



16 December 2016

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Dear Ray

Local Implementation Plan (LIP) 2017/18 Annual Spending Submission

Thank you for submitting your Annual Spending Submission to TfL.

As you may be aware, TfL last week published details of its new five-year Business Plan that includes a £1bn investment in borough programmes over the life of the plan. For 2017/18, LIP funding will be maintained at £148m with an additional £70m available to support the boroughs to work with TfL on delivering programmes that have been identified as priorities for London.

Your submission has been reviewed and I am now pleased to confirm that it meets the requirements of TfL's 2017/18 Interim Annual Spending Submission Guidance (June 2016). Consequently, this letter confirms TfL's support to your authority in 2017/18 for the LIP programmes identified in Table 1 below.

Your officers should ensure that the financial information for all agreed LIP schemes is posted on to the Borough Portal by **Friday 10 February 2017**. The Borough Portal is used by TfL and the London boroughs to manage the allocation and reporting of funds, as well as forecasting and subsequent claims. It is essential that the information on the Portal (including VOWD) is entered correctly and is kept up to date: failure to do so may be interpreted that the allocation is not required and it may therefore be withdrawn.

If your officers have difficulty entering this data or accessing the Portal please contact Bron Plaskowski at Bron.Plaskowski@tfl.gov.uk

Copies of the LIP Finance and Reporting Guidance as well as the LIP 2017/18 Interim Annual Spending Submission Guidance can be found on the TfL website at: <http://www.tfl.gov.uk/info-for/boroughs/local-implementation-plans>. These documents set out more fully the terms and conditions that apply to LIP funding that TfL must take in to consideration.

LIP Programme	Borough Allocation (£'000)	Comment
Corridors and Neighbourhoods	2,684	
Local Transport Fund	100	
Principal Road Maintenance	1,114	
Major Schemes – Hayes Town Centre	2,091	Funding in 2017/18 is for implementation with completion of Town Centre scheme by November 2017 and to take forward the scheme at the Crossrail Station
Total	5,989	

Details of the 2017/18 LIP allocations for Principal Road Maintenance should be visible on the Portal in early January 2017.

The London Bridges Engineering Group (LoBEG) is currently reviewing the pan-London bridge assessment and strengthening programme. Therefore any allocation now showing on the Portal in respect of this programme should be considered provisional and will be confirmed in February 2017 following further consultation with LoBEG.

The 2017/18 settlement is for the interim first year of the new LIP funding period. The settlement and arrangements for the years beyond 2017/18 will be determined and announced ahead of the start of the 2017/18 financial year. This is to enable TfL to engage more fully with the London Boroughs on the new direction for the next borough LIPs and for wider borough funding that is developing in the light of the new Mayor's transport priorities.

This discussion will be guided by the 'Healthy Streets' agenda, outlined in the Mayor's recent 'City for all Londoners' document (https://www.london.gov.uk/sites/default/files/city_for_all_londoners_nov_2016.pdf). This new approach aims to prioritise active travel, making walking, cycling and public transport use the best choices for travel, encourage the most efficient methods of essential travel for people and goods, and create more attractive, accessible and people-friendly streets. We want to work with boroughs over the coming year to expand on this agenda, and use it to build on the strong history of borough delivery on these key areas.

I will write again with further details of this process early in the New Year. In the meantime, it is expected that a consultation draft of the MTS will be issued by TfL in the Spring of 2017. Alongside this, TfL will also publish a consultation draft of Guidance on the preparation of new LIP strategic documents, i.e. LIP3.

This latter document will give more detail on future LIP funding and the arrangements to manage this. A clearer picture on short- and longer-term requirements under the LIP mechanism will be communicated to the boroughs via the LIP Annual Spending Submission Guidance for 2018/19, due May 2017.

Finally I would like to thank you and your officers for your work in preparing the LIP submissions. I look forward to continuing to work with you in 2017/18.

Yours sincerely

A handwritten signature in black ink that reads "Sam Monck". The signature is written in a cursive, slightly slanted style.

Sam Monck
Head of Borough Projects & Programmes

Appendix 1 – Key requirements for LIP Major Schemes

LIP Major Schemes must be progressed in accordance with the requirements set out in TfL's Major Schemes Guidance (May 2012), including any subsequent editions / updates of the document and the requirements set out in this Appendix. Funding is allocated within the level of the annual available budget and TfL retains the right to withhold or reduce Major Schemes funding to projects in order to stay within its annual budget limits or to schemes which do not meet the key requirements set out in this Appendix.

General

1. Release of funding for implementation is subject to an approved and costed design being accepted by all parties.
2. The governance arrangements, design programme, plan for delivery, project reporting requirements and the profile of the actual funds required for the year must be agreed with TfL at the outset of the development phase and before commencing detailed design. Once agreed, these will form a baseline for the continuing governance of the project. Accordingly these details must be kept updated as the project progresses.
3. The Major Schemes process does not replace any other TfL procedures for scheme design and approval (e.g. Road Space Management TMAN requirements). All the necessary quality, approval and consent requirements must be allowed for and met at the appropriate stages of the project's design and development.
4. Scheme promoters are required to consult all relevant stakeholders including those within TfL during the design process. The Borough Programmes and Projects team in Surface Planning can facilitate detailed discussions between boroughs and other teams in TfL as required.

Financial

5. TfL's LIP Finance & Reporting Guidance sets out the financial reporting requirements for the LIPs funding to boroughs including for Major Schemes and must be followed.
6. Projects with a total cost of £2m or higher will require a Business Case in accordance with TfL's Business Case Development Manual as well as a subsequent financial authority from the relevant Surface Transport Board before funding for implementation can be released. The Business Case Documents will need to be finalised and accepted by TfL before a report will be taken to the Surface Transport Board. A minimum of six calendar weeks should be allowed in the delivery programme between the final Business Case acceptance and the Board meeting.
7. The third party funding contributions identified within your authority's bid (Step1) must be confirmed as being available to enable the project to proceed.
8. As part of the design phase the promoters should undertake an assessment of all other / additional funding opportunities that can contribute to the scheme including contributions from developers and other sources.

9. TfL has introduced a cost challenge ('star chamber') process for all schemes which is focused on delivering projects efficiently and effectively through value engineering. At the end of the concept design stage and before finalising the Business Case, all Major Schemes must be submitted for this review. Scheme promoters are expected to work with Borough Project and Programme team as part of this process.

Design

10. To ensure a high level of urban design, projects should be considered by an independent design review. Promoters must utilise Urban Design London's design surgeries to gain advice on design matters from experienced professionals, prior to progressing to detailed design.
11. Designers should pay particular attention in the scheme designs to:
 - a. Improving conditions and safety for cyclists and pedestrians. Designs for cycling proposals are expected to be consistent with the London Cycle Design Standards (LCDS) and any subsequent editions/updates;
 - b. Encouraging increased levels of walking and/or cycling including consideration of what mitigating measures may be needed to ensure that the collision numbers for these users will not increase as a result;
 - c. The requirements of Section 17 of the Crime and Disorder Act 1998 and the need to consider in the scheme measures to address problems that contribute to existing crime and/or the fear of crime; &
 - d. Boroughs' responsibilities for improving the health of their local population year on year. TfL published its Health Action Plan in February 2014 setting out the evidence base for how transport and street environments relate to health, as well as the actions that TfL will take to better recognise and reflect our role in improving the health of Londoners. Promoters should consider measures that can help deliver the objectives for health improvement. Further information can be obtained from your borough's Director of Public Health or you can contact TfL's Public Health Specialist Lucy Saunders at lucysaunders@tfl.gov.uk.
12. Designers should also note that there is a specific Healthy Streets framework being developed as part of the consultation of the draft MTS. Where the Major Scheme is at an early stage of design (i.e. before the scope of the project is frozen) we would like to work with the borough to ensure the Healthy Streets approach is incorporated in the design where it is practical to do so.
13. All Major Schemes are required to undergo a Road Safety Audit (RSA), which complies with TfL's RSA procedure, during both the pre and post-construction phases.

Delivery

14. Since 2013 TfL has been using the London Highways Alliance Contracts (LoHAC) schedule of rates to enable a cost comparison of the price of delivering a scheme via LoHAC compared with their local contractors. TfL expects to see the LoHAC used for the non tendered Major Schemes where this offers better value for money than individual borough contracts.

Monitoring

15. TfL's Traffic Accident Diary System (TADS) provides a means for monitoring the number and severity of collisions before and after the introduction of measures. All Major Schemes must be recoded on the system before the start of implementation and at the end of implementation to ensure before and after comparison of the collisions.
16. As part of the current Major Scheme design process boroughs are required to identify and collect data required for robust monitoring of the scheme outcomes. TfL is developing a benefits management approach across its programmes which will include analysis of the benefits achieved on LIP Major Schemes. Promoters are reminded that they need to make sure the project's benefits (and costs if expected) are identified, and agreed with TfL, and that necessary baseline information is collected, and that there is a clear plan for post implementation monitoring in place for the scheme.