

Tower Hamlets Air Quality Partnership Board

Draft Terms of Reference (Agreed 20.12.2017)

1. Introduction

- 1.1 The Tower Hamlets Air Quality Action Plan 2017 (AQAP) sets out the Council's agreed action plans designed to contribute towards achieving reductions in specified air pollutants across the borough.
- 1.2 The AQAP meets the statutory requirement for such a plan under Part IV of the Environment Act 1995. It has been developed through a consultative process and is aligned with the Mayor of London's *London Local Air Quality Management (LLAQM) Policy Guidance 2016*.
- 1.3 In recognition of the important contribution that the agreed actions can have in relation to tackling climate change and poor air quality, and in improving the health of local people, workers and visitors to the borough, the Mayor of Tower Hamlets, supported by the Lead Member - Regeneration and Air Quality, has determined that a board be established to provide regular oversight and ensure effective delivery and future development of the AQAP.
- 1.4 Overall responsibility for the implementation of the plan and for statutory reporting sits with Tower Hamlets Environmental Health services but the actions within the plan are cross cutting will be implemented and monitored by the relevant council departments. The Divisional Director strategy, policy and performance will maintain strategic oversight of the plan and its delivery, collating monitoring information, co-ordinating service reporting to the board and ensuring that further developments of the plan are incorporated into relevant strategic programmes and service area work-streams.
- 1.5 The Council's AQAP should not exist in isolation from the actions of other persons and organisations, so in addition to the Mayor, Member and council officer membership, the board will adopt a collaborative approach, being comprised of and engaging with representatives from key parts of the public, private and third sector, exploring opportunities to maximise impact through co-production, supporting and effecting relevant actions beyond the AQAP.

2. Membership

- 2.1 The Air Quality Partnership Board will be comprised of the following elected individuals and co-opted external representatives. Council officer attendees* will vary to ensure representation is appropriate to the meeting agenda items:
 - Mayor of Tower Hamlets (Chair)
 - Lead Member for Regeneration & Air Quality
 - Lead Member for Environment

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- *Corporate Director Place (or nominated representative)
- *Tower Hamlets Director of Public Health (or nominated representative)
- *Tower Hamlets Communications (nominated representative)
- Health & Wellbeing Board nominated representative
- NHS CCG nominated representative
- THCVS nominated representative
- Tower Hamlets Wheelers nominated representative
- QMUL sustainability representative
- Hackney and Tower Hamlets Friends of the Earth (Kate Hand)
- Our Air Our Health (Alex Moore)
- RP/THHF representation (Swan, Poplar HARCA, etc.).
- TH Carers nominated representative
- Tower Hamlets Schools Forum (nominated representative)
- Parents and support groups (local groups who might want to be involved tbc)
- Better Streets (nominated representative)

3. Frequency of meetings and other arrangements

- 3.1 The meetings will be scheduled for March, June, September and December each year, or at such other frequency as may be determined by the Chair in consultation with the board membership, and so as to ensure that feedback on progress against actions can be compiled in March and included in the Annual Status Report required to be submitted to the GLA each April.
- 3.2 The Divisional Director strategy, policy and performance will schedule the meetings and circulate the agenda and will arrange for minutes to be taken.
- 3.3 Work arising out of the board can be conducted outside of formal meetings via e-mail or collaborative meetings between board members outside of the formal schedule.

4. Role and purpose

- 4.1 The AQP Board is established to have oversight of the implementation of the agreed Tower Hamlets Air Quality Action Plan, ensuring timely and effective delivery and reporting.
- 4.2 The board will engage with and support the process to development future revisions of the plan.
- 4.3 The board will consider, develop and promote opportunities for co-production with groups external to the Council with a view to ensuring

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that data and information is shared, resources are efficiently deployed and the impact of actions to improve air quality are maximised

- 4.4 The board will work collaboratively to identify and promote action in relation to:
- All factors that are of influence to local air quality including emerging developments and trends
 - The existing programmes across the borough and regionally that contribute to emissions reductions (or increases) ensuring that these can be accounted for within the AQAP.
 - The adequacy of information available to clearly define effective measures along with any actions to improve information collection and reporting;
 - The success or otherwise of existing actions in place to reduce emissions and the consideration of new or amended actions to ensure success in improving air quality across Tower Hamlets.

5. Terms of reference

The board will:

- 5.1. Maintain oversight of the delivery of the AQAP and test compliance with the London Local Air Quality Management statutory requirements including annual reporting on pollution levels;
- 5.2. Review local infrastructure and development proposals with a view to ensuring an energy efficient built environment with an integrated travel provision;
- 5.3. Engage with public health awareness raising with a view to driving behavioural change to lower emissions as well as to reduce exposure to air pollution;
- 5.4. Support and promote actions to improve safe and sustainable transport, and reduced traffic congestion;
- 5.5. Seek opportunities to reduce transport related emissions and address climate change and local air quality problems;
- 5.6. Work collaboratively to create better environments for people;
- 5.7. Develop the approach to lobbying and partnership working: working with stakeholders including National Government, the Greater London Authority & Transport for London to ensure policies adequately address the issue of air quality.

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- 5.8. Focus on air quality across the borough of Tower Hamlets but not to the exclusion of engagement with other authorities or with groups that have a regional coverage where such engagement can have a positive influence and impact on local air quality improvements.

6. Relationship with other groups

- 6.1 The AQPB will operate as a partnership board having a structural relationship to the Tower Hamlets Partnership Executive Board (Note: The specific partnership structures and relationships are currently under review). The functions of the board will relate to the development and delivery of the strategic objectives and outcomes as defined in the Tower Hamlets Community Plan.
- 6.2 AQPB members representing their services or organisations will be expected to liaise directly with their Executives and/or Management Teams as appropriate on actions and decisions of the board specific to their responsibilities and to secure engagement, broker consensus, organise actions and otherwise implement the decisions of the AQPB, reporting back as required.
- 6.3 The AQPB may from time to time establish Sub Groups or working parties to focus on specific issues or identified geographical areas of concern which will then report back to it. Membership of these Sub Groups will be drawn from those listed above.
- 6.4 (Subject to resolution of Partnership structures) The AQPB will report relevant findings or proposals to the Partnership Executive by way of meeting records/minutes, update reports and presentations as determined to be appropriate by the Chair of the board or as may from time to time be requested by the Partnership Executive. The Executive may be asked to endorse any recommendations from the AQPB for onward action by the Partnership members.