and Traffic Adjudicators (ETA) - charge of £27.35 per appeal or £23.63 per appeal where electronic evidence is provided by the enforcing authority (2019/20 - £28.75/£25.08 per appeal). For hearing Statutory Declarations, a charge of £21.78 for hard copy submissions and £21.04 for electronic submissions (2019/20 - £23.23/£22.50 per SD) (paragraphs 26-27), (vii) Road User Charging Adjudicators (RUCA) – to be recovered on a full cost recovery basis under

the contract arrangements with the GLA (paragraph 28), **(viii)** a unit charge of £12 for the replacement of a lost or damaged Freedom Pass (2019/20 - £12; paragraph 10), **(ix)** The TRACE (Electronic) Charge of £7.53 per transaction (2019/20 - £7.53; paragraphs 29-35), **(x)** The TRACE (Fax/Email) Charge of £7.70 per transaction, which is levied in addition to the electronic charge of £7.53 per transaction, making a total of £15.23 (2019/20 - £15.23; paragraphs 29-35), **(xi)** the TEC Charge of £0.175 per transaction (2019/20 - £0.175; paragraphs 29-35), **(xii)** the provisional gross revenue expenditure of £367.434 million for 2020/21, as detailed in Appendix A, **(xiii)** On the basis of the agreement of all the above proposed charges as outlined in this report, the provisional gross revenue income budget of £366.855 million for 2020/21, with a recommended transfer of £579,000 from uncommitted Committee reserves to produce a balanced budget, as shown in Appendix B, and **(xiv)** To consider the current position on reserves, as set out in paragraphs 52-56 and Table 8 of this report.

- The Executive-Sub Committee was also asked to note the indicative total charges to individual boroughs for 2020/21, dependent upon volumes generated through the various parking systems, as set out in Appendix C.1.
- It was noted that the issue of replenishing the TEC Special Projects specific reserve back to £750,000, should the funding for the climate change, electric vehicle and car club policy work be approved, would be left up to members to decide at the full TEC meeting on 5 December 2019.

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

The minutes of the TEC Main meeting held on 10 October 2019 were noted.

11. Minutes of the TEC Executive Sub Committee held on 12 September 2019 (for agreeing)

The minutes of the TEC Executive Sub Committee held on 12 September 2019 were agreed as an accurate record.

The meeting finished at 10:50am

Leaders' Committee

Report from the Transport & Environment Committee – 5 December 2019

Item no:

Report by: Alan Edwards **Job title:** Governance Manager
Date: 11 February 2020
Contact Officer: Alan Edwards
Telephone: 020 7934 9911 **Email:** Alan.e@londoncouncils.gov.uk

Summary: Summary of the minutes of the London Councils' Transport & Environment Committee held on 5 December 2019.

Recommendations: For information.

1. Attendance: Cllr Syed Ghani (LB Barking & Dagenham), Cllr Dean Cohen (LB Barnet), Cllr Peter Craske (LB Bexley), Cllr Krupa Sheth (LB Brent), Cllr William Huntington-Thresher (LB Bromley), Cllr Stuart King (LB Croydon), Cllr Julian Bell (LB Ealing, Chair), Cllr Denise Scott-McDonald (LB Greenwich), Cllr Wesley Harcourt (LB Hammersmith & Fulham), Cllr Kirsten Hearn (LB Haringey), Cllr Jerry Miles (LB Harrow, Deputy), Cllr Phil Graham (LB Islington, Deputy), Cllr Jackie Meldrum (LB Lambeth, Deputy), Cllr Nick Draper (LB Merton, Deputy), Cllr James Asser (LB Newham), Cllr Julia Neden-Watts (LB Richmond-upon-Thames, Deputy), Cllr Richard Livingstone (LB Southwark), Cllr Manuel Abellan (LB Sutton), Cllr David Edgar (LB Tower Hamlets), Cllr Richard Field (LB Wandsworth), Cllr Tim Mitchell (City of Westminster), and Alex Williams (Transport for London).

2. Apologies for Absence: Cllr Jon Burke (LB Hackney), Cllr Varsha Parmar (LB Harrow), Cllr Hanif Khan (LB Hounslow), Cllr Claudia Webbe (LB Islington), Cllr Johnny Thalassites (RB Kensington & Chelsea), Cllr Hilary Gander (RB Kingston), Cllr Claire Holland (LB Lambeth), Cllr Martin Whelton (LB Merton), Cllr John Howard (LB Redbridge), Cllr Alex Ehmann (LB Richmond), Cllr Clyde Loakes (LB Waltham Forest), and Alastair Moss (City of London).

3. Re-appointment of Environment & Traffic Adjudicators

The Committee received a report that informed members of the proposed re-appointment of six environment and traffic adjudicators under the terms of the Traffic Management Act 2004. The report also extended the thanks to the Committee from adjudicator Ms. Jennifer Shepherd, who was not seeking a renewal of her appointment.

The Committee: **(i)** agreed that the following adjudicators were re-appointed for a period of five years from 10 December 2019: Sean Stanton-Dunne and Paul Wright, **(ii)** agreed that adjudicator Michael Greenslade was re-appointed until 25 September 2023, **(iii)** agreed that adjudicator Edward Houghton was re-appointed until 17 April 2021, **(iv)** agreed that adjudicator Caroline Sheppard was re-appointed to 14 August 2021, **(v)** agreed that adjudicator Gerald Styles was re-appointed until 7 May 2022, and **(vi)** noted adjudicator Ms. Jennifer Shepherd's thanks and long-term commitment to the tribunal.

4. Discussion on ULEZ/ULEX, Climate Change and Waste Policy Update – by Shirley Rodrigues, Deputy Mayor for Environment & Energy, GLA

Shirley Rodrigues made some of the following comments:

- Two thirds of London boroughs had now declared a climate change emergency. The Mayor of London had also declared a climate and ecological emergency, and the GLA was looking at ways of how to deal with the impact of this.
- A report by the Conference of the Parties (COP) said that temperatures were rising and unpredictable weather events, like flash flooding, were becoming more common.
- The key message was that action now needed to be taken at an accelerated rate.
- Climate change had now risen-up the agenda. At the GLA, policies had been put in place to take action to focus on this through the London Environment Strategy. This linked in with the London Plan.
- The target was to reduce emissions by 60% in 2030 and 80% by 2040. The cost of this action was around £300 billion in London alone. The cost of not taking any action on climate change would be far greater.

A Q and A session took place.

The Committee: **(i)** noted that Shirley Rodrigues would attend the TEC Executive Sub Committee on 6 February 2020 to discuss the expansion of ULEZ, and **(ii)** noted that modelling information would be released to borough officers in January 2020.

It was agreed to take item 7 “TEC/LEDNet: Outcomes from the Joint Meeting” next on the agenda

7. TEC/LEDNet: Outcomes from the Joint Meeting

The Committee considered a report that outlined the outcomes of the latest joint meeting between the Transport and Environment Committee and the London Environment Directors’ Network held on 13 November 2019, on the topic of climate change. It sought agreement from the Committee to the Joint Statement.

Katharina Winbeck, Strategic Lead, Environment, Transport and Infrastructure, London Councils, introduced the report. She said that six key programmes had been outlined and could be found on pages 2 and 3 of the report.

The Committee agreed the Joint TEC/LEDNet Statement as found in Appendix 3 of the report

5. The State of the City 2019

The London Technical Advisers Group (LoTAG) together with London Councils launched its third annual State of the City report highlighting the deteriorating state of London’s highway assets due to the reduction of funding available for this area of spend. This TEC report and presentation showcased the key findings from the latest annual State of the City report and outlined the plans for the upcoming 2020 report.

Garry Sterritt, from TfL, Co-Chair of LoTAG, introduced the report and made some of the following comments:

- London’s State of our Highways, commissioned by LoTAG, started six-years ago.
- A report was released that would compare on an annual basis, the state of our roads and footways etc.
- There were three key headlines, namely: (i) declining asset condition, (ii) growing maintenance, and (iii) backlog was now £100 million below what the spend should be (£450 million).
- The conclusion was that conditions would only get worse, and the backlog would continue to get worse.

The Committee noted that it would be beneficial if future reports could highlight the extent of borough backlogs with regards to highway maintenance, and what types of roads were most affected.

6. Chair's Report

The Committee received a report that updated members on transport and environment policy since the last TEC meeting on 10 October 2019 and provided a forward look until the next TEC meeting on 19 March 2020.

The Chair introduced the report. He informed members that lobbying had been successful and TEC would now have a borough representative on the TfL Board. Internal discussions were now taking place regarding who would be the representative on the Board.

The Committee: **(i)** noted that the protocols regarding the newly agreed TEC appointment to the TfL Board were currently under discussion. The TfL Board did not appoint any deputies, **(ii)** agreed to invite TfL and the Police to the next Main TEC Meeting on 19 March 2020 to discuss the enforcement of speed limits on borough roads, and **(iii)** noted that all boroughs had confirmed that they were happy for the draft dockless bikes byelaw to be shared with dockless bike operators.

8. Concessionary Fares Settlement & Apportionment

The Committee received a report that informed members of the outcome of negotiations with transport operators (Transport for London, the Rail Delivery Group and independent bus operators), regarding compensation for carrying concessionary passengers in 2020/21. It also sought member approval to the proposed settlement and apportionment.

Stephen Boon, Chief Contracts Officer, London Councils, introduced the report and asked members to note that the overall settlement figure was 0.8% up on the previous year and that the distribution of this increase was not evenly spread among boroughs. The Chair said that it would be useful if members could be sent a borough apportionment comparison from the previous year's concessionary fares settlement.

The Committee: **(i)** agreed the TfL settlement of £318.763 million for 2020/21, **(ii)** agreed to the RDG settlement of £21.883 million for 2020/21, **(iii)** agreed a budget for non-TfL bus services of £1.3 million, **(iv)** agreed the reissue budget for 2020/21 of £1.518 million, **(v)** agreed the borough payments for 2020/21 of £343.467 million, **(vi)** agreed the payment profile and dates on which boroughs' contributions were paid as 4 June 2020, 3 September 2020, 3 December 2020 and 4 March 2021 and, **(vii)** agreed the 2020/2021 London Service Permit (LSP) bus operators (non-TfL buses) Concessionary Scheme.

9. Funding of the Electric Vehicle & Car Club Coordination Function & Climate Change Policy Coordination & Research Function

The Committee considered a report that requested TEC approval to allocate funds from the TEC Special Projects specific reserve for the provision of an electric vehicle (EV) and car club policy coordination function and climate change policy coordination and research function, for a fixed term of two years.

Katharina Winbeck introduced the report, which was asking TEC for funding from the TEC Special Projects specific reserve for the EV and car club coordination function, and the climate change policy coordination and research function positions. She said that the boroughs that had still not yet signed the TEC delegated authority letters needed to do so.

The Committee: **(i)** approved the request to allocate a maximum sum of £217,923 from the TEC Special Projects specific reserve for the delivery of the proposed EV and car club coordination policy function in London Councils from April 2020 for a period of two years, **(ii)** approved the request to allocate a maximum sum of £289,369 from the TEC Special Projects specific reserve for the delivery of climate change policy coordination and research function for a period of two years, and **(iii)** agreed that a letter would be sent to the boroughs, in the new year, that had still not signed the London Councils' TEC delegated authority letters for the funding of the EV coordination policy function.

10. Proposed TEC Revenue Budget & Charges 2020/21

The Committee received a report that detailed the outline revenue budget proposals and the proposed indicative borough subscription and charges for 2020/21. These proposals were considered by the Executive Sub-Committee at its meeting on 14 November 2019. The Executive Sub-Committee agreed to recommend that the Main TEC Committee approved these proposals.

Frank Smith, Director of Corporate Resources, London Councils, introduced the report, which had also been to the London Councils' Executive November meeting and Leaders' Committee on 3 December 2019. He said that the budget proposals were now being presented to this meeting for final approval. Frank Smith said that there were no increases to any of the charges to boroughs. He said that he was pleased to inform members that there were decreases in the unit cost charges to boroughs for Environmental and Traffic appeals.

The Committee was asked to approve the proposed individual levies and charges for 2020/21 as follows: **(i)** the Parking Core Administration Charge of £1,500 per borough and for TfL (2019/20 - £1,500; paragraph 38), **(ii)** the Parking Enforcement Service Charge of £0.3708 per PCN which will be distributed to boroughs and TfL in accordance with PCNs issued in 2018/19 (2019/20 - £0.3760 per PCN; paragraphs 36-37), **(iii)** no charge to boroughs in respect of the Freedom Pass Administration Charge, which is covered by replacement Freedom Pass income (2019/20 – nil charge; paragraph 15), **(iv)** the Taxicard Administration Charge to boroughs of £338,182 in total (2019/20 - £338,182; paragraphs 17-18), **(v)** no charge to boroughs in respect of the Lorry Control Administration Charge, which is fully covered by estimated PCN income (2020/21 – nil charge; paragraphs 19-20), **(vi)** Environment and Traffic Adjudicators (ETA) - charge of £27.35 per appeal or £23.63 per appeal where electronic evidence is provided by the enforcing authority (2019/20 - £28.75/£25.08 per appeal). For hearing Statutory Declarations, a charge of £21.78 for hard copy submissions and £21.04 for electronic submissions (2019/20 - £23.23/£22.50 per SD) (paragraphs 26-27), **(vii)** Road User Charging Adjudicators (RUCA) – to be recovered on a full cost recovery basis under the contract arrangements with the GLA (paragraph 28), **(viii)** a unit charge of £12 for the replacement of a lost or damaged Freedom Pass (2019/20 - £12; paragraph 10), **(ix)** the TRACE (Electronic) Charge of £7.53 per transaction (2019/20 - £7.53; paragraphs 29-35), **(x)** the TRACE (Fax/Email) Charge of £7.70 per transaction, which is levied in addition to the electronic charge of £7.53 per transaction, making a total of £15.23 (2019/20 - £15.23; paragraphs 29-35), **(xi)** the TEC Charge of £0.175 per transaction (2019/20 - £0.175; paragraphs 29-35), **(xii)** the provisional gross revenue expenditure of £367.433 million for 2020/21, as detailed in Appendix A, **(xiii)** on the basis of the agreement of all the above proposed charges as outlined in this report, the provisional gross revenue income budget of £366.854 million for 2020/21, with a recommended transfer of £579,000 from uncommitted Committee reserves to produce a balanced budget, as shown in Appendix B, **(xiv)** endorsed the current position on reserves, as set out in paragraphs 52-56 and Table 8 of this report and agreed the steer that no action was recommended pending clarification of the issues outlined in paragraph 56, and **(xv)** agreed that a transfer of £507,000 from TEC uncommitted general reserves should be made to bring the TEC specific project reserve back to £750,000 (the £507,000 figure being the estimated cost to fund the climate change, EV and car club posts as agreed in item 9).

The Committee was also asked to note the indicative total charges to individual boroughs for 2020/21, dependent upon volumes generated through the various parking systems, as set out in Appendix C.1.

11. Health Emergency Badge Scheme Review

The Committee received a report that updated members on the Health Emergency Badge review and made recommendations to progress changes to provide a more efficient and effective service for London Councils, boroughs and health professionals.

Spencer Palmer, Director of Transport and Mobility, London Councils, introduced the report. He said that an extensive review of the Health Emergency Badge (HEB) scheme had been completed and the report set out the findings and recommendations. Spencer Palmer said that most of the recommendations needed costings before going back to TEC. Paragraph 31 gave a summary of the HEB recommendations to be progressed.

The Committee: **(i)** agreed to progress the recommendations put forward in this report, **(ii)** noted that Blue Badge technology was being looked at to improve the security features of Health Emergency Badge Scheme; and **(iii)** noted that a further report outlining costings of the HEB would be presented to a future TEC meeting (the HEB Scheme was currently self-funded).

12. Additional Parking Charges for Royal Borough of Greenwich

The Committee considered a report that detailed the proposal by the Royal Borough of Greenwich (RB Greenwich) to amend the penalty charge banding from Band B to Band A across the borough.

The Committee: **(i)** approved the proposal to change the penalty banding in the RB Greenwich, and **(ii)** noted the proposed implementation date for the change of 1 April 2020.

13. Taxicard Update

The Committee received a report that provided members with a progress update on the implementation of the new Taxicard contract. It highlighted the savings made to date, some issues with performance and analysed the reasons, setting out the mitigating steps that were being taken to improve the situation.

The Committee noted the Taxicard Update report.

14. Flooding Partnership Update

As part of the TEC and Thames Regional Flood and Coastal Committee (Thames RFCC) Joint Working Arrangements, TEC received an annual update on the work of the seven London sub-regional flood partnerships, the Thames RFCC and the Environment Agency.

The Committee: **(i)** noted that future Flood Partnership reports that went to TEC should include an update on any feedback from Thames Water, and **(ii)** noted that the issue of flooding at Petts Wood (Kyd Brook) in the borough of Bromley would be looked into.

14. Minutes of the TEC Executive Sub Committee held on 14 November 2019 (for noting)

The minutes of the TEC Executive Sub Committee meeting held on 14 November 2019 were noted.

16. Minutes of the TEC Main Meeting held on 10 October 2019 (for agreeing)

The minutes of the TEC Main meeting held on 10 October 2019 were agreed as an accurate record.

The meeting finished at 16:53pm

Minutes of the Meeting of the Executive
Tuesday 21st January 2020 09:30 am

Cllr Peter John OBE was in the chair

Present

Member	Position
Cllr Peter John OBE	Chair
Cllr Julian Bell	
Cllr Darren Rodwell	
Cllr Georgia Gould	
Cllr Ray Puddifoot MBE	
Cllr Muhammed Butt	
Cllr Ruth Dombey	
Cllr Ravi Govindia CBE	Substitute

London Councils officers were in attendance.

1. Apologies for absence and announcement of deputies

Apologies were received from Cllr Clare Coghill, Cllr Teresa O'Neill OBE (with Cllr Govindia substituting) and Catherine McGuinness.

In addition, the Chief Executive informed the Executive that Cllr Nickie Aiken had now resigned from the Executive. Consequent changes to the Executive would be put to the next meeting of the Leaders' Committee.

2. Declaration of interest

There were no declarations of interest.

3. Minutes of the Executive Meeting held on 12th November 2019

The minutes of the Executive meeting held on 12th November 2019 were agreed as an accurate record of the meeting

4. Chief Executive Update

The Chief Executive introduced the report, informing members that the paper updated the Executive on a range of developments since their last meeting:

- Group Leaders had written to the Secretary of State for Housing, Communities and Local Government and the Minister for London following the outcome of the general election, seeking meetings with both, and there had been a meeting with the Minister for Local Government regarding the Local Government Finance Settlement

- The work of the nine Regional lead chief executives in relation to Brexit had shifted focus to concentrate on the more medium-term issues flowing from the forthcoming withdrawal from the European Union
- The Chair had written to Executive members in December regarding the themes and agreed outcomes from the Awayday, following on from the General Election.

The Chair asked for feedback on the report, and also for members to consider the lobbying issues related to national and London priorities, following the December election. Members made the following comments:

- In terms of lobbying, there was a need to achieve balance between the requirements of London and national priorities
- in lobbying government, previous statements made by the previous Mayor of London, regarding the importance of investment in London, should be reiterated, and that the National Infrastructure Strategy was also supportive of London as an investment focus
- there would be some value in better understanding the stated priorities and specific progress being advanced for consideration by other regional groupings

The Corporate Director of Policy and Public Affairs was happy to provide a summary of such projects, but felt that an understanding of the timing of those projects as well as their funding methods was important, to enable members to compare national priorities with those in London.

The Chair summarised the discussion, recognising the importance when lobbying government to have full knowledge of London's requirements, whether projects were looking for financial guarantees or direct funding, how London's requirements integrated with national priorities, and to achieve the right level of engagement within government departments. Officers would provide a short summary of key London Local Government Budget 2020 costs to use by Executive members. This would reflect the written submission London Councils would make ahead of the 11th March Budget.

In addition, the Chief Executive confirmed that conversations were taking place with ministers arising from sending the Ministerial letters following the election.

Members noted the report.

5. Business Planning 2020/21

The Chief Executive introduced the paper, mentioning that the report sought agreement for the business planning process initially set out in the Chair's letter sent to Executive members in December 2019.

Cllr Bell mentioned that climate emergency was not specifically included in the Pledges and noted that boroughs had already made decisions regarding the allocation of relevant funds, most boroughs having now declared climate emergencies.

Cllr Govindia felt that climate change work should inform all the outcomes of the Pledges rather than being seen as stand-alone.

Members recognised the importance of jointly driving the climate change agenda by both the Mayor and boroughs, particularly in view of the present Mayor's pledge to make London carbon neutral by 2030. They also recognised that the challenge presented the opportunity for innovative policy making which linked in the affordability and environmental aspirations of London's communities.

Members agreed the approach to business planning, and that officers would now work with portfolio holders and shadow members over the next few weeks, leading to an extensive collective discussion on relative priorities at the March 2020 Executive. The Chief Executive confirmed that the planning process would take account of the points raised in both this and the previous item and would also have regard to the outcomes of the election.

Cllr Govindia mentioned the present gap in the permanent appointment to the position of Deputy Mayor for Housing and felt that this should be raised as an issue. Cllr Rodwell confirmed that Jules Pipe was undertaking the role on a temporary basis and that he would communicate members' concerns to City Hall about the importance of filling this vacancy on a permanent basis.

6. Review of Scale of Election Fees 2020/21

The Chief Executive reported that this report was submitted annually and contained recommendations of the London Elections Management Board, informed by the London branch of the Electoral Administrators, proposing an increase in election fees and expenses for 2020/21 in line with recent pay awards.

Members were invited to commend the report to boroughs.

Executive noted the report and commended it to boroughs.

The meeting closed at 10.15.

Action points			
	Item	Action by	Progress
4.	Chief Executive Update		
	<ul style="list-style-type: none"> Summary to be compiled of funding priorities advanced by other regional groupings 	Corporate Director of Policy and Public Affairs	Ongoing
	<ul style="list-style-type: none"> Short summary of key London local government Budget 2020 asks to be circulated for use by executive members 	Director of Policy and Public Affairs	Ongoing