

**LONDON SUSTAINABLE DEVELOPMENT COMMISSION**  
**Full Commission Meeting**  
**Friday 16<sup>th</sup> September, 10-2pm, City Hall, Committee Room 4**  
**Minutes**

**Present:** *John Plowman (Chair), Chris Church, Howard Davidson, Karen Lawrence, Paul Toyne, Rajwant Sidhu, Mike Tuffrey, Piers Williamson*

**Secretariat:** *Patrick Feehily, Nusrat Yousuf, Martin Jones, Monica Duro-Emanuel*

**Apologies:** *Alison Barnes, Paul de Zylva, Paul Edwards, Ed Gillespie, Adrian Gurney, Samantha Heath, Andrew MacAskill, Shaun McCarthy, Sue Riddlestone, Richard Stephenson, Andy Wales, Freya Seath (guest)*

**Past**

**1. Minutes from 11 March meeting**

- Minutes were circulated prior to the meeting.
- Following discussions with the Mayor's Office and the GLA Environment Team it had been decided to put Air Quality on hold until other work in this area is completed. GLA Environment Team will inform the Chartered Institute of Environmental Health.

**Action: MJ to investigate latest information on C40 (see also agenda item 6).**

**Action: Commissioners to forward any outstanding information on LSDC input to the London Plan to Adrian Gurney as soon as possible.**

**Action: NY to keep LSDC updated on Air Quality.**

**2. LSDC Sub-group Guidance & Terms of Reference**

- 'LSDC Sub-group Guidance & Terms of Reference' had been circulated prior to the meeting.
- Commissioners welcomed the document.

**Action: MJ to circulate the 'Annual Process Flowchart' to the next round of Sub-group meetings.**

**Present**

**3. London Leaders**

- 'London Leaders Update – August 2011' had been circulated prior to the meeting.
- As in previous years, some Leaders are moving ahead quickly while others are making slow progress.
- Some Commissioners had additional information from their meetings with Leaders.
- It was suggested that the next Leaders event on 27 October might be in the form of a half yearly progress report.
- It was suggested that the end of year evaluation might be re-orientated to capture policy implications of Leaders' projects. Although this may need to be described as 'wider implications'.

**Action: MJ to consider including half-yearly progress reporting with Commissioners for 27 October event.**

**Action: NY to consider incorporating policy implications in Leaders end of year evaluation.**

**Action: All Commissioners should feedback on their meetings with Leaders to the Secretariat.**

**4. Sowing the Seeds**

- 'Sowing the Seeds Project & Communications Plan' – 31 August had been circulated prior to the meeting.
- MJ was thanked for project managing this piece of work.
- The Action Plan is key and needs to include timescales, cost, and measures of success.
- LSDC will need to draw out what it is bringing that is additional.

**Action: MJ to progress with formation of Steering Group and arrangements for 17 November launch.**

## 5. Carbon Measurement Steering Group

- 'Carbon Measurement, Modelling and Monitoring Steering Group Terms of Reference' had been circulated prior to the meeting.
- The GLA have identified possible funding should this be required.

**Action: MJ to invite JP to next meeting.**

## Future

### 6. Rio+20

- Freya Seath was unable to attend the meeting.
- 'Rio+20 and London – a first stage wake-up call' and 'Towards Rio+20 and a Green Economy' had been circulated prior to the meeting.
- There are potential links to proposals for BASE London and London House. A new Quality of Life Indicators Report could also provide useful data.
- It was recognised that the media focus in 2012 will be on the Mayoral elections and the Olympics, so timing needs to be considered.
- An interrogative, rather than definitive, paper may be a useful submission for the 1 November deadline. The questions raised could form the basis for an event in January 2012.
- A steer is needed from the Mayor/GLA on what they are planning to do (perhaps through C40). Depending on what is planned, LSDC could offer to provide (or contribute to) a response to the UN organisers by 1 November and arrange an awareness-raising event in January 2012.

**Action: HD to investigate what DEFRA are planning and feedback to Secretariat.**

**Action: PF to investigate what Mayor/GLA is doing (perhaps through C40) and feedback to Climate Change and Resources Sub-group for discussion at 11 October meeting.**

**Action: MJ to add as an agenda item to Climate Change and Resources Sub-group 11 October meeting.**

### 7. London House

- 'LSDC involvement in London House & proposed guests' had been circulated prior to the meeting.
- Ideas included:
  - LSDC contribution to a sustainable Olympics, although the Commission for a Sustainable London 2012 are likely to be involved.
  - Promote Quality of Life Indicators Report.
  - Need to look back at what LSDC has accomplished, but also demonstrate thought leadership on current issues.
  - Host an event where big businesses such as BT are invited to present what they're doing on sustainability.
  - Linking local action to city-wide leaders – London Leaders could be asked to present.

- Something similar to the London Business School Proteus Programme event held with London Leaders.
- Promote companies who are advising on sustainability in future Olympic/World Cup host cities.

**Action: MJ to investigate what other organisations are planning as part of London House and what the organisers need.**

**Action: MJ to co-ordinate development of a proposal paper with input from JP, KL and EG.**

#### **8. LSDC Workplan & Horizon Scan**

- 'LSDC Horizon Scan' had been circulated prior to the meeting.
- See separate paper for categorisation of Horizon Scan issues.

**Action: KL will talk to Emma Strain about what GLA is going on Green Deal (is London getting a fair deal).**

**Action: RS will talk to London Councils to see what they're doing about Green Deal.**

**Action: NY to send information on Biodiversity Offsets to JP.**

**Action JP to send invitation to KL for 29 September meeting with Lloyds TSB.**

**Action: MJ to send London Leaders sponsorship leaflet to JP & KL.**

**Action: NY to investigate who is working on responses to riots at GLA, in order to identify what GLA could add.**

**Action: MJ to refer categorisation of Horizon Scan issues to relevant Sub-groups for prioritisation.**

#### **9. AOB**

- Date of next meeting: **Friday 9 December 2011, 10am-2pm**