

London Councils' TEC Executive Sub Committee

Thursday 10 February 2022

10:00am – Virtual Informal Meeting

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Part One: Agenda item	Pages
Discussion with Seb Dance, Deputy Mayor for Transport, GLA (All TEC Members invited to attend)	-
Part Two: Agenda Item	
1 Apologies for Absence & Announcement of Deputies	-
2 Declarations of Interests*	
3 TfL Board Update (Update by Councillor Julian Bell)	
4 Surface Water Flooding Task & Finish Group Report	
5 Transport Funding Sub Group Update	
6 Emissions Accounting Working Group Progress Report	
7 Transport & Mobility Performance Information	
8 TEC Month 9 Revenue Forecast Report 2021/22	
9 Minutes of the TEC Main Meeting held on 9 December 2021 (for noting)	
10 Minutes of the TEC Executive Sub Committee Meeting held on 17 November 2021	

Declarations of Interests

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

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

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

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

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

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

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Declarations of Interest – TEC Executive Sub Committee
10 February 2022

Freedom Pass & 60+ Oyster Card

Cllr Peter Zinkin (LB Barnet)

North London Waste Authority

Cllr Peter Zinkin (LB Barnet)

West London Waste Authority

Cllr Krupa Sheth (LB Brent)

Western Riverside Waste Authority

Cllr Claire Holland (LB Lambeth)

ReLondon (previously the London Waste & Recycling Board - LWARB)

Cllr Krupa Sheth (LB Brent) & Cllr Claire Holland (LB Lambeth)

Directors of London Energy Ltd

Cllr Peter Zinkin (LB Barnet)

Thames Regional Flood & Coastal Committee

Cllr Peter Zinkin (LB Barnet) and Cllr Johnny Thalassites (RB Kensington & Chelsea)

London Road Safety Council (LRSC)

Cllr Krupa Sheth (LB Brent)

LGA Board Member of Environment, Economy, Housing and Transport Board

Mayor Phil Glanville (LB Hackney) and Cllr Claire Holland (LB Lambeth)

British Cycling

Mayor Phil Glanville (LB Hackney)

Member of SERA

Mayor Phil Glanville (LB Hackney)

Labour Cycles & UK Cities Climate & Investment Commission (CCIC) Advisory Board

Mayor Phil Glanville (LB Hackney)

- Note that a funding request is not being made at the moment but is likely at a later date once there is a clearer understanding of costs

Background

1. Surface water flooding is the most challenging flood risk to manage in London. It occurs when the drainage system is overwhelmed, and rain cannot get into local drains, sewers, or watercourses. It can be caused by intense rainfall and/or blockages within the system. It is difficult to predict due to uncertainties in timing, location (topography of the surface, the permeability of the surface and soils, the capacity of the drainage systems system and the vulnerability of the properties and their inhabitants), and intensity.
2. Surface water flooding is also difficult to manage due to London's built-up nature and infrastructure. London has an increasing area of impermeable surfacing and still essentially relies on a Victorian drainage system that was not designed to cope with the current and predicted future populations of London. Moreover, due to the unpredictable nature of surface water flooding, it is difficult to provide an accurate warning or alerts system, and although mapping and modelling has given a sense of where flooding may occur, it is less clear that residents in risk areas understand the level of risk that they face and how to respond. This is an increasing problem, given this risk is likely to increase in coming decades due to the effects of climate change.
3. On the 12th and 25th July 2021, London experienced extremely intense rainstorms that overwhelmed the drainage systems and led to extensive surface water and sewer flooding, affecting homes, businesses, health infrastructure and transport networks. 24 boroughs were impacted by these incidents, with the worst impacts felt particularly in parts of east and north London. The resilience structures were initiated in some but not all occurrences, depending on local circumstances.
4. More than 1,000 properties have been reported as flooded, though the actual number is likely to be significantly higher as there is suspected to be significant under-reporting. Due to the sparse distribution of the rain gauges in London and the very localised nature of the convective storms, the records of how much rain fell on the 12th and 25th July is patchy. The gauge at Kew Gardens, which did not experience the worst of the rain that day recorded that July 12th was the second wettest July day

on record, third wettest July hour on record, fourth wettest day of any month, and 10th wettest hour of any month. However, the Met Office also completed some radar analysis of how much rain fell in one km grid square and this showed, on the 12th July, a narrow swathe of London saw rainfall totals exceeding 80 mm, falling in a relatively short space of time, with some over 90 mm. 48.5mm of rain fell in 1 hour in Shepherd's Bush, against 46.8mm average rainfall for the entirety of July.

5. Given this unique set of circumstances, the combined response to the flooding from the key agencies raised a number of questions with regard to its effectiveness on:
 - a. the incident response itself, particularly around how relevant organisations work together and share information efficiently and effectively
 - b. how London plans for these events in the longer term, given that the effects of climate change mean that these events are expected to occur with higher frequency and potentially even greater intensity.
6. In addition to the incident response and associated activity around evaluating this, the Mayor of London convened a roundtable of the relevant organisations, which has met regularly since July. One of the meetings resulted in agreement that a Task and Finish Group should be set up to explore the issue of long-term surface water flood risk management, i.e. climate change adaptation. The Group's remit covers governance, funding, communications and evidence.
7. This report outlines the key recommendations from the discussions of the Task and Finish Group and seeks wider member input.

Task and Finish Group

8. The Task and Finish Group was set up to develop recommendations for a longer-term response to London's surface water flood risk. The Group is co-chaired by Mayor Philip Glanville (London Councils Transport and Environment Committee Chair) and Charlotte Wood (Environment Agency Area Director for London). Other members of the group were chosen due to being stakeholders in surface water flood risk management and included representatives from Chartered Institution of Water and Environmental Management (CIWEM), Chief Executives London Committee (CELC), the Greater London Authority (GLA), London Environment Directors Network (LEDNet), London Borough of Southwark (London Councils lead on resilient and

green programme), London Drainage Engineers Group (LoDEG), London Climate Change Partnership (LCCP), London Resilience Partnership, Transport for London (TfL), Thames Regional Flood and Coastal Committee (Thames RFCC), and Thames Water.

9. An officers' group comprising most of the same organisations was established to support the work of the Task and Finish Group including the GLA, LoDEG, London Councils, London Resilience Partnership, TfL, and Thames Water.
10. The Task and Finish Group met in October and November, reporting to TEC Executive in November and giving an overview to TEC in December. The initial recommendations were broadly accepted, however the importance of ensuring that suggested actions were feasible was strongly emphasised.

Areas of Investigation

11. The roundtable meetings and initial discussions by the Task and Finish Group stipulated a deeper look into governance, funding, evidence and communications as follows:

- **Governance** - No single organisation is in overall charge of managing surface water flood risk in London. Furthermore, there is a lack of understanding of the overlaps and interactions between the differing responsibilities amongst a wide range of organisations.
- **Funding** - There is insufficient funding to manage the risk. There is a lack of knowledge concerning potential funding opportunities and a lack of understanding of what is needed to develop and submit proposals to secure the needed funds.
- **Evidence** - There is a lack of understanding of what flood assets are currently available, who owns and maintains them, and what condition they are in. In addition, there is also a lack of modelling that can help RMAs understand where floods are likely to occur and what efforts should be undertaken to lower risk.
- **Communications** - There is a lack of understanding of the risks of surface water flooding and the responsibilities of the various stakeholders to lower such risks.

12. The Task and Finish Group additionally identified that the absence of an overall strategic plan and vision, as well as a body tasked with its development and implementation, underlay all of these issues. The Group therefore added strategy to its areas of consideration.

Methodology

13. The Task and Finish Group tasked the officers' group with investigating each of the above areas. Officers took responsibility for an area, producing reports for discussion with the wider officer group. Once these reports had been drafted, they were shared with the Task and Finish Group. Following feedback, they were then re-examined, points of commonality were identified, and recommendations cutting across the areas listed above were developed.

Actions

14. As part of the development of recommendations, the following actions have been undertaken in each of the areas of investigation:
15. Governance
- a. Development of surface water flood risk management contacts database, including outline of the responsibilities of stakeholder organisations (included in the Appendix).
 - b. Discussions with stakeholders concerning current governance structure and identification of the need for a single strategic lead for surface water flooding.
16. Funding
- a. Undertook discussions with stakeholders concerning existing funding opportunities including Thames RFCC and Government.
 - b. Established issues with delivering sustainable urban drainage as part of business as usual with TfL, borough drainage engineers, and project sponsors.
17. Evidence
- a. Assessment of the currently available evidence surrounding areas at risk, vulnerable infrastructure, vulnerable people, and surface water assets (condition and location and associated standards).

18. Public Communications

- a. Assessment of public communication improvements for flooding events. The London Resilience Partnership has developed and is implementing recommendations. In addition, the following have been progressed:
 - i. Greater consistency in public facing advice and promotion of a single helpline (Floodline) for the public.
 - ii. Coordinated public communications response during a flood based on the London Resilience Communication Group (emergency response) Framework.
 - iii. Digital content for promotion before and during floods, is being developed as part of a warning & informing strategy
 - iv. Videos are being developed for awareness raising
- b. Agreement on funding of a two-year Engagement Officer role in the Thames Flood Advisors Team to support Lead Local Flood Authorities in community engagement on flooding across London and the wider Thames RFCC area.

19. Strategic Planning

- a. The Task & Finish group was established to examine longer-term barriers to surface water flood risk management across London.
- b. Agreement from partners that strategic vision and plan is needed.
- c. Initial identification of the components needed to develop a strategic plan.

Strategic Recommendations

20. Given the scale of the challenge facing London and the fragmented governance landscape, the Task and Finish Group recommends the establishment of a Strategic Group to:

- a. Collectively provide leadership on strategic-level surface water management in London.
- b. Agree a vision for how to manage the increasing risk of surface water flooding in London.
- c. Develop a strategy and plan to achieve the vision.
- d. Develop a supporting communications strategy that places flood risk as part of an ongoing development of community resilience with regard to incidents which may increase in frequency and intensity due to climate change; and engages all stakeholders, from communities at risk of flooding to Risk Management Authorities, regulators, regional and national government.

- e. Determine the delivery mechanism(s) and required resources to implement the plan, together with the monitoring framework to ensure that the delivered interventions result in the intended level and rate of risk management
- f. In designing the Strategic Group, Strategy and Plan, consideration will be given to how broader climate change risks, such as heat, drought and wind or snow can be considered in the future.

21. The Strategic Group will need:

- a. Senior representation of the participating organisations, which will include but not necessarily be limited to London Councils TEC, LLFAs, CELC, Thames RFCC, GLA, TfL, Environment Agency, Thames Water, London Resilience Partnership.
- b. A clear governance structure.
- c. Sufficient resourcing, in terms of both staff time and funding to commission and support the work, commensurate with the scale of ambition.
- d. The commitment of all relevant organisations to provide data and resources to support the development of the strategy and plan.

22. A 'transition group', comprising key representatives of the Task and Finish Group, will support the establishment of the Strategic Group and its work through:

- Developing the scope for the strategy and plan
- Proposing the Strategic Group's governance structure and processes
- Identifying the resources (financial, data, models etc) required to develop the strategy and plan and the funding opportunities to realise them
- Initiating the standardisation and collation of the evidence the strategy and plan will need.

23. These strategic recommendations are strongly endorsed by all of the organisations involved in the Task and Finish Group. Whilst the recommendations are ambitious, they are felt to properly match the urgency and seriousness of the risk facing London. It was felt that this issue has been known for a considerable amount of time, but has not had the focus it needed to be resolved.

Additional Recommendations

24. Further to the strategic recommendations, additional recommendations have been made under each of the areas of investigation. Following concerns raised by

members in the Task and Finish Group and by the Deputy Mayor for Environment and Energy amongst others at the roundtable, recommendations on basements have been added due to their perceived vulnerability.

25. Basements.

- a. Identify areas or properties at high risk of basement flooding and determine how best to use this information to improve flood resilience, both before flooding occurs and in improving incident response during a flood incident.

26. Governance:

- a. Contacts database to be updated biennially by London Councils.
- b. Identification of governance structure for Surface Water Flooding Strategic Group, agreement by Q2 22/23, launch in Q3 22/23.

27. Funding:

- a. Undertake work to identify the level of resource required to support the Strategic Group and develop and implement the strategic plan.
- b. Support for smaller flood risk management schemes and ability to access funding to be requested from Government by TEC
- c. RMAs, and London Councils TEC to consider what future resource might be offered to support this work (some further details in the resourcing section below)

28. Evidence:

- a. Map vulnerable infrastructure and places (people, basements and key infrastructure) with a particular emphasis on understanding the situation concerning basements and the level of vulnerability of residents there.
- b. Develop an agreed template and standards for collecting relevant evidence and for modelling.
- c. Develop a memorandum of understanding for sharing data amongst partners.
- d. Review what models are required to support the development of the London surface water strategy and plan, and how these should be achieved.
- e. Put together a bid for Thames RFCC and Thames Water to fund modelling to inform Drainage and Wastewater Management Plans and Local Flood Risk Management Strategies.
- f. The ARCADIS strategic SuDS identification work which was done for the London Strategic SuDS pilot should continue, focusing on priority hotspots.

- g. Collect evidence on financial and other, more intangible savings achieved through the avoidance of surface water incidences.
- h. Identify and populate a centralised datastore that can collate and manage the gathered data.
- i. Work with the Met Office and other providers to agree the data that should be provided to RMAs and other relevant agencies (such as the estimated return periods of rainfall events) to help understand the impacts of flooding and improve response planning.
- j. London Councils TEC to support boroughs in responding to this review of existing resource, governance, and evidence.

29. Communications:

- a. Development of public communications that places flood risk as part of an ongoing development of community resilience with regard to incidents which may increase in frequency and intensity due to climate change and focuses on improving public understanding of:
 - i. current and future risk levels,
 - ii. roles and responsibilities of the different organisations
 - iii. actions that can be undertaken by the public to prepare for and lower the risk of surface water flooding to them (including financial risk through e.g., adequate insurance).

30. Following presentation of these recommendations at the meeting of the Task and Finish Group on the 24th January 2022, it was agreed that the Task and Finish Group should continue as a transitional group until September 2022 in order to undertake the initial implementation of the recommendations, including overseeing the establishment of the Strategic Group.

Resourcing

31. The development of a Strategic Group, vision, strategy, and plan will require considerable resource. In order to support the initial establishment of the Group and its work over the next six months, the following organisations have provisionally agreed support with the following resources: The GLA has offered £50,000 and officer time in kind, London Climate Change Partnership has offered £40,000, TfL has offered £50,000 (subject to funding negotiations with Government) and 1.0 FTE, and Thames Water £50,000 and 0.5 FTE. London Councils can currently continue to offer officer time of approximate 0.3FTE.

32. Officers are not currently making a funding request of TEC but advise members that once the spending needs are better defined, a funding request is likely to be made in line with the resource being offered by partners above.

Timeline

33. It is proposed that work proceeds under the following timeline:

- Q4 21/22 Task and Finish Group agrees recommendations
- Q1 22/23 Identification of governance and resource for Strategic Forum, consideration of scope of the strategic plan and initial evidence gathering.
- Q2 22/23 Agreement on structure and resource for Strategic Forum and scope of the strategic plan.
- Q3 22/23 Launch of Surface Water Flooding Strategic Forum

34. These recommendations are ambitious, but the Task and Finish Group members believe them to be in-line with the seriousness of the situation and the level of need. Surface water flooding presents a clear threat to life as well as significant economic costs due to damage to residential property and businesses.

Recommendations

35. Members are asked to

- Note and comment on the report
- Agree to the recommendations listed in paragraphs 20–30
- Note that a funding request is not being made at the moment but is likely at a later date once there is a clearer understanding of costs

Financial Implications

36. There are no financial implications arising from this report.

Legal Implications

37. There are no legal implications arising from this report.

Equalities Implications

38. There are no equalities implications arising from this report.

Appendix – Papers drafted by the Officers' Group

The below are papers drafted by the officers' group, presented to give further information. All of the papers are work in progress and will be continued by the proposed transition group.

Governance

Authority and relevant legislation	Responsibilities
Lead Local Flood Authorities (32)	Management of SW flooding and interaction with other sources of flooding.
<u>FWMA 2010</u>	Maintenance of asset register
<u>Flood Risk Regulations 2009</u>	FR maps and modelling
	Local Flood Risk Management Strategies and Action Plans
	Statutory consultee for major development drainage strategies
	Investigation of flood events over an agreed threshold
Environment Agency	Carrying out works to manage flood risk from main rivers and the sea (interaction with surface water flooding)
<u>Water Resources Act 1991</u>	Setting the direction for managing the risks through the national flood and coastal erosion risk management strategy for England
<u>FWMA 2010</u>	Carrying out surveys and mapping
	Reporting to the minister on flood and coastal erosion risk and how the national and local strategies are being applied
<u>Flood Risk Regulations 2009</u>	Acting as a statutory consultee for planning authorities providing advice on planning applications, local plans and environmental assessments regarding flood risk from main rivers and the sea.
<u>Town and Country Planning (Development Management Procedure) (England) Order 2015</u>	Duty to assess risk and put in place emergency plans (see CCA section)
<u>Civil Contingencies Act 2004</u>	

Authority and relevant legislation	Responsibilities
Local Authorities	<p>Duty to assess risk and put in place emergency plans (see CCA section)</p> <p>Carrying out works to manage flood risk from surface water and groundwater</p> <p>Local planning Authority: decisions on development proposals</p>
<u>Civil Contingencies Act 2004</u>	
<u>Land Drainage Act 1991</u>	
<u>Town and Country Planning (Development Management Procedure) (England) Order 2015</u>	
London Fire Brigade	<p>Duty to assess risk and put in place emergency plans (see CCA section)</p> <p>Fire and Rescue Authorities (FRAs) have a power to respond to floods. However, they do not have a statutory duty to do so.</p> <p>Strategic overview of pan London issues</p> <p>Duty to assess risk and put in place emergency plans (see CCA section)</p>
<u>Civil Contingencies Act 2004</u>	
Fire & Rescue Services Act 2004	
GLA	
<u>Civil Contingencies Act 2004</u>	
Highways Authorities	<p>Providing and managing highway drainages and some roadside ditches. They must ensure that road projects do not increase flood risks. They can carry out drainage works on highways or adjoining land.</p> <p>Category 2 responder duties to share information and cooperate with other responders.</p>
<u>Highways Act 1980</u>	
<u>Civil Contingencies Act 2004</u>	
Transport for London	<p>Managing strategic network (red routes).</p> <p>Manage of assets (pumps), maybe potentially the creation areas which could be inundated during high intensity storm events.</p> <p>Category 2 responder duties to share information and cooperate with other responders.</p>
<u>Highways Act 1980</u>	

Authority and relevant legislation	Responsibilities
<u>Civil Contingencies Act 2004</u> Thames Water	<p>Ensure that sewers effectually drain the areas they serve (this includes drainage of surface water).</p> <p>Water companies manage the risk of flooding from their water main and sewer networks.</p> <p>Production of Drainage and Waste Water Management Plans (currently non-compulsory)</p> <p>Every 5 years the Government issues strategic policy direction to the Water Services Regulation Authority (Ofwat). Category 2 responder duties to share information and cooperate with other responders.</p>
<u>Civil Contingencies Act 2004</u> Network Rail <u>Civil Contingencies Act 2004</u>	<p>Land drainage and asset maintenance?</p> <p>Category 2 responder duties to share information and cooperate with other responders.</p>
Riparian owners	<p>Maintenance and repair of assets</p>
Other relevant organisations Thames RFCC IOAF LCCP TASG LoTAG Citizens	<p>Maintain their assets: pumps, property specific measures.</p> <p>Be aware of their risk and be protected against it (sign up to flood warning if relevant).</p> <p>Have a Flood Plan</p> <p>Have adequate insurance (contents and buildings)</p>

It is important to note that SW cannot and should not be separated from other flood risk sources in London and we should always assume a worst-case scenario. Flood risk sources in London include: tidal, fluvial (including overtopping and breach of defences), groundwater, reservoir, canal, sewer and surface water.

Prepare, Respond and Recover - Roles and Responsibilities and Governance

The **Civil Contingencies Act 2004** provides the core legislative requirements for preparing for civil emergencies, including flooding. The Act places duties on Category 1 responders (those organisations at the core of emergency response (e.g. emergency services, local authorities)) and category 2 responders ("co-operating bodies" who while less likely to be involved in the heart of planning work, will be heavily involved in incidents that affect their sector (e.g. transport and utility companies)).

Category 1 responders are subject to the full set of civil protection duties. These duties apply to all forms of flooding emergencies, as they do all other types of emergency. Category 1 responders are required to:

- Assess the risk of emergencies occurring and use this to inform contingency planning;
- Put in place emergency plans;
- Put in place Business Continuity Management arrangements;
- Put in place arrangements to make information available to the public about civil protection matters and maintain arrangements to warn, inform and advise the public in the event of an emergency;
- Share information with other local responders to enhance co-ordination;
- Co-operate with other local responders to enhance co-ordination and efficiency; and
- Provide advice and assistance to businesses and voluntary organisations about business continuity management (Local Authorities only).

Category 2 responders have a lesser set of duties – co-operating and sharing relevant information with other Category 1 and 2 responders.

Category 1 and 2 responders in London

London Category 1 responders:

- Acute (Hospital) Trusts
- British Transport Police
- City of London Police
- Environment Agency
- Greater London Authority
- HM Coastguard
- London Ambulance Service
- London Fire Brigade
- London Local Authorities
- Metropolitan Police Service
- NHS England and NHS Improvement (London)
- UK Health Security Agency

London Category 2 responders:

- Airport operators
- Clinical Commissioning Groups
- Electricity distributors and transmitters
- Gas distributors

- Health & Safety Executive
- London Underground
- National Highways
- Network Rail
- Port of London Authority
- Train Operating Companies (passenger and freight)
- Transport for London
- Water and sewerage undertakers
- Telephone service providers (fixed and mobile)

The London Resilience Forum (LRF)

Category 1 and 2 responders are also required to come together to form 'Local Resilience Forums' which help co-ordination and co-operation between responders at the local level.

The role of the London Resilience Forum is to provide strategic, senior level direction for co-ordinated and effective multi-agency emergency planning in London; bringing together national government (via the London Government Liaison Team in DLUHC), the Mayor of London, London's emergency services, other key public services (category one and two responders) and the business, faith and voluntary communities. The LRF will ensure that London is fully prepared to deal with the consequences of a wide range of disruptive incidents, from terrorist attacks through to the impact of climate change, flooding or a pandemic.

In effect, the London Resilience Forum provides for the collective governance of the flood emergency preparedness of London's Category 1 and 2 and other response organisations.

London Borough Resilience Forums (BRF)

Borough Resilience Forums are responsible for multi-agency emergency planning at the local level as determined by borough risks and needs. They will also contribute to emergency planning for London, as directed by the London Resilience Forum. They will facilitate co-operation and information sharing between resilience partners at the local authority level and with the London Resilience Forum.

The Mayor of London / Greater London Authority (GLA)

As the elected leader of London's regional government, the Mayor of London plays a full part in supporting the effective implementation of the Act and improving the preparedness of the capital.

In particular, the Mayor/GLA:

- is closely engaged in high-level discussions and decisions relating to the management of emergencies in London;
- (or an appointed deputy) is currently Chair of the LRF;
- contributes as necessary to the pre-informing of Londoners about the content of emergency plans, the correct behaviour in an emergency and good practice in terms of preparedness in the home, as part of initiatives organised both locally and at the UK level;
- prepares to play a key role in warning and informing the public during an emergency in London; and
- takes responsibility for civil protection issues in connection with the management of Parliament and Trafalgar Squares.

The GLA is a Category 1 responder under the Act and as such has the same responsibilities as other Category 1 responders. However, there are a number of duties that the GLA currently takes on in relation to London that are additional to other Category 1 responders. In particular, the GLA:

- is responsible for the secretariat of the LRF;
- is responsible for producing and maintaining a pan-London risk assessment; and publishing all or part of it in line with regulations; and
- is responsible for the planning and exercising of pan-London emergency plans.

Flood emergency preparedness

Each category 1 and 2 responder is responsible for their organisation's preparedness for flood emergencies as per the duties under the Civil Contingencies Act.

The London Resilience Forum / members of the London Resilience Forum are collectively responsible for the strategic oversight of flood risk emergency preparedness in London, including the duties to assess the risk of flooding, to put in place emergency plans to respond to flooding, and to put in place arrangements to make information available to the public about flooding and maintain arrangements to warn, inform and advise the public in the event of a flood emergency.

Funding

It is proposed that the Funding stream focuses on the 3 main elements:

- A. Existing funding pots and opportunities
- B. Delivering as part of BAU
- C. Potential future funding opportunities

A: Existing fund pots and opportunities

Using existing available information and insight gained from stakeholders, this element will seek to:

- List existing funding pots and opportunities.
- Set out details of the size pots, criteria, application process, timings, history of funding allocations.
- Insight from stakeholders bidding for pots, what worked well, what didn't, supporting information used and amount of work required to apply.

B: Delivering as part of BAU

Using available guidance, studies and insight from stakeholders covering the range of project lifecycle, draw out the challenges and success of delivering adaptation as part of transport projects.

This element will seek to:

- Cover policy, optioneering, design, business case development and management, design, engineering, implementation and monitoring
- Cover renewals (maintenance) and enhancement projects
- Consider how adaptation measures are considered at a project, programme and business plan level
- Capture what worked well and identify the key challenges
- Identify improvements (such as evidence, case making, design, management) that can increase success of including adaptation as part of BAU renewals and enhancements.

Potential future funding opportunities

This workstream will seek to identify what is needed to strengthen the case and develop required evidence for inclusion of adaptation measures in:

- Blended finance for private sector investment such as that proposed by the UK Climate Change Investment Commission.
- Future Government grant schemes.
- Enable Levy and FDGIA funded distributed SuDS schemes using the London SuDS pilot evidence approach and recommend Government update the partnership funding model, rules or business case requirements (linked to evidence theme)

EVIDENCE of Surface water flooding

Work in progress as of February 2022, drafted by LODEG.

Overarching reports and information

2017 [Defra, UK - Science Search](#) review of Local Approaches to managing Surface water Flood Risk FC2707

2018 [Drainage and Wastewater Management Plans | Water UK](#)

2018 Surface Water Management Action Plan [Surface water management action plan - GOV.UK \(www.gov.uk\)](#)

[Flood and coastal erosion risk management report: 1 April 2018 to 31 March 2019 - GOV.UK \(www.gov.uk\)](#)

2020 FCERM strategy [Policy paper overview: National Flood and Coastal Erosion Risk Management Strategy for England - GOV.UK \(www.gov.uk\)](#)

2021 FCERM Strategy Action plan [Flood and Coastal Erosion Risk Management Strategy Action Plan 2021 - GOV.UK \(www.gov.uk\)](#)

2020 Surface Water and Drainage review of responsibilities [Surface water and drainage: review of responsibilities - GOV.UK \(www.gov.uk\)](#)

2021 SW management a government update [Policy paper overview: Surface water management: a government update - GOV.UK \(www.gov.uk\)](#)

2021 National Audit Office [Managing flood risk - National Audit Office \(NAO\) Report](#)

2021 National Infrastructure Commission [Reducing the risks of surface water flooding - NIC](#)

<https://environmentjournal.online/articles/london-is-underprepared-for-climate-crisis-report-says/>

DFT report on Highways lessons learnt for incident response between 2015 and 2020

Summary of data availability and needs to adequately address surface water flood risk

Category	Dataset	Comments / notes	Location	Caveats	Gaps
Areas at risk	EA flood maps for SW flooding	Where gets wet. Maps include extent, depth, and 3 different return periods. What gets wet Can extract numbers of properties within these	https://data.gov.uk/search?q=surface+water+flood+risk+map	Doesn't include CC. Makes assumption of London's drainage infrastructure, which is not always accurate. Impact of river flooding not included.	Don't include climate change. EA NAFRA2 will address this 2024. Modelling presume no blockages.

Category	Dataset	Comments / notes	Location	Caveats	Gaps
		boundaries from National Receptor dataset (NRD) Thames Water have basement data layer		NRD does not specifically highlight which are Basements. Thames Water info limited to sewer flood risk areas	No London-wide integrated surface water and sewer model. Is it possible? Cost time etc A suitably detailed integrated surface-sewer model would cost >£5m to build, take 5-10 years to develop and ground truth and would have very long model run times. No collection of location of basements by LPA. Not specified by NRD.
	EA flood maps for fluvial & tidal flooding	Interact with SW flooding	https://data.gov.uk/search?q=flood+map+for+planning&filters%5Bpublisher%5D=Environment+Agency&filters%5Btopic%5D=&filters%5Bformat%5D=&sort=best	There is no interaction between mapping of different sources and impact of rivers on SW sources.	No info on tide locking of SW outfalls.
	Specific SW modelling undertaken by LLFAs (including changes done as part of extra DEFRA funding – 2019-2020).	How to – do they all meet these standards? CIWEM: Integrated Urban Drainage Modelling Guide Do Thames Water use them?	https://www.ciwem.org/assets/uploads/IUD_1.pdf	Where are all these in London?	Map of all SW modelling.

Category	Dataset	Comments / notes	Location	Caveats	Gaps
both be important)			publications/flood-risks-london		What is regionally important infrastructure rather than local.
	London Plan Regional FRA		https://www.london.gov.uk/sites/default/files/regional_flood_risk_appraisal_sept_2018.pdf		
	LLFA Strategic flood risk assessments – key infrastructure sections		LLFAs	SFRA Only uses available data, does not do further assessment	
	Thames Basin Flood Risk Management Plan (flood risk areas identified in Part B)		https://www.gov.uk/government/publications/thames-river-basin-district-flood-risk-management-plan		
	Multi-Agency Flood Plans (evidence sections)	Review of MAFP currently being undertaken by DEFRA			
	Schools	Full list of all schools in London at risk from SW in priority order	Obtained from DoFE Paul Wyse		DoFE has prioritised list in order of those most at risk
	Hospitals				NHS to provide what is regionally important.
	Transport infrastructure	Network Rail etc TFL Airports	TfL – LUCRFR LoTAG State of the City Report?		TFL to provide what is regionally important.
	Any other key infrastructure assets?				

Category	Dataset	Comments / notes	Location	Caveats	Gaps
Vulnerable people	GLA's climate vulnerability mapping:		https://data.london.gov.uk/dataset/climate-risk-mapping	Uses a very wide range of datasets, incl. heat risk, green space, etc.	
	Climate Just		https://data.london.gov.uk/dataset/climate-just-data	Not particularly high spatial resolution?	
	Deprived communities				
	Adult and Social care providers (Local Authorities)	Key sites identified? Care homes etc Day care centres. Individuals at risk?	Adult and Social Care in Local Authorities hold and update this information		

What data would we need to write a SW management plan for London

Impact is the probability and consequence.

Ideas and recommendations

1. What will NAFRA produce? What's scenarios will be considered, Worst case scenario.
2. When will NAFRA produce information 2024 - Should /can we produce information on impacts of CC London earlier?
3. Collecting information on most vulnerable places from SW flooding – How can we obtain basement locations – Possibly from planning applications.
4. Lots of information is held locally but London wide overview. Drain London Part 2 to Bring together all the evidence locally held to give a London wide position.
 - a. Collect current CDA extents to highlight areas at risk and prioritised? Will help understand key areas to focus, possible prioritise these London wide?
 - b. All reports produce by LA on flood risk - Could there be a template for Local Authorities to complete when relevant strategies and plans are finalised, to provide a summary for the GLA?
 - c. Map of all areas modelled. EA should have this data as part of Boosting SW modelling project.
 - d. Flood Asset register of flood risk assets – LoTAG State of the City report collecting this
 - e. Mapping of lost assets – maintenance
 - f. Significant assets – defined by the Local Flood Risk Asset registers.
 - g. Model CDAs that haven't been done so far to give us a strategic view of how addressing CDAs in areas higher within the catchment could help reduce flood risk in the lower catchment.

5. What's not held locally that could be useful
 - a. Map Thames Water SW Catchments, potentially review Thames Water modelling to address underestimation of surface water. Provision of DG5 register by drainage catchment – more relevant to SW management actions.
 - b. Mapping of blockages in system?

6. Communications links with other ongoing reporting and projects.
 - a. Liaise with National Infrastructure Commission, as they will be undertaking a SW flooding study for England (by November 2022). Contact at the NIC: Ed Beard ed.beard@nic.gov.uk
 - b. Liaise with CIWEM SW review being undertaken 2021.
 - c. DEFRA Strategic Planning review 2021.
 - d. DWMP

Forecasts and warnings

Rising tide incident warning

Covered by the LFB recommendations in incident mode.

Category	Dataset	Comments / notes	Location	Caveats	Gaps
National Forecasting and Warning	Met office EA Flood Forecasting centre Flood Guidance Statement		Flood Forecasting Centre: Flood Guidance Statement (metoffice.gov.uk)		
	Resilience Direct – Previsco. Now casting shared on resilience Direct	Who has access and uses it?	Previsco Predicting and Preventing Flood Impacts	Review who used it in July?	
	DEFRA projects on SW Forecasting improvements to Emergency responders				

Category	Dataset	Comments / notes	Location	Caveats	Gaps
	Case Study GRACE	Monitoring water levels in chalk regions to identify early signs of groundwater flooding. Tools and resources for mapping areas of flood risk, including road gulley sensors. Establishing emergency flood defence procedures to address increased risks of flooding. Groundwater Flood Alert App: Direct updates to local communities about flood risks areas. Key tips for strengthening property flood resilience measures with technology	Buckinghamshire CC one of many Innovative projects to protect against flooding selected - GOV.UK (www.gov.uk)	Project just started.	
Pan London	Thames water forecasting. TFL limited forecasting information available				
Local Authorities	Hazard manager Other systems Available		How to access the Hazard Manager service - Met Office	Has limited information contained on it	

Category	Dataset	Comments / notes	Location	Caveats	Gaps
Real Time Surface Water Flooding Data	Gauges installed	Where are they all across London			Not a pan London view
	Resilience Direct – Previsco. Now casting shared on resilience Direct	Who has access and uses it?		Review who used it in July?	Only emergency response

Category	Dataset	Comments / notes	Location	Caveats	Gaps
Reporting during a flooding incident	Each individual organisation has its own reporting system	Thames Water online form. LA LFB EA	Held separately		
Reporting after a flooding incident	Statutory duty for LLFA to undertake Section 19 reports – After an incident for LLFA to publish	Many LLFA collect it from a variety of sources to form a S19 See guidance on what an LLFA must contain	LLFA publish data	LODEG have asked for numbers from LLFA of properties flooded other keys infrastructure and affected schools /hospitals?	A variety of data is available from different organisations finding the right data and the right person to speak to
	Thames Water independent review - Currently 1100 properties so far				Not yet available
	TFL London Wide review				Not yet available

What data would we need to write a SW management plan for London

Ideas and recommendations:

1. Develop London wide Flood reporting system – LFB action

- a. FORT - Dorset
- b. Cabinet Office tool and
- c. National Flood forum pilot
- d. Thames Water –
 - i. Online form now –
 - ii. Contact centre advising people to fill it in?
- e. TFL – improve companywide reporting and record of issues

2. MOU on data sharing between key London Organisations for reporting London wide
 - All creating a key contact to obtain info from
 - What data will be shared
 - When
 - Template to provide summary as part of S19 to GLA?

Operation of Surface Water Flood Assets

Category	Dataset	Comments / notes	Location	Caveats	Gaps
What SW Flood Assets are there?	National	<p>EA Not clear what assets this includes?</p> <p>FCERM Strategy Measures Asset management and resilience</p> <p><u>Guidance</u> CIRIA guidance for screens and culverts review of assets which have been identified as end of life in London from EA national review.</p> <p>Riparian Ownership and responsibilities for ordinary watercourses and lost rivers</p>	<p>EA Asset Information and Maintenance Programme (data.gov.uk)</p> <p>Flood risk management: information for flood risk management authorities, asset owners and local authorities - GOV.UK (www.gov.uk)</p> <p>CIRIA Culvert, screens and outfall manual - GOV.UK (www.gov.uk)</p> <p>Not identified. Some LLFA have Ord watercourse layers</p>	<p>What Are FCERM assets?</p> <p>National Audit Office on Managing Flood risk claim that the EA is responsible for 71% of the flood defence assets by length in England.</p>	<p>Does this include any asset information from others, such as water utilities and councils?</p> <p>FCERM strategy measures on assets establishes guidance. No standard of resilience.</p> <p>No collection of what assets there are of who owns them.</p>
	Pan London	<p>GLA infrastructure maps State of the cite report being collated by Atkins initial results due Jan 2022 led by LODEG. - of</p>	<p>London Infrastructure Map London City Hall</p>	<p>GLA who has access?</p> <p>LOTAG works Depends on all Local Authorities responding.</p>	<p>GLA mapping includes utilities what about other infrastructure providers</p>

Category	Dataset	Comments / notes	Location	Caveats	Gaps
					Possible further analysis of the LOTAG info on Flood Asset registers may be needed
	Thames Water	Lost rivers Combined Sewer Overflows (EDM – event duration monitoring- data of flooding events) Guidance	London's Lost Rivers - London's Lost Rivers - Book and Walking Tours by Paul Talling (londonslostrivers.com) Relevant guidance Water UK: https://www.water.org.uk/sewerage-sector-guidance-approved-documents/		Identified by Thames Water – no next steps identified.
	TFL				
	Highways England Network Rail Other major private owners				
	Local Authority Flood Assets register includes all significant Flood assets.	Flood Asset register. Under section 21 of the Flood and Water Management Act, to maintain a register of structures and features	See table below	Depends on quality of info provided and format and what definition of significance is.	

Category	Dataset	Comments / notes	Location	Caveats	Gaps
	Assets held by Highways/ Green Spaces/ Facilities etc	which are likely to have a significant effect on flood risk in their area. LLFA have a statutory duty to produce a Flood Asset register covering all assets – depends on the quality of information provided by others. Should include which assets affect different sources			
What standards of design / Levels of protection are there?			Defra, UK - Science Search review of Local Approaches to SW Flood Risk Management 2017		

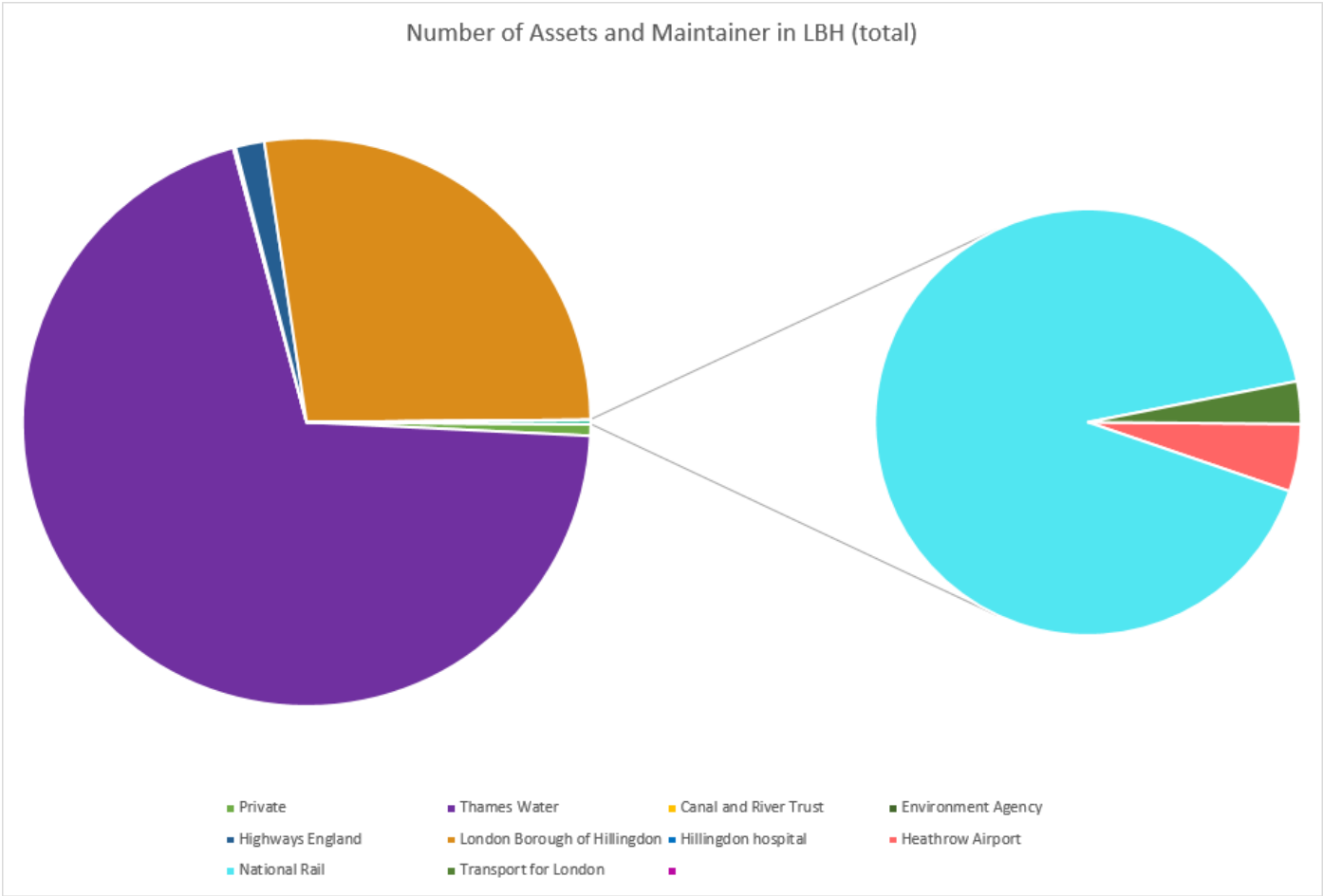
Local Authority Data	
Gullies	Location 2012 Survey across London
Gullies Connections	<i>Some local authorities have more info than others on how and where gullies connect to sewers or other such as soakaways</i>
Other SW assets	SW Bunds or pumps etc. garden walls and suds may also be included.
Condition inspection	<i>Structures inspected regularly through Highways structures Teams but not all assets may sit in Highways regime for condition inspection is then possibly adhoc</i>
Maintenance Regime	<i>General clearance of gullies on a yearly or two yearly basis – possible priority ones more often. Can often be hindered by parking over gullies</i>
Replacement	Inspection regime and adhoc reporting not specifically for flood risk
Standards of design	Standards For Highways Design Manual for Roads and Bridges (DMRB)
Capacity	<i>provide minimal additional capacity to the stormwater system but they key way for water to enter the Sewers, some more critical than others</i>

Performance reporting	Some smart system in use by Harrow collecting regular inspection data such as siltation/ condition etc Incidents logged and
Publically available	What is publically available?
Funding for assets	What funding available for Capital/ versus maintenance

Ideas and recommendations

1. GLA could expand infrastructure Mapping to include drainage info All utilities have signed up to use it expand to include others and add data?
2. What assets are there Flood Asset registers request as part of LOTAG work to review content – possible standard template for London on what significance is?
3. Known issues lost rivers – transfer of asset protocol by Water Uk no further guidance on Riparian ownership and what good looks like. CIRIA commissioned work 2021
4. What overall standard does the system meet if different parts meet different standards? Do we know do we know what different parts standards are?
5. What overall standard does it actually meet? Do we know do we know what different parts standards are?

Example from LBH Asset Record of No of Flood Risk Assets by organisations



Category	Dataset	Comments / notes	Location	Caveats	Gaps
Measuring the cost / Impact of Flooding	Costs	Closure TFL information See insurance information	A retrospective look at summer 2021 London flash floods JBA Risk Management		
	Mental health				

Category	Dataset	Comments / notes	Location	Caveats	Gaps
What do we have already to manage SW	See asset register above GLA Map of Public Realm SuDS		GLA Map of Public Realm SuDS		
What projects should go where	GLA SuDs opportunity Mapping		SuDS Opportunity Mapping Tool - London Datastore		
What projects are planned to mitigate SW flooding	Local Flood Risk Management Strategies and SWMP				
	RFCC SW schemes	No available from RFCC schemes list of which projects mitigate SW		To be collected as part of this programme.	
	Thames Water SWMP DWMP	See funding streams	Surface Water Management Programme About us Thames Water		

Category	Dataset	Comments / notes	Location	Caveats	Gaps
	TFL schemes		Lip funding		
	EA flood Risk Management Plans		Thames FRMP		
	Infrastructure Providers specific plans				

London Resilience Communication Group

LRCG Emergency Response Framework

LRCG brings together the heads of communication or their designated deputies from different organisations to plan for and co-ordinate the communication response to a major incident, crisis or significant event impacting on London.

In the event of an incident or emergency, the Group activates to ensure a quick and coordinated communications response.

In a large scale major incident LRCG will:

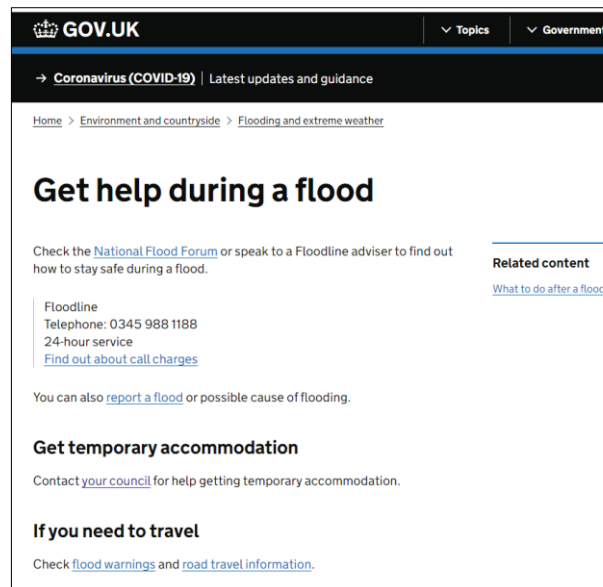
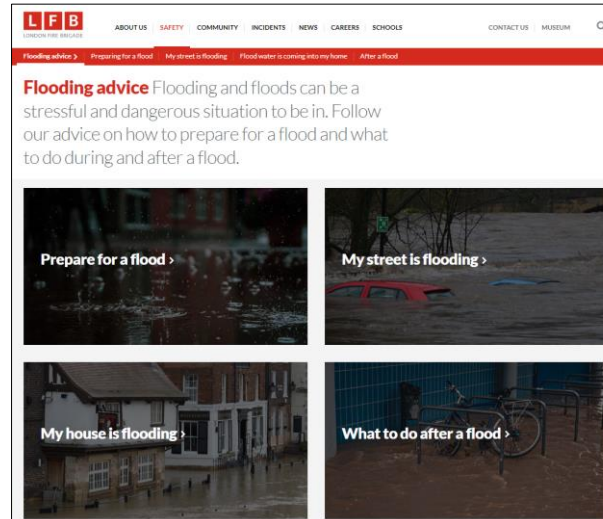
- Ensure there are mechanisms in place for the dissemination of public information;
- Respond to media and social media queries, handle media interviews and brief the media on a regular basis;
- Ensure that the media are able to report the incident/crisis safely and fairly.

Lead organisation takes command in warning, information and coordinating messaging across agencies.

Supporting communications team provides critical support to lead agency in amplifying message.

Mayor of London supports the response to an emergency by providing a unified statement – a “voice for London”.

London Councils Communications team provides critical link between LRCG and Borough communication teams.



Preparing for a flood how to make sure you're ready for a flood

Am I at risk from flooding?

Flooding can have a greater impact on you depending on where you live. You can [sign up to free flood warnings](#) that are delivered by phone, email or text.

You can [check to see if you are at risk of flooding](#) in your area.

What to do when floods are forecast

If flooding is forecast in your area there are steps you can take to be prepared:

- Save the Floodline number to your phone. You will need to call them to report flooding in your area, or for advice if your home is flooded. [Call Floodline on 0345 988 1188](#).
- Create a list of important contact details such as your insurance and utility companies and insurance providers.
- You can [download a template for your list of contacts](#).
- Put an emergency bag together. This should include items that you would need if you had to leave your home. This could include medication, important documents e.g. (insurance documents), clothes and toiletries.

Flood water is coming into my home. What to do when your property is flooding

What should I do if water is coming into my home?

If you are in immediate danger, call 999. Follow the advice of the operator and if you are told to evacuate, do so. If you don't evacuate when you are told you may be putting yourself and those people attempting to rescue you in greater danger.

If you do evacuate, make sure you bring your grab bag with you.

You will also need to [turn off your gas supply](#), [turn off your water supply](#) and turn off your electricity supply, if possible and safe to do so.

My street is flooding. What you need to do and who you should call if your street starts to flood.

Who should I call if my street is flooding?

If you can see water building up in the street, [call Floodline on 0345 988 1188](#).

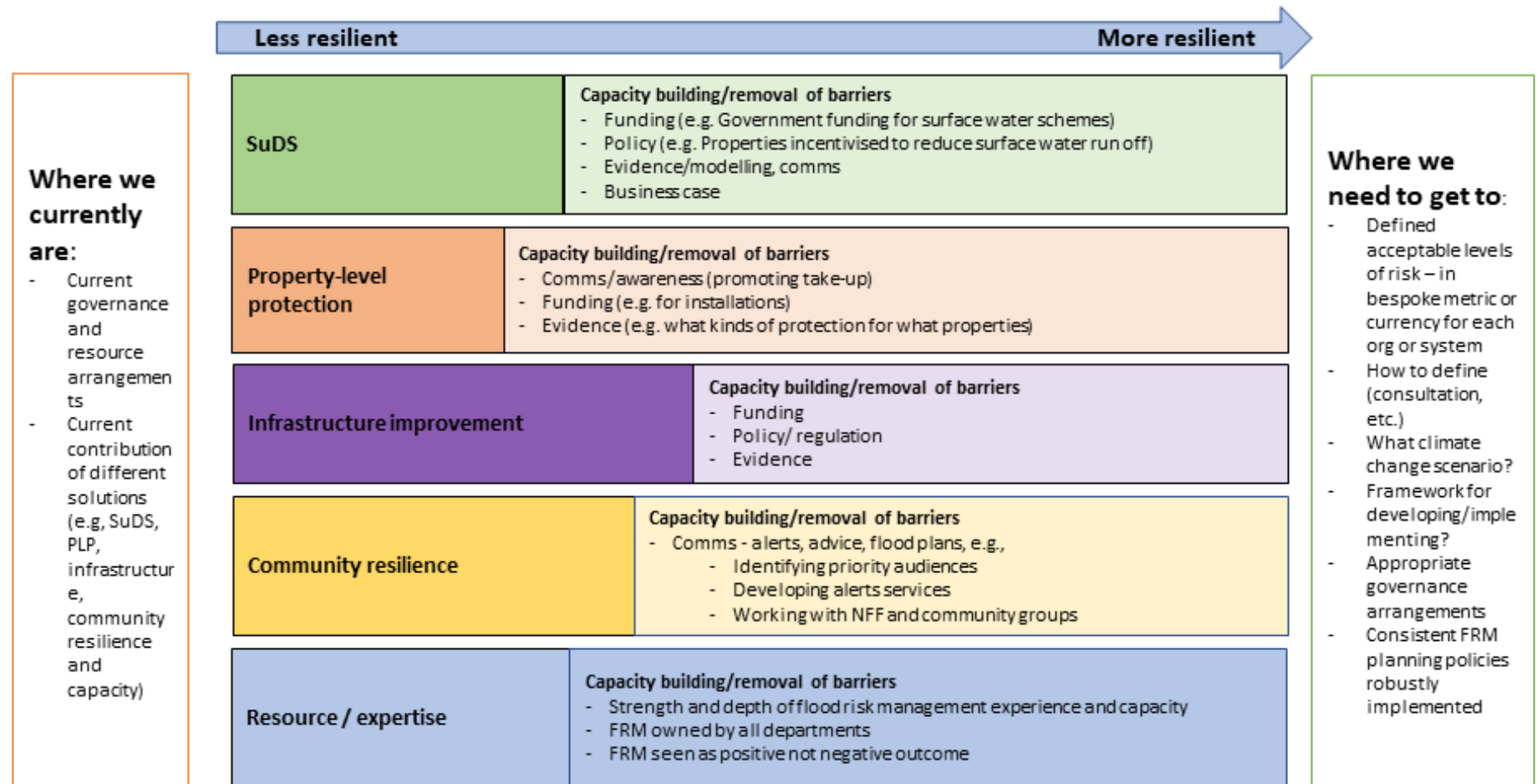
Water building up on the street can quickly turn into an emergency. If you feel that you or someone else is in danger, call 999 immediately.

What should I do?

The main priority is to ensure you and the people in your home are safe. In the event of a flood there are steps you can take.

- Make sure your phone is charged, so that you can call for help if required.
- In an emergency be ready to [turn off your gas supply](#), [turn off your water supply](#) and turn off your electricity supply, if possible.

Strategy and plan for surface water flood management in London





London Councils' TEC Executive Sub Committee

Transport Funding Sub Group Update

Item no: 05

Report by: Katharina Winbeck **Job Title:** Strategic Lead, Transport and Environment
Date: 10 February 2022
Contact Officer: Katharina Winbeck
Telephone: 07769145326 **Email:** katharina.winbeck@londoncouncils.gov.uk

Summary: This report gives a short update on the activities of the London Councils Transport and Environment Committee Sub-Group on Transport Funding.

Recommendations: The Committee is asked to:

- Note and comment on the report

Introduction

1. London Councils TEC agreed in December 2021 that a sub-group should be established to give additional focus to the transport funding situation created by the collapse of TfL's funding strategy, due to significant reduction in passenger income resulting from the restrictions imposed due to the Covid-19 pandemic.
2. The Terms of Reference of the sub-group has now been agreed and can be found as an Appendix to this report.
3. The current short-term nature and disregard of boroughs in the TfL funding deals has led to significant difficulties to keeping capacity and capabilities within the boroughs, deliver local schemes, and developing long-term plans to improve London's transport network, including highway safety and reduction in carbon emissions.
4. This seems to be an unintentional consequence of the negotiations and one the group has highlighted to TfL, the Mayor and Government.

Activities

5. The sub-group has met twice and agreed its overall approach of looking at short, medium, and long-term funding challenges, with a focus on the short term until a longer-term settlement has been negotiated between TfL and Government that includes funding for boroughs.
6. The short-term focus is on getting a ring-fenced amount apportioned to boroughs as part of any deal negotiated between TfL and the Government. The funding should come with a three-year certainty and the management of these funds should go back to the LIP processes agreed between boroughs and TfL in 2018, where boroughs negotiate their programmes of schemes directly with TfL and are given more autonomy on how these are delivered locally.
7. The medium-term focus would be on ways in which boroughs can increase the sustainability of their transport funding through diversifying income. This would see an increased focus on funding opportunities that exist, such as grants, mechanisms, such as Workplace Parking Levy, getting the most from S106/CIL as well as others.
8. The long-term focus will be on our advocacy strategy for the longer term, where we seek to address the chronic under-investment into London's highway infrastructure, look at the infrastructure priorities across London and the funding strategies for those.
9. The group has initiated communications with both Baroness Vere, Parliamentary Under Secretary of State for the DfT and Seb Dance, Deputy Mayor for Transport to outline the difficulties boroughs are facing at the moment and how the situation could be improved. The group also made representation to the last meeting with senior TfL officials.

Next Steps

10. At the point of publishing this report, there is no certainty on what the next funding deal between TfL and Government will look like and the group will meet again on 10 February to discuss the next steps, which will be guided by the deal that should have been reached by 4th February.

Recommendations

The Committee is asked to:

- Note and comment on the report

Financial Implications

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

Legal Implications

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

Equalities Implications

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

Appendix

Terms of Reference for the Transport Funding Subgroup of TEC

Transport Funding Subgroup

The Transport Funding Subgroup is a sub-Committee of TEC, formed to consider a coordinated, pan-London response to transport funding challenges.

Aim

To consider the issues related to transport funding across the London boroughs and coordinate a joint, strategic approach.

Quorum

The quorum shall be one third of the membership.

Membership

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

Members of the Subgroup will actively engage in discussions and any relevant activities or meetings that may follow.

Terms of Reference

1. To provide a dedicated TEC member- level forum for discussion of transport funding issues and to offer advice on any pan-London response to TEC.
2. The Members' Group will report back to TEC and its Executive, having no delegated authority of its own.
3. The group will take a short, medium and long term view and will react to and seek to influence the outcomes of the negotiations between TfL and Government.

London Councils' TEC Executive Sub Committee

Emissions Accounting Working Group Item no: 06 Progress Report

Report by: Simon Gilby **Job title:** Principal Policy and Projects Officer

Date: 10 February 2022

Contact Officer: Simon Gilby

Telephone: 020 7934 9792 **Email:** simon.gilby@londoncouncils.gov.uk

Summary: This report provides a summary of the progress by the Emissions Accounting Working Group, following the set of recommendations from the Emissions Accounting Task and Finish Group that were agreed by members at the full London Councils TEC meeting on 14th October 2021.

Recommendations: Members are asked to:

- Note and comment on the report

Overview and Rationale

1. Climate change is a leading issue for London boroughs, with every borough now having committed to publish a Climate Action Plan, and with many having committed to ambitious targets to meet net zero emissions in the coming years.
2. The measurement and accounting of greenhouse gas emissions is therefore a key concern for boroughs as they seek to develop these Climate Action Plans and to quantify progress

towards their targets. Both London Councils Leaders and Executive Committees have expressed their wish for a common approach across London's boroughs.

3. To help with the development of a robust, common methodology for assessing borough emissions, London Councils set up a Task and Finish Group of borough officers and the following recommendations were agreed by TEC members at the meeting on 14th October 2022.
 - Boroughs should be encouraged to calculate their scope 1, 2 and 3 council emissions using the Local Partnerships tool considering the emissions under operational control.
 - Boroughs should work together with London Councils and Local Partnerships to develop appropriate methods of calculating employee commuting, downstream leased assets, procurement, and investments, as well as considering issues surrounding waste and renewable energy, with a view to conducting the measurements in future years and encourage Local Partnerships to include these categories in its tool.
 - Boroughs should use LEGGI for reporting Scope 1 and 2 borough-wide emissions. GLA and London Councils should collaborate in order to produce an annual report on the inventory under a Memorandum of Understanding¹.
 - Boroughs should adopt the University of Leeds borough-level consumption-based emissions accounts for reporting on these emissions at the borough-wide level.
 - London Councils, GLA and ReLondon should commit to commissioning an annual integrated report on pan-London and borough-level consumption emissions.
 - Boroughs should share their emissions reporting outputs with London Councils, to enable borough-wide comparison and learning, including through the seven climate change programmes.
 - London Councils' Emissions Accounting Task and Finish Group should transition to an Emissions Accounting Working Group, meeting at least quarterly, with a remit to:
 - support boroughs in the operationalisation of emissions accounting, including data gathering, using the Local Partnerships tool, developing approaches to integrating emissions accounting with existing council performance and resourcing software, effective public communications around emissions accounting and carbon offsetting.
 - work with City of London and Local Partnerships to expand the list of scope 3 categories and integrate them into the tool
 - engage with London-based emissions data, including the forthcoming research by ReLondon, which links material flows within London to their lifecycle carbon

¹ It has been agreed with GLA officers to have an exchange of letters rather than a memorandum of understanding.

emissions and identifies emissions 'hotspots' across the supply chain. The upcoming report focuses on food and will be published towards the end of this year.

Establishment of the Working Group

4. The group now comprises officers from 21 boroughs, with good geographical spread, including representatives from inner and outer London and boroughs under the control of all three main political parties as well as representatives from the GLA, Local Partnerships, ReLondon, and the Joint Waste Disposal Authorities. The group is chaired by Simon Gilby, Principal Policy and Project Officer, London Councils.
5. Work within the group falls into three main strands:
 - i. council operations emissions;
 - ii. London Energy and Greenhouse Gas Inventory (LEGGI); and
 - iii. Borough-Level Consumption Based Emissions Accounting.

Activities to Date

Council operations emissions

6. The main focus of the work is the council operations emissions, due to the need to further understand and develop methodologies to measure Scope 3 emissions. It has been agreed by London Councils TEC that boroughs will be recommended to use the Local Partnerships tool and that the working group will collaborate with Local Partnerships in order to further develop the tool. This partnership has now been established through the Working Group.
7. Local Partnerships is continuing to work on the tool. There has been a significant increase in the formal adoption of the tool across England. 312 councils have downloaded the tool and the LGA's climate survey found that 1 in 5 local authorities are formally using the tool. Local Partnerships is planning a series of webinars in April and September to further boost engagement and is aiming to deliver detailed guidance documentation and additional Scope 3 reporting options during this year. Local Partnerships is delighted to be invited to the group and is looking forward to bringing wider national perspectives from other local authorities to help with London's work.
8. The areas requiring further methodological development or clarity are renewable energy, council staff commuting and working from home, waste and recycling, downstream leased assets, procurement, and investment. London Councils initially proposed that the different areas under investigation could be worked on in parallel in sub-groups. However, borough

officers expressed concerns that this would mean a reduced opportunity to contribute to each area. It was therefore agreed that a series of workshops would be held that would investigate each area initially with follow up being undertaken as identified by the workshop participants and agreed by the working group.

9. Borough officers' opinion was varied concerning which areas to focus attention on, however investment was considered to be a low priority, whereas officers more frequently reported concerns around measuring working from home and waste treatment.
10. London Councils officers have separately held discussions concerning procurement and investment as these are seen as particularly complex areas involving a diverse range of departments. Discussions regarding procurement are in initial stages. However, following discussions with the Society of London Treasurers (SLT), it has been provisionally agreed that a representative from SLT would lead a workstream in this area, supported by London Councils officers.

LEGGI

11. The GLA has expressed its support for the recommendations of the Task and Finish Group and reported progress on LEGGI to the working group at the initial meeting and arranged a further workshop for 9th February. At this briefing, borough officers will be invited to comment on the data and make suggestions regarding how it is best presented. London Councils and GLA officers will then work together in order to finalise and publish the report. It is currently hoped that the report will be available at the end of March.
12. The GLA particularly highlighted proposals concerning the presentation of waste management emissions; whether the emissions should be measured where waste is treated or through a per capita allocation to boroughs. It was noted that in 2018 waste emissions were allocated to the boroughs where the waste treatment was happening but that meant some boroughs had lots of waste emissions whilst others had none. This will be further discussed at the workshop in February.

Borough-Level Consumption Based Emissions Accounting

13. The initial report jointly commissioned last year between London Councils and ReLondon and launched at Circular Economy Week in June 2021, was welcomed by borough officers. However, the volume of information was felt to be difficult to easily analyse. London Councils, ReLondon and the GLA, who will be co-commissioning the report annually have had initial discussions concerning alterations to the format and possible additional analysis regarding the emissions reduction potentials of behavioural change and policy action, subject to availability of resource.

14. At a minimum, it is proposed that the data be presented in a set of around five domains such as buildings, consumer goods, leisure, nutrition, and transport, rather than the 14 categories previously listed. Each domain could then be divided into sub-domains which would be grouped at a high level (for example food could be divided into ruminant meat, poultry, fish, eggs and dairy, cereals and so on) making it easier for officials to analyse and draw lessons. The previous report had 174 categories and 307 items, which officers found difficult to examine. Reports on consumption-emissions released by C40 Cities² and the Institute for Global Environmental Strategies³, give an indication of how this might be approached.
15. The author of the previous report, Dr. Anne Owen, has received funding to measure consumption-based emissions for all local authorities in England and Wales using the methodology developed for London Councils and ReLondon last year and to develop a website to display the results. London Councils will be assisting Dr. Owen with this project and the working group will provide comments and inputs into the development of the website.
16. There has been a recent article in the Guardian⁴ claiming that London Councils is looking to develop a version of a consumption-emissions footprint measurement tool developed by the Finnish innovation fund SITRA. Discussions have been held, but no firm decision has been taken. The tool is open source but would require some technical expertise to localise it to the UK due to the different lifestyles in the two countries and differing carbon factors (e.g. emissions from electricity are different). Following the release of the tool, LB Islington informed officers that they have developed their own tool⁵ which was released at the end of January, and discussions are on-going regarding whether other boroughs maybe able to utilise their methodology.

Next Steps

17. London Councils and the GLA will work together, following the workshop regarding LEGGI on the 9th February, to release the LEGGI report by the end of March.

² <https://www.c40.org/news/new-research-shows-how-urban-consumption-drives-global-emissions/>

³ <https://www.iges.or.jp/en/pub/15-degrees-lifestyles-2019/en>

⁴ <https://www.theguardian.com/uk-news/2021/dec/03/carbon-cutting-app-aims-help-londoners-ease-net-zero-future>

⁵ <https://togethgreener.islington.gov.uk/>

18. London Councils, ReLondon and the GLA will continue to discuss the borough-level consumption emissions accounting and will organise a workshop for borough officers in due course. It is planned to commission the work during the spring, with the aim of being able to release the report during Circular Economy Week in June or London Climate Action Week in July. London Councils will support Dr. Owen in her project to develop a website to show consumption-based emissions from local authorities across England and Wales.
19. London Councils will discuss potential workshops with Local Partnerships and organise accordingly. As the GLA has signalled a change in the methodology for LEGGI concerning waste treatment, this may overlap with the measurement of waste in the Local Partnerships calculator, discussions on this specifically will therefore take place following the LEGGI workshop.
20. London Councils officers will further discuss the potential investment emissions workstream with the Society of London Treasurers.
21. The Working Group will meet quarterly to discuss progress and future direction and priorities.

Recommendations

- 5 Members are asked to
 - Note and comment on the report

Financial Implications

- 6 There are no financial implications arising from this report.

Legal Implications

- 7 There are no legal implications arising from this report.

Equalities Implications

- 8 There are no equalities implications arising from this report.

London Councils' TEC Executive Sub Committee

Transport & Mobility Services Performance Information

Item no: 07

Report by: Andy Rollock **Job title:** Mobility Services Manager

Date: 10 February 2022

Contact Officer: Andy Rollock

Telephone: 020 7934 9544 **Email:** andy.rollock@londoncouncils.gov.uk

Summary: This report details the London Councils Transport and Mobility Services performance information for Q3 2021/22 and full year 2020/21.

Recommendation: Members are asked to note the report.

Performance Monitoring and Reporting

1. London Councils provides a number of transport and mobility services on behalf of the London boroughs. These include London Tribunals, Freedom Pass, Taxicard, the London European Partnership for Transport, the London Lorry Control Scheme, the Health Emergency Badge scheme and providing a range of parking services and advice to authorities and the public.
2. Appendix 1 sets out the latest position against key performance indicators for each of the main services. This report covers Q3 in 21/22, figures for Q2(21/22) and full year 2020/21.

Equalities Considerations

None.

Financial Implications

None.

APPENDIX 1: TRANSPORT & MOBILITY SERVICES: PERFORMANCE QUARTER 2

LONDON TRIBUNALS

	Target (where appropriate)	2020/21 Full Year	2021/22 Q2	2021/22 Q3	Red / Amber / Green (RAG) rating Q3
Environment and Traffic Adjudicators (ETA)					
No. of appeals received	N/A	39,251	12,000	11,961	N/A
No. of appeals decided	N/A	32,202	10,370	9,911	N/A
% allowed	N/A	48%	45%	46%	N/A
% Did Not Contest	N/A	27%	23%	25%	N/A
% personal hearings started within 15 minutes of scheduled time	80%	N/A	N/A	N/A	*N/A
Average number of days (from receipt) to decide appeals (postal)	56 days	41 Days	32 Days	31 Days	Green
Average number of days (from receipt) to decide appeals (personal)	56 days	61 Days	42 Days	41 Days	Green
Average number of days (from receipt) to decide appeals (combined)	56 days	45 Days	35 Days	32 Days	Green
Road User Charging Adjudicators					
No. of appeals received	N/A	13,476	3,270	2,965	N/A
No. of appeals decided	N/A	12,624	2,503	3,035	N/A
% allowed	N/A	31%	37%	38%	N/A
% Did Not Contest	N/A	31%	30%	26%	N/A
% personal hearings started within 15 minutes of scheduled time	80%	N/A	N/A	N/A	Green
Average number of days (from receipt) to decide appeals (postal)	56 days	73 Days	35 Days	43 Days	Green
Average number of days (from receipt) to decide appeals (personal)	56 days	101 Days	46 Days	40 Days	Green
Average number of days (from receipt) to decide appeals (combined)	56 days	75 Days	36 Days	43 Days	Green
Overall Service					
Notice of Appeal acknowledgments issued within 2 days of receipt	97%	99%	99%	99%	Green
Hearing dates to be issued to appellants within 5 working days of receipt	100%	99%	99%	100%	Green

Number of telephone calls to London Tribunals	N/A	32,753	8,635	8,392	N/A
% of calls answered within 30 seconds of the end of the automated message	85%	98%	94%	95%	Green

Comment

ETA returned to scheduling personal hearings as face-to-face hearings by default at the start of December but are giving the option to the appellant to switch to a telephone hearing instead. It is too early to say what percentage of appellants are switching to telephone, but this will be monitored to inform further decisions on scheduling.

RUCA are still scheduling personal hearings as telephone hearings by default but are now offering appellants the option to switch to a face-to-face hearing. A limited number of face-to-face hearings for those appellants refusing to have hearings by telephone have been scheduled to take place in January.

Both tribunals continue to monitor government advice to ensure that proper planning can take place to ensure a safe environment on the return to normal service.

* This metric is not available as during the COVID19 pandemic in person hearings were not possible.

FREEDOM PASS

	Target (where appropriate)	2020/21 Full Year	2020/21 Q2	2021/22 Q3	Red / Amber / Green (RAG) rating Q3
Number of active passes at end of period	N/A	1,088,595	1,115,626	1,119,901	N/A
Number of new passes issued (BAU)	N/A	51,973	22,202	22,087	N/A
Number of passes issued (2021 Renewal)	N/A	121,124	370	134	N/A
Number of replacement passes issued	N/A	51,834	18,038	17,346	N/A
Number of phone calls answered (BAU)	N/A	133,811	46,593	44,403	N/A
% Answered within 45 seconds (BAU)	85%	79%	64%	66%	Red
% of calls abandoned	<2%	2.3%	7.4%	4.9%	Red
Customer Satisfaction Survey rating (scoring 7 or above)	75%	93%	80%	86%	Green
Number of phone calls answered (2021 Renewal)	N/A	34,243	6031	6,051	N/A

% Answered within 45 (2021 Renewal)	85%	78%	65%	65%	Red
Number of letters and emails answered	N/A	87,697	21,028	28,761	N/A
Number of emails answered (2021 Renewal)	N/A	8,804	1348	847	N/A

BAU = Business as Usual

Comment

Performance on call answering and calls abandoned remain well below target. As stated in the last report to this Committee the contractor has been issued with an improvement notice, which will remain in place until improvements are made and performance targets are achieved and sustained.

The contractor is experiencing higher than usual levels of sickness due to COVID, with some staff contracting the virus and having to isolate. In addition, others have had to isolate due to being a close contact to an infected person, which is causing issues with resourcing and their ability to meet their contractual performance targets on call handling.

Where isolating staff are able to, they have been issued with home working equipment. Although this has proved problematic as some do not have suitable home environments or broadband provision to meet these needs.

Forecasting continues to be an issue, as call traffic remains unpredictable. The contractor is working towards better forecasting, which will help them with resourcing.

London Councils officers continue to meet with the contractor on a weekly basis to monitor and support them in making the required improvements. It should be noted that customer satisfaction remains high and through our call quality monitoring process we have in place with the contractor, we are satisfied that the level of customer service provided is of a good standard.

TAXICARD

	Target (where appropriate)	2020/21 Full Year	2021/22 Q2	2021/22 Q3	Red / Amber / Green (RAG) rating Q3
Number of active passes at end of period	N/A	57,483	57,495	57,642	N/A
Number of new passes issued	N/A	3,296	1,382	1,297	N/A
Number of replacement cards issued	N/A	1,718	605	550	N/A
Number of phone calls answered at London Councils	N/A	12,209	2,879	2,334	N/A
% Answered within 30 seconds	85%	93%	98%	98%	Green
Number of journeys using Taxicard	N/A	387,104	155,259	127,043	N/A
% in private hire vehicles	N/A	3.4%	2.3%	6.3%	N/A
% of vehicles arriving within 15 minutes (advance booking)	95%	96%	95%	94%	Amber
% of vehicles arriving within 30 minutes (on demand)	95%	95%	94%	94%	Amber

Comment

We had continued to see bookings trend in line with pre-pandemic levels. However, these reduced once the Government introduced Plan B COVID restrictions on 8th December 2021, with people restricting their travel and working from home. Seasonal trend can also be attributed to the reduction in bookings during December.

The contractor continues to perform well against the vehicle arrival targets and we have seen an increase in the use of private hire vehicles (PHV's) during this quarter, which is attributed to the continued integration of the Addison Lee fleet. Due to this the contractor has also confirmed that they are currently limiting engagement with other PHV suppliers at this time.

The contractor met the target of 5% provision of PHV by December 2021. They have indicated that due to the introduction of COVID restrictions the use of taxis will be their priority, as this forms the core element of their business. This could impact on their ability to achieve the target of 10% provision of journeys in PHV's by February 2022. London Councils officer will monitor this through the weekly performance stats and bi-weekly meetings with the contractor.

TRACE (TOWAWAY, RECOVERY AND CLAMPING ENQUIRY SERVICE)

	Target (where appropriate)	2020/21 Full Year	2021/22 Q2	2021/22 Q3	Red / Amber / Green (RAG) rating Q3
Number of vehicles notified to database	N/A	27,877	8,945	9,051	n/a
Number of phone calls answered	N/A	11,951	4,327	4,627	n/a
% of calls answered within 30 seconds of the end of the automated message	85%	89%	86%	89%	Green

LONDON LORRY CONTROL SCHEME

	Target (where appropriate)	2020/21 Full Year	2021/22 Q2	2021/22 Q3	Red / Amber / Green (RAG) rating Q3
Number of permits on issue at end of period	N/A	64,496	66,189	67,537	N/A
Number of permits issued in period	N/A	17,227	4,464	4,502	N/A
Number of vehicle observations made	10,800 per year 2,700 per quarter	10,871	2,394	3,310	Green
Number of penalty charge notices issued	N/A	4,572	1,047	1,323	N/A
Number of appeals considered by ETA	N/A	66	25	18	N/A
% of appeals to PCNs issued.	Monitor only	-	*2.38%	1.47%	N/A

Comment

The core activities enforcement, administration and case consideration have continued as usual. Statistics and volumes are currently at normal levels as borne out by the figures.

TRANSACTIONAL SERVICES: DEBT REGISTRATIONS AND WARRANTS

	Target (where appropriate)	2020/21 Full Year	2021/22 Q2	2021/22 Q3	Red / Amber / Green (RAG) rating Q3
Traffic Enforcement Court: number of debt registrations	N/A	513,988	218,682	151,576	N/A
Traffic Enforcement Court: number of warrants	N/A	426,369	151,178	144,591	N/A
Traffic Enforcement Court: transactions to be processed accurately within 1 working day	100%	100%	100%	100%	Green

HEALTH EMERGENCY BADGES

	Target (where appropriate)	2020/21 Full Year	2021/22 Q2	2021/22 Q3	Red / Amber / Green (RAG) rating Q3
Number of badges on issue at end of period	N/A	4,286	4,659	4,484	NA
Number of badges issued in period	N/A	2,374	1,313	469	NA

Comment

During the end of Q1 and Q2 the backlog of applications due to having to appoint a new contractor unexpectedly was cleared, which is why the issue figure is higher in these periods. In Q3 things had returned to normal to provide a more usual set of figures. During the backlog London Councils officers advised that expiry dates were to be extended and that boroughs should not enforce on the sole basis of a recently expired permit. No issues were raised.

LONDON EUROPEAN PARTNERSHIP FOR TRANSPORT

	Target (where appropriate)	2020/21 Full Year	2021/22 Q2	2021/22 Q3	Red / Amber / Green (RAG) rating Q3
Number of Boroughs participating in EU transport funding projects	7	8	6	4	Amber

Comment

The figure is decreasing as borough participation existing projects comes to an end. The TfL funding issue and the short-term nature of any current settlements is having an impact on the activities of LEPT, specifically the ability to recruit a dedicated officer. The situation is constantly monitored, and we are working with TfL and other stake holders regarding a resolution. We are also waiting for the UK Government to formally sign up to the Horizon programme to access the next pool of funding (which the UK is still entitled to) which, until this is undertaken, is having an impact on funding accessibility.

London Councils' TEC Executive Sub-Committee

Month 9 Revenue Forecast 2021/22 Item no: 08

Report by: David Sanni **Job title:** Acting Director of Corporate Resources
Date: 10 February 2022
Contact Officer: David Sanni
Telephone: 020 7934 9704 **Email:** David.sanni@londoncouncils.gov.uk

Summary

This report outlines actual income and expenditure against the approved budget to the end of December 2021 for TEC and provides a forecast of the outturn position for 2021/22. At this stage, a surplus of £1.101 million is forecast over the budget figure. In addition, total expenditure in respect of Taxicard trips taken by scheme members is forecast to underspend by a net figure of £2.475 million, due in part to the impact of the Covid-19 on the scheme. The net borough proportion of this underspend is projected to be £1.588 million, with £887,000 accruing to TfL.

Recommendations

The Executive Sub-Committee is asked to :

- note the projected surplus of £1.101 million for the year, plus the forecast net underspend of £2.475 million for overall Taxicard trips, as detailed in this report; and
 - note the projected level of Committee reserves, as detailed in paragraph 5 of this report and the commentary on the financial position of the Committee included in paragraphs 6-8.
-

Report

1. This is the final budget monitoring report to be presented to the Committee during the current financial year. The next report will be the provisional outturn figures for the year, which will be reported to the July 2022 meeting of this Committee.
2. The London Councils Transport and Environment Committee's income and expenditure revenue budget for 2021/22 as approved by the Full Committee in December 2020, is set out in Appendix A (Expenditure) and Appendix B (Income). The appendices show the actual income and expenditure at 31 December 2021 and an estimate of the forecast outturn for the year, together with the projected variance from the approved budget. However, the budget is adjusted for:
 - the confirmation of additional system development expenditure of £382,000, funded by a transfer from the special projects reserve;
 - confirmation of payments made in relation to climate change policy work of £60,000, also funded by the special projects reserve; and
 - confirmation of the resources carried forward from 2020/21 of £141,000 approved by this Sub-Committee in July 2021.

Variance from Budget

3. The current figures indicate that the Committee is projected to underspend gross expenditure budgets by £2.477 million and post a deficit of income of £1.376 million over the approved budget target for the year. However, these figures include offsetting amounts of £2.475 million relating to payments and income for taxicard trips, making an overall projected net surplus of £1.101 million. Table 1 below summarises the forecast position, with commentary that details the trends that have emerged during the year and provides explanations for the variances that are projected.

Table 1 –Summary Forecast as at 31 December 2021

	M9 Actual	Revised Budget	Forecast	Variance
Expenditure	£000	£000	£000	£000
Employee Costs	545	835	776	(59)
Running Costs	99	255	160	(95)
Central Recharges	425	567	567	-
Total Operating Expenditure	1,069	1,657	1,503	(154)
Payments in respect of Freedom Pass and Taxicard	227,962	306,717	303,858	(2,859)
Direct Services	8,853	10,015	10,637	622
Research	-	40	40	-
System Developments	93	382	299	(83)
Other 3 rd Party Payments	-	144	141	(3)
Total Expenditure	237,977	318,955	316,478	(2,477)

Income				
Contributions in respect of Freedom Pass and Taxicard	(228,590)	(306,665)	(304,366)	2,299
Income for direct services	(8,734)	(10,514)	(11,504)	(990)
Core Member Subscriptions	(73)	(97)	(97)	-
Interest on Investments	(15)	-	(20)	(20)
Other Income	(68)	(73)	(91)	(18)
TfL Environment Initiatives	(57)	(98)	(76)	22
Transfer from Reserves	(1,131)	(1,508)	(1,425)	83
Total Income	(238,668)	(318,955)	(317,579)	1,376
Net Expenditure	(691)	-	(1,101)	(1,101)

4. The projected surplus of £1.101 million is made up broadly of the following:

- A projected overall deficit of £69,000 in respect of TEC parking traded services, after considering an estimate of the level of borough/TfL/GLA usage volumes during the first three quarters of the year. The variance is attributable to several areas.
 - Firstly, there is a projected net surplus of £7,000 in respect of environmental and traffic appeals. The estimated number of notice of appeals and statutory declarations received to up to month 8 amounts to 32,333, giving a projected number for the year of 48,500, 4,505 more than the budgeted figure of 43,995. The current indicative throughput of appeals is 3.65 appeals per hour, compared to a budget figure of 3.79.
 - Secondly, lower than expected transaction volumes for other parking systems used by boroughs and TfL over the first three quarters are projected to result in a net deficit of £101,000;
 - Finally, the other Northgate fixed costs i.e. excluding the above, are forecasted to underspend by £26,000, which reflects a lower than anticipated inflation factor applied to the annual contract increase compared to when the budget was set.
- An additional underspend of £109,000 on the cost of administering the Hearing Centre at Chancery Exchange where the above appeals are heard. This is largely as a result small savings across various expenditure codes including staff vacancy periods;
- An £83,000 underspend on systems developments, funded by the Special Projects Reserve as previously agreed by members. This is due to the timing of the work being carried out on these development priorities. Any underspend will be carried forward in to 2022/23 to complete these projects;
- There is a forecasted £59,000 underspend on non-operational staffing costs inclusive of the maternity provision, which will continue to be monitored throughout the final part of the year;

- An underspend on forecasted running costs of £95,000 is projected. This is largely due to fluctuations across a number of small supplies and services budgets;
- The level of trips made in the claims submitted by the independent bus operators continues to be impacted upon by the Covid-19 pandemic, which was reflected when setting the 2021/22 budget. Trip data for the first 9 months indicates an ongoing recovery with expenditure forecasted to be £836,000 compared to an annual budget of £1.1 million, a projected reduction of £264,000. Details of the full year claims will be reported to this Committee as part of the pre audit outturn figures in July 2022;
- A projected underspend of £91,000 in respect of the £1.518 million budget for the issuing/reissuing costs of Freedom Passes. Costs associated with this budget can fluctuate throughout the year based on activity levels. Officers will therefore continue to monitor and manage this budget during the final part of the year;
- Based on income collected to date, income receipts from replacement Freedom Passes also appear to be recovering from the pandemic and associated lockdowns. The 2021/22 revenue budget was reduced by £150,000 to reflect potentially lower levels of income. Of the £600,000 annual budget, forecasted receipts are anticipated to be approximately £793,000, net of bank charges which, along with the above projected reissue budget underspend, will be applied to the TEC committee Freedom Pass Renewal Specific Reserve;
- Based on income collected to date, receipts from Lorry Control PCN income are forecast to exceed the £1 million budget by £200,000;
- Included within the £179,000 underspend on Lorry Control Administration is a budget of £141,000 which was carried forward from 2020/21 to contribute towards a review of the service. Due to the timing of this work, it is likely that the majority of this will remain unspent and therefore a carry forward request will be made to members at the year-end in order to undertake work on the remaining review recommendations in 2022/23.
- A forecasted amount of interest on investments of £20,000.
- Environmental Initiatives income has reduced by £22,000. This is directly matched to expenditure and the reduction recognises minor delays in the work associated with climate change, particularly around the timing of recruitment of staff.

Committee Reserves

5. Table 2 below updates the Committee on the projected level of reserves as at 31 March 2022, if all current known liabilities and commitments are considered:

Table 2– Analysis of Projected Uncommitted Reserves as at 31 March 2022

	General Reserve	Specific Reserve	Total
	£000	£000	£000
Audited reserves at 1 April 2021	3,877	2,129	6,006
Transfer between reserves	-	-	-
Approved in setting 2021/22 budget (December 2020)	(726)	(199)	(925)
Carried forward amounts from 2020/21	(141)	-	(141)
2021/22 Use of Specific Reserves – Climate Change		(60)	(60)
2021/22 Use of Specific Reserves – System Developments		¹ (382)	(382)
Indicative use of specific reserves including TEC special projects		(421)	(421)
Projected Budget Surplus/(Deficit) 2021/22	817	284	1,101
Approved in setting 2022/23 budget (December 2021)	(881)	(275)	(1,156)
Estimated uncommitted reserves at 31 March 2022	2,946	1,076	4,022

Conclusions

6. This report reflects the position at the third-quarter stage in the current financial year and forecasts a surplus position of £1.101 million for the year. In addition, taxicard trips are forecast to underspend by £2.475 million, with the borough proportion of this underspend projected to be £1.588 million and £887,000 accruing to TfL.
7. The majority of the projected surplus is a net effect of various factors such as a small deficit on trading operations, an increase on projected income from replacement Freedom Passes compared to a reduced budget and Lorry Control scheme expenditure.
8. After considering the forecast surplus, known commitments and use of reserves in setting the 2022/23 budget, general reserves are forecast to be £2.946 million at the year-end, which equates to 20.6% of budgeted operating and trading expenditure of £14.290 million. This figure continues to exceed the Committee's formal policy on reserves, agreed in November 2015 that reserves should equate to between 10-15% of annual operating expenditure. There remains a level of uncertainty surrounding the

¹ Any underspend on the system developments which were previously agreed by members will be utilised in 2022/23.

Covid-19 pandemic and the impact this may have on TEC budgets. Potential unforeseen issues could still impact in the final part of the financial year and this will be detailed in the pre audit outturn figures which will be reported to this Committee in July 2022.

Recommendations

9. Members are asked to :

- note the projected surplus of £1.101 million for the year, plus the forecast underspend of £2.475 million for overall Taxicard trips, as detailed in this report; and
- note the projected level of Committee reserves, as detailed in paragraph 5 of this report and the commentary on the financial position of the Committee included in paragraphs 6-8.

Financial Implications for London Councils

As detailed in report

Legal Implications for London Councils

None

Equalities Implications for London Councils

None

Appendices

Appendix A (Expenditure), Appendix B (Income)

Background Papers

London Councils-TEC Budget working papers 2021/22
London Councils Income and Expenditure Forecast File 2021/22

	Revised 2021/22 £000	Month 9 ATD £000	Month 9 Forecast £000	Month 9 Variance £000
Payments in respect of Concessionary Fares				
TfL	275,975	206,981	275,975	0
ATOC	16,559	12,419	16,559	0
Other Bus Operators	1,100	627	836	-264
Freedom Pass issue costs	1,518	892	1,427	-91
Freedom Pass Administration	520	383	514	-6
City Fleet Taxicard contract	10,447	6,227	7,972	-2,475
Taxicard Administration	598	433	575	-23
	306,717	227,962	303,858	-2,859
TEC Trading Account Expenditure				
Payments to Adjudicators- ETA	780	669	893	113
Payments to Adjudicators - RUCA	532	326	435	-97
Northgate variable contract costs - ETA	304	233	308	4
Northgate variable contract costs - RUCA	174	59	75	-99
Northgate variable contract costs - Other	211	152	202	-9
Payments to Northampton County Court	4,000	4,709	5,000	1,000
Lorry Control Administration	911	490	732	-179
ETA/RUCA Administration	3,060	2,184	2,951	-109
HEB Administration	43	31	41	-2
	10,015	8,853	10,637	622
Sub-Total	316,732	236,815	314,495	-2,237
Operating Expenditure				
Contractual Commitments				
NG Fixed Costs	97	0	97	0
	97	0	97	0
Salary Commitments				
Non-operational staffing costs	786	530	752	-34
Members	20	14	19	-1
Maternity Provision	30	0	5	-25
	835	544	776	-59
Other Commitments				
Supplies and service	158	100	63	-95
Research	40	0	40	0
System Developments	382	93	299	-83
Environmental initiatives	144	0	141	-3
	724	193	543	-181
Total Operating Expenditure	1,656	737	1,416	-240
Central Recharges	567	425	567	0
Total Expenditure	318,955	237,977	316,478	-2,477

	Revised 2021/22 £000	Month 9 ATD £000	Month 9 Forecast £000	Month 9 Variance £000
Borough contributions to TfL	275,975	206,981	275,975	0
Borough contributions to ATOC	16,559	12,419	16,559	0
Borough contributions to other bus operators	1,100	825	1,100	0
Borough contributions to FP issue costs	1,518	1,139	1,518	0
Borough contributions to freedom pass administration	0	0	0	0
Income from replacing lost/faulty freedom passes	600	581	793	-193
Income from replacing lost/faulty taxicards	18	1	1	17
Borough contributions to Comcab	1,588	0	0	1,588
TfL contribution to Taxicard scheme	8,859	6,227	7,972	887
Borough contributions to taxicard administration	324	324	324	0
TfL Contribution to taxicard administration	124	93	124	0
	306,665	228,590	304,366	2,299
TEC trading account income				
Borough contributions to Lorry Control administration	0	0	0	0
Lorry Control PCNs	1,000	749	1,200	-200
Borough parking appeal charges	967	595	802	165
TfL parking appeal charges	118	280	378	-260
GLA Congestion charging appeal income	706	377	510	196
Borough fixed parking costs	2,051	1,537	2,051	0
TfL fixed parking costs	270	203	270	0
GLA fixed parking costs	836	627	836	0
Borough other parking services	566	343	457	109
Northampton County Court Recharges	4,000	4,023	5,000	-1,000
	10,514	8,734	11,504	-990
Sub-Total	317,179	237,324	315,870	1,309
Core borough subscriptions				
Joint Committee	46	35	46	0
TEC (inc TfL)	51	38	51	0
	97	73	97	0
Other Income				
TfL secretariat recharge	31	23	31	0
Investment income	0	15	20	-20
TfL Environment policy priorities	98	57	76	22
Sales of Health Emergency badges	42	45	60	-18
	171	140	187	-16
Transfer from Reserves	1,508	1,131	1,425	83
Central Recharges	0	0	0	0
Total Income Base Budget	318,955	238,668	317,579	1,376

Informal London Councils' Transport and Environment Committee (Virtual) – 9 December 2021

Minutes of a virtual informal meeting of London Councils' Transport and Environment Committee held on Thursday 9 December 2021 at 2:30pm

Present:

Council	Councillor
Barking and Dagenham	Cllr Syed Ghani
Barnet	Cllr Peter Zinkin
Bexley	Cllr Peter Craske
Brent	Cllr Krupa Sheth
Bromley	Cllr William Huntington-Thresher
Camden	
Croydon	Apologies
Ealing	Cllr Deidre Costigan
Enfield	Cllr Ian Barnes
Greenwich	
Hackney	Mayor Phil Glanville (Chair)
Hammersmith and Fulham	Cllr Wesley Harcourt
Haringey	Cllr Mike Hakata
Harrow	Cllr Varsha Parmar
Havering	
Hillingdon	Cllr John Riley
Hounslow	
Islington	Cllr Rowena Champion
Kensington and Chelsea	Apologies
Kingston Upon Thames	Cllr John Sweeney
Lambeth	Cllr Claire Holland
Lewisham	Cllr Patrick Codd (Deputy)
Merton	Cllr Martin Whelton
Newham	Cllr James Asser
Redbridge	Cllr Jo Blackman
Richmond Upon Thames	Cllr Alexander Ehmann
Southwark	Cllr Catherine Rose
Sutton	Cllr Manuel Abellan
Tower Hamlets	
Waltham Forest	Cllr Clyde Loakes
Wandsworth	Cllr Sarah McDermott
City of Westminster	Cllr James Spencer
City of London Corporation	Apologies
Transport for London	Alex Williams
TEC TfL Board Member	Cllr Julian Bell (LB Newham)

1. Apologies for Absence & Announcement of Deputies

Apologies:

Cllr Muhammad Ali (LB Croydon)
Cllr Johnny Thalassites (RB Kensington & Chelsea)
Alastair Moss (City of London Corporation)

Deputies:

None Given

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

60+ Oyster Card

Cllr Varsha Parmar (LB Harrow)

LGA Board Members of Environment, Economy, Housing & Transport Board

Mayor Phil Glanville (LB Hackney)
Cllr Claire Holland (LB Lambeth)
Cllr Martin Whelton (LB Merton)

North London Waste Authority

Cllr Clyde Loakes (LB Waltham Forest)

UK Cities Climate & Investment Commission (CCIC) Advisory Board

Mayor Phil Glanville (LB Hackney)

The Chair confirmed that the TEC finance reports had been moved up to the front of the agenda in order for them to be given more time to consider.

3. Re-Appointment of Environment & Traffic Adjudicator

The Committee received a report that proposed the re-appointment of one environment and traffic adjudicator under the terms of the Traffic Management Act 2004.

Stephen Boon, Acting Director of Mobility and Transport, London Councils, introduced the report. He informed members that the re-appointment of adjudicators was a statutory function of TEC. Stephen Boon said that it was proposed that Ms Belinda Pearce be re-appointed as a traffic and environment adjudicator for a period of 5-years. The Chair thanked Caroline Hamilton for her work at the appeals service during this challenging period.

The Committee:

- Noted the proposed re-appointment of Ms Belinda Pearce for a period of 5 years from 6th December 2021. *(This would be confirmed by the TEC Urgency Procedure following the meeting).*

4. Proposed Revenue Budget & Borough Charges 2022/23

The Committee received a report that outlined the revenue budget proposals and the proposed indicative borough subscription and charges for 2022/23. These proposals were considered by the TEC Executive Sub-Committee at its meeting on 17 November 2021.

David Sanni, Interim Director of Corporate Resources, London Councils, introduced the report that presented the proposed revenue budget and borough charges for 2022/23. He informed Members that the proposed level of expenditure amounted to £230.729 million. The budget expenditure and income figures had been reduced from the figures presented to the TEC Executive owing to a reduction in contributions to the Freedom Pass scheme. David Sanni said that projected TEC uncommitted reserves would be reduced to £2.651million, which included £160,000 for a new Programme Director post for Climate Change. This gave TEC a healthy and stable budget. The Chair thanked David Sanni for the clear introduction to the TEC budget, and thanked officers for their work on this very detailed piece of work.

The Committee:

Was asked to note and discuss the recommendations set out in this report. *All decisions would be made following the meeting under the Committee's Urgency Procedure:*

The proposed individual levies and charges for 2022/23 were as follows:

- The Parking Core Administration Charge of £1,500 per borough and for TfL (2020/21 - £1,500; paragraph 38);
- The Parking Enforcement Service Charge of £0.3751 per PCN which would be distributed to boroughs and TfL in accordance with PCNs issued in 2020/21 (2021/22 - £0.3596 per PCN; paragraphs 36-37);
- No charge to boroughs in respect of the Freedom Pass Administration Charge, which was covered by replacement Freedom Pass income (2021/22 – nil charge; paragraph 15);
- The Taxicard Administration Charge to boroughs of £338,000 in total (2021/22 - £338,000; paragraphs 17-18);
- No charge to boroughs in respect of the Lorry Control Administration Charge, which was fully covered by estimated PCN income (2021/22 – nil charge; paragraphs 19-20);
- Environment and Traffic Adjudicators (ETA) - charge of £29.36 per appeal or £25.55 per appeal where electronic evidence was provided by the enforcing authority (2021/22 - £27.84/£24.06 per appeal). For hearing Statutory Declarations, a charge of £23.64 for hard copy submissions and £22.88 for electronic submissions (2021/22 - £22.15/£21.40 per SD) (paragraphs 26-27);
- Road User Charging Adjudicators (RUCA) – to be recovered on a full cost recovery basis under the contract arrangements with the GLA (paragraph 28);
- A unit charge of £12 for the replacement of a lost or damaged Freedom Pass (2021/22 - £12; paragraph 10);
- The TRACE (Electronic) Charge of £7.53 per transaction (2021/22 - £7.53; paragraphs 29-35);
- The TRACE (Fax/Email) Charge of £7.70 per transaction, which was levied in addition to the electronic charge of £7.53 per transaction, making a total of £15.23 (2021/22 - £15.23; paragraphs 29-35);
- The TEC^[1] Charge of £0.175 per transaction (2021/22 - £0.175; paragraphs 29-35).

^[1] The system that allows boroughs to register any unpaid parking tickets with the Traffic Enforcement Centre and apply for bailiff's warrants.

The provisional gross revenue expenditure for 2022/23, as detailed in Appendix A;

On the basis of the agreement of all the above proposed charges as outlined in this report, the provisional gross revenue income budget for 2022/23, with a recommended transfer of £275,000 from specific reserves for previously agreed priorities, £160,000 from uncommitted reserves to fund a new Programme Director to support boroughs on climate change and £721,000 from uncommitted Committee reserves to produce a balanced budget, as shown in Appendix B; and

To consider the current position on reserves, as set out in paragraphs 52-56 and Table 8 of this report.

The Committee was also asked to note the indicative total charges to individual boroughs for 2022/23, dependent upon volumes generated through the various parking systems, as set out in Appendix C.1.

5. Concessionary Fares 2022/23 Apportionment & Settlement

The Committee considered a report that informed Members of the outcome of negotiations with transport operators (Transport for London (TfL), the Rail Delivery Group (RDG) and independent bus operators) regarding compensation for carrying concessionary passengers in 2022/23. It also sought Members' approval to the proposed settlement and apportionment of £207.516 million.

Stephen Boon, Acting Director of Transport & Mobility, London Councils, introduced the report. He said that the TfL settlement of £197.350 million amounted to a 28% decrease on 2021/22. London Councils and TfL had agreed again to undertake a more fundamental review of bus and tube journeys for the current year, which made up 93% of the settlement with TfL. Other costs included the Elizabeth Line and a 54.5% annual settlement reduction (£7.548 million for 2022/23).

Stephen Boon informed Members that the nominal fares increase at 1st March 2022 would be RPI+1%, where the RPI reference point was the July 2021 ONS CHAW inflation figure, at 3.8%. The nominal fares increase from 1st March 2022 was therefore 4.8%. There was no change in the charges for administrative costs, or Freedom Pass re-issue costs. Stephen Boon confirmed that all boroughs would receive a reduction in apportionment costs. The Committee was also asked to note the payment dates on which borough contributions were due to be made.

The Committee:

- Noted the TfL settlement of £197.350 million for 2022/23;
- Noted the RDG settlement of £7.548 million for 2022/23;
- Noted a budget for non-TfL bus services of £1.1 million;
- Noted the reissue budget for 2022/23 of £1.518 million;
- Noted the borough payments for 2022/23 of £207.516 million;
- Noted the payment profile and dates on which boroughs' contributions are paid as 2 June 2022, 1 September 2022, 1 December 2022 and 2 March 2023; and
- Noted the 2021/2022 London Service Permit (LSP) bus operators (non-TfL buses) Concessionary Scheme.

The above recommendations would be agreed by TEC Elected Officers via the TEC Urgency Procedure following the meeting

6. TfL Finance Update by TfL

The Chair said that the issue of TfL funding was a very important one to the boroughs and this linked into the proposal of the setting-up of a Transport Funding sub-group by TEC.

Patrick Doig, Group Finance Director, TfL, gave a presentation on the item, which was a shortened, up-to-date version of the presentation given to TfL two weeks ago. He said that the stark reality was a £1.5 to £2 billion funding gap if the funding situation was not addressed (there was also no longer any council funding). Patrick Doig informed Members that the Government did not intend to provide any revenue support post 2023. He said that there had been a slower recovery of passenger demand than envisaged, coupled with lower revenue and higher inflation/energy prices. There had been a lack of agreement with regards to funding between the Government and TfL, which had led to an increase in the funding gap.

Patrick Doig made the following comments:

- TfL still had a funding gap, and did not have a balanced budget, even after reductions made to bus and tube services.
- Total passenger journeys made were at 69% of post-pandemic levels. Passenger journey demand had been slower than anticipated, as had the rate of demand. The introduction of the Government's "Plan B" that advised the public to work from home again would now make this recovery even slower. The reduction in revenue from buses was smaller because they were less dependent on office workers who would be working from home as of 13 December 2021.
- Without Government funding, TfL would run out of money to fund certain workstreams by the end of this year.
- TfL had been managing the funding gap of approximately £3 billion since last year. However, further reductions for this year (£400 million) had led to TfL needing £1.2 billion in order to operate services sufficiently.
- Demand recovery remained uncertain and this was compounded by a reduction in demand over the winter months ("winter suppression"). Spring 2022 should see a return to the office, but this would still leave an 82% variance next year.
- There was a range of outcomes – every 1% variance equated to £50 million to TfL and protection was needed from these fluctuations. It was not expected that demand would recover anytime soon and this had led to a £1.5 billion reduction compared to pre-pandemic times.
- Without funding certainty for 2022/23, a number of scenarios might have to be implemented. Only projects that had already been undertaken (and were too costly to stop), or had to be implemented under a statutory obligation, would continue. No new investments to current infrastructure would be made and this would lead to a decline in core assets. There would be no new step-free access schemes, signalling upgrades or new Piccadilly fleets delivered. Tube services would also have to be reduced by 9% (fixed costs for the Tube made it more difficult for savings to be made).
- A worsening in asset performance would reduce reliability and operability over time. A service reduction to buses up to 18% would be required and a lack of funding would also considerably impact the ability for London to run and deliver the fleet of electric buses in order to help reduce carbon emissions by 2034 (without additional funding, this was unlikely to happen). This presented a stark picture overall for future investment, including the Vauxhall Cross and no future Cycleways and Liveable Neighbourhoods. All this would have an impact on the boroughs.
- Future Government support would be needed in order to avoid these scenarios, along with a new income source. TfL was looking at other options to raise income,

and the Mayor was seeking dialogue to try and resolve the budget situation. A new income stream was needed from the Mayor, along with Capital investment from Government.

Councillor Bell said that TEC needed to understand what the TfL Board knew. The Mayor was notified by Paul Scully MP that there was a deal available, although the TfL Board was not aware of this deal, and the current financial settlement ended on 11 December 2021. Councillor Bell said that the TfL Board was gravely concerned about the situation, even with the managed decline in the funding of services. The Spending Review did also not allow for any extra funding. He said that the £10 million allocated for borough safety was miniscule, especially with the stopping of improvements to junction to improve safety. Councillor Bell said that there were very serious issues that needed to be confronted.

Q and As

Councillor Zinkin asked for clarification on the funding gap (slide 4 of the presentation). He said that there appeared to be a number of items that were “non-recurring”, along with some others that appeared to be recurring (eg passenger income). He felt that there could not be £400 million funding gap going forward, taking into account the £1 billion that still existed and adding on to this £67 million, making a £1.2 million reduction. Patrick Doig said that TfL had been told to find £300 million in savings for the year as from 1 June 2021. He said that passenger demand had got back to 69%, and after that, a steady recovery was envisaged. He said that TfL now needed to wait and see what the “new normal” would look like with regards to passenger travel/demand. After that, TfL would be left with a £400 to £500 million gap left to find.

Councillor Zinkin said that he was unsure how £1.2 billion of future savings went down to £400 million (if a 1% reduction in passenger demand equated to a £50 million loss of revenue). He said that there was a need to comprehend the scale of the task. Patrick Doig said that he would circulate the full presentation to TEC after the meeting, as this would provide a much more detailed breakdown of costs. Councillor Zinkin said that this would be really helpful.

Councillor Hakata said, regarding the winter suppression, that it was difficult to envisage a worse case scenario as the country was now entering a second wave. Patrick Doig said that 15% reduction in office attendance had been built into these figures (ie the “winter suppression”). However, these figures did not include the impacts of Plan B and the instruction for the public to work from home if they can, as from Monday 13 December. This would cause an even greater reduction in passenger journeys as these new Government guidelines would generate even less fares income for TfL.

The Chair said that boroughs wanted a deal for TfL and were lobbying for this. He said that development and investment in long-term savings had not been referenced in the presentation. The Chair asked what had been looked at with regards to an assessment of permanent modal shift (a lot of work had been undertaken on Active Travel). The Chair asked whether any further funding agreements would take TfL through to this period, or whether the funding cycle would be constrained yet again.

Patrick Doig informed TEC that good progress had been made with regards to housing development, and there was a proposal to ring-fence this and make it self-financing. He said, however, that the lack of investment in infrastructure affected other projects. The work around affordable homes could be taken forward in 2022. Patrick Doig said that he had not seen the new funding deal yet and could not comment on these issues with any certainty. He said that TfL was looking at a short-term extension to its funding and officers would need to know what this would look like.

Alex Williams informed Members that there had been increases in walking and cycling. He

said though, that there had not been an analysis carried out in managed decline (e.g., in the 1980s car use became dominant and there was a concern that once investment in public transport was turned off, there would be a return to an increase in car usage). Alex Williams said that a copy of the report detailing these issues could be sent to TEC for their information. The Chair asked whether there would be an increase in tourism. He said that, from a borough perspective, there would be no new money to spend rectifying potholes and making junctions safer, which were a concern to boroughs. The Chair said that it was important to have a funding deal in place until the end of the year, and TfL should let the boroughs know if there was anything they could do to help secure this.

Alex Williams said that tourism was lagging well behind what it used to be (approximately 40% now), although it was expected to come back once people started to return to the office. Patrick Doig said that further conversations around Active Travel would be had once further details were known about the new funding deal. Councillor Ehmann asked for more details on the work that was taking place on the Silvertown Tunnel. Patrick Doig said that TfL would have to pay a penalty to the contractors should the work slip on this (several hundred million). He said that the PPP provider had been secured for the next thirty years and it would cost TfL more to cancel this project. The Chair wished TfL all the best in securing a funding deal and reiterated that the boroughs were willing to help TfL with their funding negotiations with the Government.

The Committee:

- Noted that the full presentation would be circulated to TEC after the meeting;
- Noted that the impact of the new Plan B and the return back to “work from home” as from Monday 13 December 2021 had not been factored in and would result in further reductions;
- Noted that TEC would be sent the report that went to the TfL Board on transport funding; and
- Noted that TfL should let the boroughs know if borough help was needed with regards to TfL finances etc.

7. Flood Partnerships Update

The Committee received a report that gave an annual update on the work of the seven London sub-regional flood partnerships, the Thames Regional Flood & Coastal Committee and the Environment Agency. The report also included an update on work undertaken in response to the July 2021 flooding events.

The Chair said that several TEC Members were involved in the Task and Finish group, and that Councillor Zinkin was also a TEC representative on the Thames Regional Flood and Coastal Committee (Thames RFCC).

Katharina Winbeck, Strategic Lead, Environment and Transport, London Councils informed Members that Sam Nicholson from the Environment Agency (EA) was unable to attend the TEC meeting today and that she would take any questions that TEC had back to the EA. She said that the report was an update that went to TEC at this time every year. Katharina Winbeck said that the flooding situation that occurred in England on 21 July 2021 was made worse by a severe (local) weather events and had had a devastating effect on people's livelihoods. Flooding partners had come together to try and address the underlying causes of this (ie adopting a strategic approach). She said that a much more detailed report would be presented to the TEC Executive Sub Committee on 10 February 2022, along with recommendations and an action plan.

Councillor Zinkin said that he had a number of anxieties about the report. He felt that no communications had taken place in lead authorities, and their partnerships and the information in the report was out-of-date by approximately six months. Councillor Zinkin said that the West region of the Thames RFCC had received a significant grant (£6 million) and this was not even mentioned in the report. He felt that examples of cross-borough working and combining SUDs had fallen off the radar. Councillor Zinkin said that although the recommendations of the Task and Finish group had been picked-up, there were modifications made from the group that had not been referenced at all. He informed Members that the Task and Finish group had identified some fundamental issues. For instance, Defra and the EA themselves did not want the EA to act as co-ordinator but the Task and Finish group did want the EA to co-ordinate this work. Councillor Zinkin said that none of this had been reflected in the report. He felt that more discussions needed to take place with the EA to set it more in tune with the current reality and to not give out-of-date information.

Katharina Winbeck said that the report was a joint effort between the EA, TRFCC and the sub-regional partnerships. She said that officers would ensure that the political representatives from the sub-regional partnerships were included in future reports and that the recommendations from the Task and Finish group were updated. Katharina Winbeck apologised for the recommendations not being as current as they should be, which was a timing issue.

The Chair informed Members that a meeting had taken place with the Thames Water customer service team, and discussions had taken place regarding the challenges that Thames Water were facing. He said that there was now a need to flag-up how these relationships with Thames Water could be improved. Councillor Loakes said that Mike Woolgar was leading the independent review on behalf of Thames Water and details of this would be sent to all TEC Members once complete. A report should be available by June 2022. The Chair said that it would be really helpful to engage with this and take this forward.

The Committee:

- Noted that a detailed Task and Finish Flooding report would be presented to the TEC Executive Sub Committee on 10 February 2022. This report would include recommendations and an action plan; and
- Noted that members would be included in the requests for sub-regional partnerships in the future and that the recommendations from the Task & Finish Group would be updated.

8. Chair's Report

The Committee received a report that updated Members on transport and environment policy since the last TEC meeting on 14 October 2021 and provided a forward look until the next TEC meeting on 24 March 2022.

The Chair introduced the report that detailed work carried out by the Committee since 14 October 2021, including COP26 and events leading up to this, discussions with the Government and TfL regarding the funding deal and the wider relationship with the Department for Transport (DfT) and levelling-up. The report also mentioned the good public affairs work on speeding enforcement, which was not where boroughs wanted to currently be but was having an impact (TEC would continue to work with MPS on this). The report also outlined the good work that was taking place on EV infrastructure and the UK power networks, and also what was happening with the speeding trial in the borough of Wandsworth.

The Chair said that waste and recycling was not included in the update, although some reassurances had been received on the impact of the waste policy changes on London. He thanked London Councils' staff that had worked on Climate Change in particular, and noted that TEC funds (reserves) were being used to continue the ongoing work on this and was looking to attract extra resources.

Councillor Bell said that the issue of speeding enforcement had been raised with the TfL Board, under The Commissioner's Report, and also the Safety Sustainability and HR Panel that he sat on. He said that the Wandsworth pilot was proceeding positively, and further discussions on speeding enforcement would be taking place at TfL. The Chair said that an update on the Wandsworth pilot should have been put in the Chair's Report.

Councillor Huntington-Thresher said that the borough of Bromley had a large number of green spaces. However, the scoring levels used by Parks for London from residents that used these parks and green spaces were not representative of their views or experiences (residents of Bromley were highly appreciative of these green spaces). The Chair said that the scoring matrix was very complex. Katharina Winbeck said that she would take these scoring queries back to Parks for London and get an answer to this.

The Committee:

- Noted that an update on the London Borough speeding enforcement trial that was taking place in Wandsworth should have been mentioned in Chair's Report; and
- Noted that the issue of scoring levels by residents would be taken back to Parks for London

9. Transport Funding Sub-group

The Committee received a report that sets out arrangements for a London Councils Transport and Environment Committee Sub-Group on Transport Funding

The Chair informed Members that a shadow meeting of the Transport Funding sub-group had taken place on Tuesday 7 December 2021. Katharina Winbeck said that transport funding was vital for the green and economic recovery. The sub-group had met to discuss its Terms of Reference and membership, and to also look into short, medium and long-term issues and the timings of sub-group meetings. Katharina Winbeck said that an urgent meeting might need to be convened depending on what the outcome was on the negotiations taking place this weekend with regards to TfL funding.

Councillor Zinkin said that a number of views (different perspectives) had been expressed at the first sub-group meeting. He said that a letter had been written by the London Technical Advisers Group (LoTAG) regarding TfL funding issues and this letter had summarised these very well. Councillor Zinkin said that it would be beneficial to ensure that the sub-group and TEC were made aware of what LoTAG was doing. Councillor Holland said that she had not seen the letter from LoTAG yet and said that it would be useful if it could be sent to TEC Members. She said that the shadow sub-group meeting was a good start but it was difficult to be too specific at this meeting without having any details of the new TfL funding deal.

Councillor Holland said that it would depend on what the funding deal was this weekend as to whether the sub-group needed to meet urgently next week or in January 2022. She said that there was a lot of uncertainty around the TfL funding but was grateful to officers for setting-up the new sub-group. Councillor Holland said that she was looking forward to reading the LoTAG letter. The Chair thanked colleagues for taking on this additional sub-group.

The Committee:

- Noted that the timings of sub-group meetings was discussed (the next meeting of the sub-group was dependent on what the outcome of the next Government funding deal was to TfL on 11 December 2021);
- Noted that TEC would be sent the letter from LoTAG regarding TfL funding;
- Noted the proposed setting up of a Transport Funding sub-group of TEC; and
- Noted the proposed membership and Terms of Reference of the sub-group

The above proposals would be agreed by TEC Elected Officers via the TEC Urgency Procedure following the meeting.

10. Climate Change Strategy

The Committee received a report that provided Members with an update on London Councils' climate advocacy work in the run up to COP26, work on emissions accounting and progress made against the seven climate change programmes. The report also outlined the refreshed Government climate policy suite and key outcomes of COP, and concluded with considerations for evolving London Councils' Climate Change Programme Strategy.

The Chair said that a similar report had been presented to the London Councils' Leaders Committee on 7 December 2021. He said that London Councils wanted to concentrate on all seven programme themes and was in this for the long-haul. The Chair said that this had a unique a framework and was "one of kind" in the country. He said that it had been agreed to invest more into this. The Chair thanked Katharina and Kate Hand for all their work and commitment on climate change.

Kate Hand, Head of Climate Change, London Councils, introduced the report, which covered a broad range of climate change workstreams. She informed members that following the report on Emissions Accounting discussed at TEC's October meeting, a working group had been set-up to progress further work in this area and this would meet in January 2022, with the outcomes brought back to TEC. Strong engagement in all programmes had taken place by most of the boroughs. Kate Hand said that six out of the seven programmes would have an action plan in place by the end of the year, and this would allow work on the programmes to move forward in 2022 and be implemented. Kate Hand noted that a number of boroughs – in addition to those leading the seven programmes – had agreed to be sub-leads. However, she said that the issue of finances and funding was a big concern for the boroughs and London Councils, and that officers would continue to lobby Government on what the boroughs need to take this work forward.

Kate Hand said that London Councils would be updating its climate change strategy to take account of external and internal change, and that it would aim to reach new audiences with refreshed policy priority, based on strong evidence. Green financing and programme management will also be priority areas. Kate Hand said that there was a need to continue to make the climate change case to Londoners through communications to help them transition to sustainable lifestyles, and work with councillors with wider portfolios. The Chair said that collaborative working included the Mayor, GLA and sub-regional partnerships. He said that he was aware of the problems that boroughs were having around financing this work.

Councillor Holland thanked Kate Hand for the update on the climate change work TEC was undertaking. She said that local authorities were leading on climate change work and this progress at a local level had been very well received. She said that working collaboratively, in partnership and avoiding any duplication of work was the key to the

success of these programmes. The Chair said that TEC valued working with councillors and including housing and schools in this work and keeping leaders involved.

Councillor Zinkin asked how all the work on the programmes would be brought together into a coherent whole. He also wanted to know how all this work would be captured in terms of outputs. Kate Hand confirmed that there would be action plans from the programmes, along with online information on leading practice which would be shared with TEC. This information would be available on the website in January 2022. Work was also taking place through on the Climate Oversight Group, which had productive meetings and involved the directors of programmes. The group was feeding back into the programmes to ensure that we did not operate in silos. With regards to the seven programmes, Kate Hand said that connections were being made and there was a need to see what the delivery of these programmes looked like. She said that these were evolving and ground-breaking programmes and progress would be reported back to TEC on a regular basis.

Councillor Zinkin said that it seemed logical that the output and actions of the programmes be brought back and captured through TEC. Kate Hand said that she would bring back a report on these actions and outputs to the next TEC meeting. The Chair also asked whether this work would be frozen before the local elections in May 2022. Stephen Boon said that London Councils' Corporate Management Team would be actively considering how to maintain momentum on climate change, over the pre-election period and beyond.

The Committee:

- Noted that six out of the seven programmes would have an action plan by the end of 2021;
- Noted that action plans from the programmes would be available on the website in January 2022; and
- Noted that a report would be brought back to the next TEC meeting outlining the actions and outputs.

11. Traffic Signals Maintenance Budget

The Committee considered a report that set out the forecasted costs to boroughs of maintaining traffic signals in London in 2022/23 and sought agreement to the apportionment of those costs to each authority.

Stephen Boon introduced the report on the traffic signals budget, which was a statutory function of TEC. He said that traffic signals costs had increased from the previous year, which was predominantly due to an increase in energy costs and more performance bonuses paid out due to lower levels of maintenance during the pandemic. Stephen Boon informed Members that adjustments had been made to the costs attributed to the Royal Borough of Kensington and Chelsea, which had been sent out in a revised Appendix 3 for boroughs to note.

The Chair said that there were issues with regards to the time it took explain traffic flows and to restore traffic lights. He said that there was a need to look at how to invest in this and take this forward as this was not just about traffic maintenance. Alex Williams asked whether this related to new signalling schemes. The Chair said that the phasing of traffic lights could alter and that there was no longer equal phasing. Stephen Boon said that he would discuss the issue of the phasing of traffic lights with officers in the borough of Hackney.

The Committee:

- Noted the total cost to boroughs for maintaining traffic signals in London for 2022/23, which was £12,536,573.42 as shown in Appendix 1; and
- Noted that this cost would be apportioned between boroughs based on the agreed formula and transition arrangements, as shown in Appendix 4.

The above costs for maintaining traffic signals would be agreed by TEC Elected Officers via the TEC Urgency Procedure following the meeting.

12. Items Considered under the TEC Urgency Procedure

Members considered a report that detailed the TEC Urgency Procedures that were sent to TEC Elected Officers following the TEC meetings listed below:

- TEC Meeting held on 14 October 2021 (the Urgency Procedure containing the items sent to TEC Elected Officers for approval is attached).
- TEC Executive Sub Committee Meeting held on 17 November 2021 (the Urgency Procedure containing the items sent to TEC Elected Officers for approval is attached.)

The Committee noted the TEC Urgency Procedures that were sent to TEC Elected Officers for approval following those meetings.

13. Minutes of the TEC Executive Sub Committee Meeting held on 17 November 2021

The Committee noted the minutes of the TEC Executive Sub Committee meeting held on 17 November 2021.

14. Minutes of the TEC Main Meeting held on 14 October 2021

It was noted that the following comments in red italics were made from ReLondon and not from Cllr Huntington-Thresher:

Item 4 (Re-London Update – Q and As) Councillor Neden-Watts said that she understood the charges for the services provided, but queried how much it would raise and how the funding would pan-out. *Liz Goodwin* said that funding would be provided on a third public, a third private and a third commercial basis which amounted to small amounts of money spread among many clients.

Antony Buchan said that the next recycling campaign would specifically target the 16 to 34 year old age group. He said that the campaign would be very digitally targeted, and this would assist local authorities to maintain their recycling rates. *Antony Buchan* said that he was passionate about the circular economy and felt that it was important to pick-up on these local points.

The Committee noted the minutes of the TEC Main meeting held on 14 October 2021. The minutes of this meeting would be agreed via the TEC Urgency Procedure following the meeting.

The Chair wished Members and officers a merry Christmas and reiterated his thanks to all the front line transport workers for their work during these challenging times.

The meeting finished at 16:23pm

INFORMAL MEETING OF THE LONDON COUNCILS' TRANSPORT AND ENVIRONMENT EXECUTIVE SUB COMMITTEE (VIRTUAL)

Minutes of an informal virtual meeting of the London Councils' Transport and Environment Executive Sub Committee held on 17 November 2021 at 14:00pm

Present:

Mayor Phil Glanville	LB Hackney (Chair)
Councillor Peter Zinkin	LB Barnet
Councillor Krupa Sheth	LB Brent
Councillor Huntington-Thresher	LB Bromley
Councillor Johnny Thalassites	RB Kensington & Chelsea
Councillor Martin Whelton	LB Merton
Councillor Manuel Abellan	LB Sutton
Councillor Julian Bell	Transport for London Board (LB Ealing)

1. Apologies for Absence & Announcement & Deputies

Apologies for absence were received from Councillor Muhammad Ali (LB Croydon), Claire Holland (LB Lambeth), Councillor Sophie McGeevor (LB Lewisham), and Alastair Moss (City of London Corporation).

2. Declarations of Interest

There were no other declarations of interest other than those listed at agenda item 2.

The Chair reminded Members that this was an informal meeting of the TEC Executive Sub Committee, and any decisions would be agreed by the TEC Elected Officers, through the TEC Urgency Procedure following the meetings. He confirmed that the meeting was not being livestreamed. The Chair said that it was important to mention the incredible amount of work that had been carried out on Climate Change leading up to COP26. He informed Members that the Mayor of London was now the Chair of the C40 Network.

3. Talk by Shirley Rodrigues, Deputy Mayor for Environment & Energy

Shirley Rodrigues, Deputy Mayor for Environment and Energy, GLA, introduced the item and made the following comments.

- C40 was a global network that had a membership of over 100 cities and was put in place to ramp-up the work of Climate Change in these cities.
- Although the COP Agreement was not without some disappointments, it had also agreed to cap temperature increases to 1.5 degrees, instead of 2 degrees.
- Reducing the use of fossil fuels had also been discussed and had received collective support.
- It had agreed to cut global emissions by half by 2030, which was great news. There was less than 70 to 80 months left to achieve this, which presented big challenges.
- The Mayor was currently looking at a number of areas around emissions, including "Breathe London". One of the focuses was on global southern cities.

- The ULEZ extension had been in operation for one month now and had resulted in a doubling of compliance. A more detailed report on ULEZ compliance would be released in due course.
- Fewer vehicles were being charged the ULEZ fine, with 110,000 less vehicles exceeding the air pollution limit. Air pollution was being driven down in London and the Mayor was continuing with this work. The Mayor was also putting planning guidance in with regards to air quality.
- Launch of EV plan (2030 Strategy) – feedback was now out with stakeholders. London is leading the way and has more than 30 per cent of all public EV charging points in the UK. The Government plan is to phase out combustion engines by 2030, and London is well on course to achieve this.
- Details of the EV Infrastructure Delivery programme included the identification of public land to deliver EV charge points. GLA and local authority land would help to support this as well.
- Boroughs will be invited to work with TfL to deliver EV charging points with public and private investment. A good spread of these was needed throughout London, especially in outer London.
- A Retrofit Summit was taking place in spring 2022, before the London local elections and would showcase retrofitting activities by the partners. Targets out of the summit would be to inspire Londoners and to accelerate retrofitting in London. This was being pulled together to make this issue more visible and used to lobby Government.
- A bad winter for Londoners was forecast, with fuel poverty on the increase, The GLA was looking at ways to reduce fuel bills for Londoners.
- A great deal of discussion had taken place on surface water flooding (including with Mayor Glanville and Councillor Zinkin) and an interim review would be published on this.
- Consultation was taking place with Thames Water, along with mapping being carried out at a borough level. There was a fear that the recent flooding events that had taken place in New York could happen here in London. An interim report would be taken to the TEC Executive Sub Committee meeting on 10 February 2022. Fiona Twycross, Deputy Mayor for Fire and Resilience, GLA, would be working with boroughs on this.
- There was a lack of funding for the strategic plan, which had been raised with the Thames RFCC and the Environment Agency. A response to this had not yet been received.

Q and As

The Chair thanked Shirley Rodrigues for the succinct overview of the environmental work currently being undertaken by the GLA. He said that surface water flooding was an issue and the mapping by local flood authorities and strategies was on track. The Chair said that his borough of Hackney was part of the mapping and accelerating retrofitting. He said that live data information was now needed in order to progress with this. The Chair said that the borough of Hackney might be a good case study to start looking at this.

Councillor Zinkin said that the Thames Water Committee would be a good place to start with regards to local flooding. He informed Members that there was money available for this. Councillor Zinkin said a more serious issue was the way by which the partnership operated. He felt that there needed to be more focus on housing as well as infrastructure. Councillor Zinkin said that he had asked Robert Van de Noort to raise this issue, as real change was required. He informed Members that the Thames RFCC had around £1 billion to spend over the next 6 years, and there was a need to use these funds to the best effect. Shirley Rodrigues said that the issue of

infrastructure was being looked at in the group and a letter would be sent to George Eustice MP and others regarding these matters. This letter would be shared with TEC. The Chair said that TEC had met with Baroness Vere and Michael Gove MP, where the issue of flooding had been raised. He said that pressure needed to be put on Thames Water when it came to dealing with flooding.

Councillor Abellan voiced concern about the ULEZ boundary being “tweaked” in the borough of Brent. He felt that clarification was needed as to whether the boundary was being altered due to traffic management reasons and not for the Ikea store. Councillor Abellan also asked whether the scrappage scheme for low-income households was still taking place. Shirley Rodrigues said that the scrappage scheme was still open to low-income households until the money ran out. She advised people to get their scrappage applications in as soon as possible. Shirley Rodrigues said that she would look into any boundary tweaks with regards to the ULEZ and the Ikea store in Brent.

The Chair said that EVs were a success story for London and would be discussed later in the agenda. He said that the use of public and adjacent land for EVs/charging points was now getting down to a borough level. The Chair said that there were already models out there (eg making borough fleets electric etc). He said that he was proud of the work that had taken place so far and was keen for this work to continue. Shirley Rodrigues said that it was important for funding to continue and to also obtain private sector funding. She said that there was not a great deal of public land that could be used for EVs, and boroughs should make the best use of what was available. Shirley Rodrigues said that shared access to EV charging points was required and TfL would speak to local authorities about this.

Councillor Zinkin felt that there seemed to be an important piece of the debate that was missing. He said that the success of EVs was dependent on electricity infrastructure. Councillor Zinkin said that conversations had taken place with UK Power Network, who had said that there were not enough sub-stations to make it all work. He said that there were also issues over electricity supply constraints and whether EV charging points were being put in the right places. Shirley Rodrigues said that these were valid points. She said that discussions had taken place with the UK Power Network Chief Executive regarding possible supply issues. The business plan was out for consultation, and there was a need to reflect the Mayor’s aspirations and to increase EV deployment.

Shirley Rodrigues said that there was a need to see more investment in electrification, and she could ask GLA officers to discuss this with Katharina Winbeck and her team, if required. Councillor Zinkin said that he was struggling to see where all the pieces fitted together when it came to EVs. The Chair said that retrofitting, the Recovery Board and NHS were moving forward with this. Shirley Rodrigues said that funding from C40 to support developing cities was available, but there was a need to press our own UK Government with regards to EVs. She said that “Template 100”, from Denmark could be rolled out, along with the sharing of best practice. Shirley Rodrigues said that she would follow-up any outstanding issues with Katharina Winbeck.

The TEC Executive Sub Committee:

- Noted that letter being written to George Eustice MP would be shared with TEC Members;
- Noted that the GLA would find out the details of the boundary “tweak” with regards to the IKEA site;

- Noted that TfL would speak to local authorities, via GULCS, about shared access to EV charging points;
- Noted that Shirley Rodrigues would share details of best practice and Template 100 (Denmark) and would follow-up this and any other issues with Katharina Winbeck.

4. TfL Board Update

Councillor Julian Bell gave a TfL Board update and presentation to the TEC Executive Sub Committee. He made the following comments:

- Demand for public transport continued to rise as confidence in using public transport was growing. Bus ridership now averaged around 77% and higher at the weekend (88%). Many people were still working from home on Mondays and Fridays. Tube ridership was 70% at the weekend.
- Football was higher last weekend than before the pandemic, although this had not been reflected in tube ridership.
- The use of face masks was not required on National Rail services, but they were on the Tube. Uniformity was needed otherwise there would be a lack of compliance, especially if people could not be fined if they did not wear face masks. This issue had been raised at TfL Board level. 40% of passengers were not wearing masks on the Tube, and a national change of view was needed.
- More people were now cycling (Santander cycle hire), perhaps assisted by a milder November than usual. Road traffic levels on the TRLN were up by 94% and were almost back to the pre-pandemic level (this needed to be monitored owing to the detrimental effect this had on air quality).
- The TfL Finance Committee was due to meet shortly. The implications of the Comprehensive Spending Review (CSR) would be circulated to borough finance officers.
- TfL Government funding expired on 11 December 2021. In January 2021, a TfL financial sustainability plan up to 2023/24 was put forward that had a number of different scenarios in it. One was on a Green Recovery that was in line with Government policy. This was part of the Mayor's CSR and there was disappointment that this had not been taken forward in the CSR.
- TfL still required a £1billion per annum and there was no let-up in pressure for TfL to raise this from 2023 onwards. This was a challenge and TfL received little out of the CSR. Discussions were continuing with the Department for Transport. The Board was due to get an update, although nothing had been heard about this from the Government yet.
- 87 per cent of vehicles complied with the ULEZ scheme on the day the expansion went live. Reports on the key data would be published after 1, 6 and 12 months, and a cloud-based software system had been deployed, along with 900 new cameras.
- There would be a 4 per cent reduction in bus network services (frequency), as a result of funding challenges for TfL and a change in demand for bus services in central London. There would, however, also be changes to some bus routes.
- A "Bus Action Plan" had been launched with five key priorities, including safety and security, customer satisfaction and connections. TfL was looking to present the action plan by the end of November 2021, although this might be pushed back because of the 11 December deadline in Government funding to TfL.

Q and As

Councillor Bell said that a meeting had taken place with Heidi Alexander (at Party Conference), with regards to buses and the need to work with the boroughs on this. The Chair felt that no real steer had been given with regards to the changes and reduction in bus services, and there was no real level of agreement around these changes. He said that there was acceptance with regards to the issues around bus services in central London.

The Chair asked whether anything was being done to manage the effects of weekend and mid-week peaks in bus service usage, especially around overcrowding on Saturday afternoons. He felt that some provisions might need to be shifted as well. Councillor Zinkin felt disappointed that there was a lack of recognition on how bus users felt regarding the services. He said that more discussions had taken place around the people that worked on buses, like ensuring there were toilet facilities and food etc, rather than the passengers. Consultations were taking place with bus users, but their views were not being listened to.

Katharina Winbeck thanked TEC for the feedback. She said that TfL did want to publish the Bus Action Plan, and people needed to be consulted on this and kept engaged. She said that TEC needed to be part of these conversations and the points that had been made would be referred to TfL colleagues.

Councillor Thalassites felt that the boroughs had not been consulted on the reduction and frequency of bus services. He voiced concern that buses were low down on the list of TfL priorities. Councillor Thalassites said that the Royal Borough of Kensington and Chelsea had already had eight bus routes cut, and the messages were simply not getting through. Councillor Bell said that there appeared to be a deep rooted culture in TfL when it came to altering bus services. He said that it was important for TfL to consult with the boroughs on changes to bus routes as well as bus frequency reductions. Councillor Bell said that the boroughs needed to be consulted on all changes that were taking place with bus services and would take these issues back to TfL for further discussion.

Councillor Bell said that he had not seen anything to reflect an alignment of resources with regards to the new busy peak times. He said that TfL was still waiting to see what the new “normal” was with regards to service take-up. Councillor Bell informed Members that the Government had wanted to do a review on this in July 2021, but TfL had said that this was not the right time and that September 2021, at the earliest, would be more appropriate. He said that this would also be fed back into discussions with TfL.

Councillor Bell informed Members that, with regards to the new Elizabeth Line, the final complex stages of the trial running were taking place, with 12 trains running every hour. Seven new stations had been handed over from Crossrail to TfL and preparations for Trial Operations would be taking place by the end of November 2021 to the end of Christmas. The trials/ops would be ramped-up in the new year. Councillor Bell said that the window for completion had slipped from February 2022 to June 2022.

Councillor Bell said that TfL wanted to continue with the funding of Taxicard, although this was in limbo at the moment owing to the uncertainty around Government funding to TfL post 11 December 2021. He informed Members that there was also no current information with regards to re-instating the 60+ Oyster card before 9am.

The Chair thanked Councillor Bell for the presentation, which Alan Edwards would circulate after the meeting. He said that a constructive meeting had taken place with the Minister on TfL funding points. Councillor Zinkin felt that a cultural change was needed when it came to the people that dealt with bus services. The Chair said that he would let TEC have all the feedback again from the meetings that had taken place. Councillor Abellan said that support was needed from the Board for boroughs like Sutton with regards to LIP funding. He felt that the delivery of the Mayor's Transport Strategy was currently being hindered. Councillor Bell said that he would be happy to take this and the other issues discussed back to the Board, and would update TEC on TfL's position after the CSR.

The TEC Executive Sub Committee:

- Noted that details of the Comprehensive Spending Review (CSR) would be circulated to borough finance officers;
- Noted that Councillor Bell would take back to the TfL Board the issue on LIP funding commitment to the boroughs; and
- Noted that the presentation would be circulated by email to TEC Executive Members by Alan Edwards.

5. Electric Vehicle Infrastructure Coordination

The TEC Executive Sub Committee received a report that gave details of the coordination function that was created to facilitate and oversee charge point installation at a pan-London level, which provided support to London boroughs to maintain the delivery momentum of the Go Ultra Low Cities Scheme (GULCS) and accelerated the transition to zero emission vehicles. The paper also provided a progress overview of the coordination activity.

Claudia Corrigan, Senior Lead, EV Infrastructure Coordination, London Councils, introduced the report, which was an overview to EV coordination across the boroughs, and made the following comments.

- Progress was key, with an increased number of charge points - more than 5,000 EV charge points had now been delivered across the Capital, and EV uptake had also increased. One in eight vehicles were electric in 2020 and this would increase in 2021/22.
- Analysis conducted over a twelve-month period (to September 2021) showed a marked increase in EV uptake and utilisation of charge points.
- Public funding was available through the On-Street Residential Charge Point Scheme (ORCS) and more than £6m had been secured by 14 London boroughs to deliver an additional 1,500 charge points by March 2023.
- 75% of capital costs for delivery are available to boroughs. London Councils had worked with operators to secure 25% in match funding for all boroughs. The funding had a time limit and had to be allocated by March 2022. Funds were allocated on a "first come, first served" basis, and boroughs were encouraged to submit their bids by the end of the current calendar year.
- TfL had published a draft summary of the London 2030 Electric Vehicle Infrastructure Strategy (EVIS), which was a joint consultation. A draft survey was available online on the TfL website and provided a useful overview of updated forecasting (up to 40 to 60% extra charge points were forecasted by 2030).

- There was a commitment to have forecasting on a more granular level, from 2022, to help boroughs understand what was needed. TfL would set up a working group and all boroughs were welcome to join this group (borough officers to let TfL know who was interested in joining).
- London Councils facilitated an EVIS workshop with TfL in early November 2021 that was attended by more than 40 borough officers. Work stream on rapid charging on GLA land, and then at a borough level, was also taking place, although no timescales were available yet (there was a need to identify where this land was).
- TfL was also committed to a new procurement mechanism to deliver more longer-term procurement solutions, including access to private investment .
- Office for Zero Emissions Vehicles (OZEV) had launched a draft consultation on 29 September 2021 (one of five), where they asked views on whether to deliver four new powers, (a response was drafted by London Councils and needed submitting by Monday 22 November).
- The first proposal including a *statutory obligation to plan for and provide charging infrastructure on local authorities* or District Notice Operators (DNOs). The response recognised the benefit to the delivery of charge points and made recommendations to deliver by a collaborative approach, which was proactively supported by central government, and referenced progress in London. A more flexible approach was suggested (similar to Active Travel), and to develop a plan to promote support.
- The second proposal was a *requirement to install charge points in non-residential car parks*. The response was clear that any provision would be coordinated with other plans rather than standard recommendations.
- The third consultation response was to the *new powers to support the delivery of the Rapid Charging Fund*. Government would be asked to consider extending the fund to support local authority delivery of rapid charge points in London, particularly if the non-residential car parks provision was mandated.
- The fourth consultation response was *requirements to improve the experience for electric vehicle consumers*, where proposals identified to improve the consumer chargepoint experience were supported and their importance recognised in sustaining and accelerating the switch to EVs. User experience would be looked at along with customer service.

The Chair thanked Claudia Corrigan for all the hard work that had taken place on EV infrastructure. He voiced concern, however, that pavements could become cluttered with cables being put across them. The Chair also asked whether there was anything in the consultation regarding data points and whether the debate on data points would be taken forward. Councillor Zinkin said that the UK Power Network (UK PN) did not have enough power to deal with these issues and were less clear on supplying streets. He felt that officers needed to start thinking about these issues, which needed to be more nuanced. The diversity of boroughs also needed to be reflected (the London Borough of Bromley was so large that it had car parks that were spaced miles apart). Officers needed to contact Councillor Huntington-Thresher to discuss the issues that Bromley had and the need to be proportionate (eg where the rules were inappropriate).

Councillor Huntington-Thresher said that parts of the Borough of Bromley were very rural, with some lanes being miles long and with no street-lighting or electricity connections. He said that installing EV charge points in these car parks would be a burden on the borough. Councillor Huntington-Thresher said that some strong caveats would be required and the Government would need to ensure that any burdens imposed would need to come with some funding to help with this. Claudia

Corrigan thanked Members for the very useful feedback. She said that officers were trying to get these points across. There was currently no standard provision for EV points across car parks and a holistic view was needed from place to place.

Claudia Corrigan said that, regarding the issue of energy capacity and UKPN, there were challenges at a local level and this would need to be picked-up on. She said that a great deal of information had been provided with regards to data sharing, although this needed to be shared in a consistent way. Claudia Corrigan informed Members that details on a national data sharing would be published in 2022 and would likely focus on location and availability. Claudia Corrigan said that there were issues of public data sharing in London due to commercial sensitivity, and the publication of the less commercially sensitive data is being investigated with LOTI.

Claudia Corrigan said that the charge points would not add to street clutter, although the issue of minimum widths and access would be looked at again. She said that there was a recommendation about free-standing charge points and minimum requirements on pavements.

The TEC Executive Sub Committee:

- Noted that the final response to the OZEV zero emissions vehicle consultation was required by Monday 22 November 2021, incorporating comments from Members;
- Noted that officers needed to start to consider the diversity of boroughs when it came to supplying charge points in streets etc (eg some of LB Bromley's car parks were rural, had no electricity supply and it was not practical to have charge points); and
- Noted that the issue of energy capacity would be picked-up.

6. Transport Funding Sub Group

The TEC Executive Sub Committee received a report that set out arrangements for a London Councils' Transport and Environment Committee Sub-Group on Transport Funding.

The Chair informed Members that a steer had been received from Leaders' Committee to explain in more detail how transport funding worked. Katharina Winbeck said that Members wanted to have an oversight on transport funding in the future and how they could influence some of those discussions. She said that the subgroup would need to be signed-off by the full TEC meeting on 9 December 2021, and membership of the group would need to be in place by then. The Transport Funding Subgroup would discuss infrastructure and would feedback into transport priorities. The Chair said that there was a need to know where funding with regards to LIPs was going. Also, a four-year strategic direction (long-term) came through from Leaders.

The Chair said that a mixture of boroughs needed to be represented on the subgroup in order to get a real balance of views. Councillor Zinkin said that quarterly meetings of the subgroup would probably be appropriate, although he felt that discussions needed to take place regarding what this group was for and what it was going to achieve. Discussions needed to take place once the group was formed, especially about the group's terms of reference. Councillor Zinkin said that a great deal was currently going on with regards to TfL funding. He said that there was £100million in

Active Travel funding which was initially split 60 per cent for boroughs and 40 per cent for TfL, but now appeared to be the other way around.

The Chair suggested that the TEC Executive Sub Committee be the main voice on behalf of the Transport Funding Subgroup. Councillor Zinkin said that the terms of reference would be quite broad and the subgroup would need to fit in with the existing framework. The Chair asked whether there was any value in writing to TfL to recognise the role of the boroughs in this. Katharina Winbeck said that a shadow meeting of this subgroup could be convened, along with a follow-up letter to Baroness Vere in order to make borough voices heard again. Stephen Boon, Acting Director of Transport & Mobility, London Councils, said that this shadow board could also come up with several workstreams that the subgroup could focus on. The Chair said that the levelling-up of London funding pots could also be mentioned. Stephen Boon said work should take place with TfL and the GLA to look at strategic funding for London.

The Chair said that the TEC Party Groups should look at nominating a shadow list to look at the terms of reference for the subgroup. He said that TEC Vice Chair representation was needed on this.

The TEC Executive Sub Committee:

- Noted that the Transport Funding Subgroup would be signed-off by full TEC at the meeting on 9 December 2021;
- Noted that a mixture of boroughs should be represented on the new subgroup to get a real balance; and
- Noted that a shadow meeting of this sub-group should be convened and party groups to nominate a shadow list to look at the Terms of Reference for this group, before it went for sign-off by full TEC in December. A follow-up letter would also be sent to Baroness Vere to ensure that the boroughs were heard again with respect to transport funding. Shadow Board would come up with workstreams for TEC to focus on. Vice chair representation should be included on this group.

7. Transport & Mobility Performance Information

The TEC Executive Sub Committee received a report that detailed the London Councils' Transport and Mobility Services performance information for Q2 2021/22 and full year 2020/21.

Stephen Boon introduced this report. He informed Members that an Improvement Performance Plan had been put in place for the Freedom Pass contact centre. Service Level Agreements were still not being met (causing the "red" ratings), but improvements were being made. Stephen Boon said that there had been a slight drop in performance for ASAP bookings which was due to earlier fuel shortage problems leading to an "amber" rating and taxi supply. He said that the team was working with ComCab to increase provision in private hire vehicles (PHVs) with a plan for approximately 10% of jobs to be carried out by PHVs by the end of 2021.

Stephen Boon said that the number of cases reported on the London Lorry Control Scheme (LLCS) was down owing to enforcement officer shortages causing an "amber" rating. Also, participation in the London European Partnership for Transport had dropped by two boroughs, also leading to an "amber" rating.

The Chair asked whether the question regarding Taxicard performance challenges had been followed-up after the previous TEC Executive Sub Committee meeting. Stephen Boon confirmed that Andy Rollock, Mobility Services Manager, London Councils, had followed up on this issue immediately after the previous meeting. The Chair thanked Stephen Boon for all the hard work on producing the mobility and services performance data.

The TEC Executive Sub Committee:

- Noted the Transport and Mobility Services Performance information report,

8. Draft Revenue Budget & Borough Charges 2022/23

The TEC Executive Sub Committee received a report that detailed the outline revenue budget proposals and the proposed indicative borough subscription and charges for 2022/23.

David Sanni, Acting Director of Corporate Resources, London Councils, introduced the report which would be going to the TEC Main meeting for final approval. He said that the use of TEC Reserves amounted to £1.2million. An estimated 2% increase in staff salary costs had also been reflected, along with a 1.25% increase in NI contributions for employees. David Sanni said that other costs included the new Director post for Climate Change. There had also been a reduction to Freedom Pass contributions. The final figures would be presented to the full TEC meeting on 9 December 2021. David Sanni informed Members that the Committee's reserves were in a healthy and stable position.

The TEC Executive Sub Committee noted the levies and charges below that would be presented to the full TEC meeting on 9 December 2021 and agreed by TEC Elected Officers via the TEC Urgency Procedure following that meeting in December:

- The proposed individual levies and charges for 2022/23 as follows:
 - The Parking Core Administration Charge of £1,500 per borough and for TfL (2020/21 - £1,500; paragraph 38);
 - The Parking Enforcement Service Charge of £0.3751 per PCN which will be distributed to boroughs and TfL in accordance with PCNs issued in 2020/21 (2021/22 - £0.3596 per PCN; paragraphs 36-37);
 - No charge to boroughs in respect of the Freedom Pass Administration Charge, which is covered by replacement Freedom Pass income (2021/22 – nil charge; paragraph 15);
 - The Taxicard Administration Charge to boroughs of £338,000 in total (2021/22 - £338,000; paragraphs 17-18).
 - No charge to boroughs in respect of the Lorry Control Administration Charge, which is fully covered by estimated PCN income (2021/22 – nil charge; paragraphs 19-20);
 - Environment and Traffic Adjudicators (ETA) - charge of £29.36 per appeal or £25.55 per appeal where electronic evidence is provided by the enforcing

authority (2021/22 - £27.84/£24.06 per appeal). For hearing Statutory Declarations, a charge of £23.64 for hard copy submissions and £22.88 for electronic submissions (2021/22 - £22.15/£21.40 per SD) (paragraphs 26-27);

- Road User Charging Adjudicators (RUCA) – to be recovered on a full cost recovery basis under the contract arrangements with the GLA (paragraph 28);
 - A unit charge of £12 for the replacement of a lost or damaged Freedom Pass (2021/22 - £12; paragraph 10);
 - The TRACE (Electronic) Charge of £7.53 per transaction (2021/22 - £7.53; paragraphs 29-35);
 - 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 (2021/22 - £15.23; paragraphs 29-35);
 - The TEC¹ Charge of £0.175 per transaction (2021/22 - £0.175; paragraphs 29-35).
- The provisional gross revenue expenditure of £238.371 million for 2022/23, as detailed in Appendix A;
 - On the basis of the agreement of all the above proposed charges as outlined in this report, the provisional gross revenue income budget of £237.215 million for 2022/23, with a recommended transfer of £275,000 from specific reserves for previously agreed priorities, £160,000 from uncommitted reserves to fund a new programme director to support boroughs on climate change and £721,000 from uncommitted Committee reserves to produce a balanced budget, as shown in Appendix B; and
 - 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 2022/23, dependent upon volumes generated through the various parking systems, as set out in Appendix C.1.

9. Month 6 TEC Revenue Forecast 2021/22

¹ The system that allows boroughs to register any unpaid parking tickets with the Traffic Enforcement Centre and apply for bailiff's warrants.

The TEC Executive Sub Committee considered a report that outlined actual income and expenditure against the approved budget to the end of September 2021 for TEC and provided a forecast of the outturn position for 2021/22. At this stage, a surplus of £717,000 was forecast over the budget figure. In addition, total expenditure in respect of Taxicard trips taken by scheme members was forecast to underspend by a net figure of £1.756 million, due in part to the impact of the Covid-19 on the scheme. The net borough proportion of this underspend was projected to be £1.588 million, with £168,000 accruing to TfL.

David Sanni introduced the second quarter TEC revenue forecast report. He informed Members that one of the key variances was the underspend on the Taxicard Scheme of £1.756 million on projected trip data. This would however be offset by a reduction in borough and TfL contributions. There were additional variances including an underspend on payments to non-TfL bus operators and a surplus from the replacement of Freedom passes. David Sanni said that the next revenue forecast report would be presented to the TEC Executive Sub Committee on 10 February 2022.

The Chair said that he noted all the good work in managing the new Climate Change post. He asked Members whether they were content with the methodology used to pay the private bus operators. Stephen Boon said that London Councils was still in the same position when it came to paying the non-TfL bus operators. DfT offered guidance to phase this out on 1 April 2022 by 10% each month. Stephen Boon said that this would be covered in the concessionary fares report that was going to the TEC Main meeting on 9 December 2021. The Chair said that 10% per month sounded reasonable, although the political groups should flag this up to ensure that value for money was being achieved. Stephen Boon confirmed that the payments were made on a quarterly basis, by area, so payments on a month-by-month basis would not be an issue.

The TEC Executive Sub Committee:

- Note the projected surplus of £717,000 for the year, plus the forecast net underspend of £1.756 million for overall Taxicard trips, as detailed in this report; and
- Note the projected level of Committee reserves, as detailed in paragraph 5 of this report and the commentary on the financial position of the Committee included in paragraphs 6-8.

10. Minutes of the TEC Executive Sub Committee held on 9 September 2021

The minutes of the TEC Executive Sub Committee held on 9 September 2021 were noted to be an accurate record and would be agreed by the TEC Elected Officers via the TEC Urgency Procedure following the meeting.

The Chair asked if the TEC finance reports and concessionary fares settlement and apportionment reports could be placed at the beginning of the agenda for the Main TEC meeting, especially if they were of a critical nature. He said that this would not keep guests/speakers waiting and would provide a fair and balanced agenda.

The Chair agreed to remove the press and public in that the following items would be exempt from the Access to Information Regulations, and via Schedule 12A of the Local Government Act 1972 (Section 3) in that the items related to the financial or business affairs of a particular person (including the authority holding that information).

The meeting finished at 11:29am