



Transport for London



Interim Local Implementation Plan (LIP) 2021/22 Annual Spending Submission Guidance

January 2021

Local Implementation Plan (LIP) 2021/22: Interim Guidance

Purpose of document

This document provides guidance for borough officers preparing the LIP Corridor Neighbourhoods and Supporting measures programmes for 2021/22. Given the current financial uncertainties beyond March 2021, certain working assumptions have been necessary, but boroughs will need to consider uncertainties both about the quantum of funding in budgets in 2021/22 and the timing of the confirmation of that funding.

Background

In May 2020 we wrote to borough officers advising that all work on LIP programmes should be paused. This is due to a vast reduction in fare revenue due to the Coronavirus pandemic, where demand for services has decreased and we had a strong campaign to promote the stay at home message with public transport to be used for essential trips only. Since then we have been successful in agreeing two interim funding packages with the Government to cover costs up until 31 March 2021, known as the Extraordinary Funding and Financing Agreement. This funding covered boroughs sunk / staffing costs, the London Streetspace (LSP) programme and a restart of the LIP programmes in the latter half of 2020/21. The conditions attached to the funding package mean that it must be spent within the duration of the agreement i.e. before 31 March 2021.

Funding for 2021/22

The current Extraordinary Funding and Financing Agreement between DfT and Transport for London (TfL) runs for the period to 31 March 2021. Beyond this point a further settlement will be required, with TfL's revenue streams still expected to be depressed by the impact of the pandemic. Discussions with the DfT are ongoing and will hopefully conclude before the new financial year. This means that TfL is currently unable to confirm how much funding will be provided to boroughs in the next financial year 2021/22.

TfL will be requesting funding for all of its Healthy Streets programmes, including LIP, with the aim of securing a long-term deal of at least 12 months rather than the current six-month packages. This is aimed at giving clarity and certainty to all parties involved in planning and delivering their programmes.

As stated above the 2020/21 funding cannot be carried forward beyond 31st March due to the terms of the funding agreement, therefore **all VOWD's must be entered onto the portal by 12 March** showing how much each borough is going to claim from TfL for each of its TfL programmes.

Programme of schemes for 2021/22

Despite the uncertainty it is important that we build on the progress made in 2020 and continue to strategically plan an ambitious range of Healthy Streets projects across London tracking towards LIP and MTS targets. Boroughs should therefore prepare an outline list of proposals spanning all borough programmes for 2021/22 and submit them to TfL by 1st March 2021.

The list should prioritise proposals up to the value of the boroughs annual allocation based on what it was due to receive in 2020/21 (prior to the Coronavirus pandemic). The LIP schemes should be listed on Form A and sent to boroughprojectsandprogrammes@tfl.gov.uk and the TfL Sponsor for your borough. It is acknowledged that further approvals may be necessary by council Members before both the list and funding is finalised. Prioritisation of projects should allow for easier adjustment to programmes in the event that funding from DfT is lower than the working assumption.

Measures to assist Social Distancing on London's Streets – London Streetspace Plan (LSP)

During 2020/21 boroughs successfully delivered a range of schemes to aid social distancing and promote active travel during the pandemic. The measures were introduced in extremely challenging circumstances, using emergency powers and further work is now required to monitor their impacts. TfL is currently finalising the LSP monitoring guidance and hopes to publish it soon.

The Active Travel Fund Tranche 2 funding (£20m bid for London), provided by DfT and managed by TfL in allocations to boroughs can be spent into 2021/22. DfT require a delivery plan for any project not expected to finish by 31 March 2021, including the consultation, decision and construction dates. DfT's other requirements around consultation and monitoring must be met, including a submission to DfT and TfL prior to the start of construction work. Details of the requirements can be found at: <http://content.tfl.gov.uk/appx-twenty-consultation-engagement-guidance-new-lsp-schemes.pdf>

The temporary measures delivered by the London Streetspace Programme and the first tranche of the (then Emergency) Active Travel Fund have seen a huge expansion of the cycle network and a reduction of traffic on many residential streets. Decisions will now need to be made whether it is appropriate to implement them on a permanent basis and TfL is currently developing guidance to help inform the process. Boroughs will therefore need to consider whether schemes have met their objectives using available evidence alongside their strategic fit when deciding whether resources should be prioritised to make a scheme permanent. Some factors to consider include:

- What data has or is being collected?
- Timescales for approvals

- The estimated costs
- Feedback received
- Decision making processes

It is not anticipated that there will be additional LSP funding given to make schemes permanent, so boroughs will need to consider which funding streams are going to be appropriate to fund the works. It is anticipated that many of the Low Traffic Neighbourhoods and School Streets could be funded by the LIP Corridor funding streams and the Cycle Network Development (CND) programme for the cycle schemes. Where schemes are in a Liveable Neighbourhood, that programme heading can be considered in discussion with the lead sponsor at TfL.

Discretionary Funded Schemes – LIP Major Schemes, Liveable Neighbourhoods, Cycleway Network Development and Bus Priority Schemes 2021/22

In view of the financial situation, TfL has yet to confirm allocations to Boroughs for the development of discretionary funded items in 2021/22 under the programmes of LIP Major Schemes, Liveable Neighbourhoods, Cycleway Network Development (previously known as Quietway's), and Bus Priority. TfL hopes to provide clarity on this once our financial position is understood.

Form C

Form C is being modified to incorporate some of the new items that were delivered in 2020/21 such as School Streets and Low Traffic Neighbourhoods. The revised template will be circulated by the end of March and should be returned to TfL by 02 July 2021.

Local Transport Funding / Borough Officer Training / Sub-Regional Partnerships

TfL is hoping to reinstate these programmes to pre-coronavirus levels and will confirm the final allocations once a settlement has been agreed.

Data Sources

Boroughs are strongly encouraged to plan their LIP programme around strategic outcomes as set in their LIP3 documents, contributing towards agreed borough and MTS targets. When planning their submission, boroughs should therefore make appropriate reference to TfL data sources and guidance. These data sources should be used alongside borough's local knowledge of needs, opportunities and potential. Data sets that could be used include:

- City Planner Tool
- Borough LIP data pack
- Surface Playbook
- [Strategic Walking](#), [Strategic Cycling](#) and [Strategic Neighbourhoods](#) Analysis

- [Action Plans](#)
- [Planning for Walking Toolkit](#)
- [Streetspace Plan guidance](#) where this may also provide useful insight

The Strategic Cycling Analysis should be used as the basis for all cycle network development, boroughs are encouraged to develop routes highlighted within the SCA or local connectors to extend strategic cycle network access. All routes should be developed in accordance with the London Cycling Design Standards and meet the Cycleway Quality Criteria. In addition, the Strategic Walking Analysis highlights locations of highest priority for walking interventions. Whilst the Strategic Neighbourhoods Analysis does not recommend a series of LTNs (Low Traffic Neighbourhoods) to implement but provides a guide as to the relative priorities in an area, and it is recommended that priority is given to areas with the highest levels of rat running and road danger.

SharePoint site

TfL will soon be launching a new SharePoint site for all portal users. This is designed to assist borough officers and TfL staff working on LIP programmes. The site will be a one-stop-shop for information, including guidance on the LIP processes, best practice, contacts and how to guides. Further information on this will be circulated once the site is ready to go live.

Timetable of key events during the year

Please note the following key dates for 2021/22, which may be subject to change (if so, Boroughs will be informed of this in a timely manner)

- **01 March 2021** – Submit Form A (planned LIP delivery in 2021/22) to boroughprojectsandprogrammes@tfl.gov.uk and the relevant TfL Sponsor for schemes requesting funding in 2021/22
- **12 March 2021** – Deadline for entering the Value of Work Done (VOWD) for all TfL schemes on the TfL portal for 2020/21.
- **19th March 2021** – final deadline for submission of delivery plans for ATF funded projects with completion dates beyond 31/3/21
- **01 April 2021** – Start of the 21/22 financial year
- **02 July 2021** – Submit Form C (outputs template) / TADs (collision monitoring form) plus details of any showcase schemes
- **13 Aug 2021** – Deadline for submitting final claims to TfL on the portal for 20/21
- **05 Nov 2021** – Submit Form A to boroughprojectsandprogrammes@tfl.gov.uk and the relevant TfL Sponsor for schemes requesting funding in 2022/23
- **17 Dec 2021** – TfL writes to boroughs to confirm LIP allocation for 2022/23
- **11 Mar 2022** – Deadline for updating VOWD on the portal for 2021/22

Additional Information

Boroughs are encouraged to exercise prudent cost controls in the development and delivery of their TfL programmes. It is essential that quarterly meetings with TfL officers which were paused due to furloughing or staff shortages should be restarted remotely until face to face meetings are permitted.

Boroughs are required to prepare a Value of Work Done (VOWD) profile for each scheme and to keep this up to date at least once every 2 months; further information on this and other matters relating to the provision of LIP funding is provided in the 'LIP Finance & Reporting Guidance' (April 2019) - <http://content.tfl.gov.uk/lip-finance-guidance-19.pdf>

Staff costs can only be booked to schemes with specific deliverables. TfL will not allow a scheme to be created to simply cover the staff costs of an individual or team (headcount) working on the wider LIP programme.

Boroughs are also reminded that under S159 of the GLA Act, the removal or substantial alteration of works carried out with the benefit of TfL funding cannot take place without prior written agreement from TfL. In such circumstances TfL may require the borough to repay any funding provided or withhold future funding.

Appendix I – TfL Contacts

Name	Title	Email details	Boroughs / Programme
Penny Rees	Head of Network	pennyrees@tfl.gov.uk	
Sam Monck	Sponsorship	sammonck@tfl.gov.uk	
Rob Edwards	Lead Sponsor North West	Rob.Edwards@TfL.gov.uk	City of Westminster Ealing Hammersmith & Fulham Harrow Hillingdon Hounslow Kensington & Chelsea
David McKenna	Lead Sponsor South East	David.McKenna@tfl.gov.uk	Bexley Bromley Croydon Greenwich Lewisham Southwark
Zoe Vidion	Lead Sponsor South West	Zoevidion@tfl.gov.uk	Kingston upon Thames Lambeth Merton Richmond upon Thames

			Sutton Wandsworth
Julie Clark	Lead Sponsor North East	Julieclark@TfL.gov.uk	Barking & Dagenham Hackney Havering Newham Redbridge Tower Hamlets Waltham Forest
Harun Khan	Lead Sponsor North	Harun.Khan@tfl.gov.uk	Barnet Brent Camden Corporation of London Enfield Haringey Islington
Niall Coward	Portfolio Sponsor	Niall.coward@tfl.gov.uk	LIP Corridors / Major Projects
Joe Lewis	Portfolio Sponsor	JoeLewis@tfl.gov.uk	Liveable Neighbourhoods
Jo Fricker	Portfolio Sponsor	JoanneFricker@tfl.gov.uk	Bus Priority
Kamrain Shabir	Principal Sponsor	KamrainShabir@tfl.gov.uk	Cycle Parking
James O'Keeffe	Portfolio Sponsor	James.OKeeffe@TfL.gov.uk	Cycle Network Development
		bspsupport@tfl.gov.uk	Borough Portal queries