

**Date: 28 September 2017**

**Item: Actions List**

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**This paper will be considered in public**

**1 Summary**

1.1 This paper informs the Panel of progress against actions agreed at previous meetings.

**2 Recommendation**

2.1 **The Panel is asked to note the Actions List.**

**List of appendices to this report:**

Appendix 1: Actions List

**List of Background Papers:**

Minutes of previous meetings of the Panel

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## Safety Sustainability and Human Resources Panel Actions List (reported to the meeting on 28 September 2017)

### Actions from the Last Meeting

Minute No.	Description	Action By	Target Date	Status/note
32/06/17	<p><b>Matters Arising and Actions List</b></p> <p>Panel to receive a briefing on the Surface Transport safety assessment.</p>	Jill Collis	22 November 2017	On forward plan.
33/06/17	<p><b>Tram Derailment – Sandilands, Croydon Update</b></p> <p>Near miss data to be included in future reports.</p>	Jill Collis/ Leon Daniels	28 September 2017	To be included in future reports.
34/06/17	<p><b>Health, Safety and Environment Performance – Quarterly Report</b></p> <p>Panel to receive further information on bus safety.</p> <p>Panel to receive further information on encouraging its contractors to follow best practice around staff engagement.</p> <p>Jill Collis and Tricia Wright to meet with Nina Skorupska to discuss the provision of data in quarterly reports.</p>	<p>Leon Daniels</p> <p>Jill Collis</p> <p>Jill Collis / Tricia Wright</p>	<p>28 September 2017</p> <p>22 November 2017</p> <p>28 September 2017</p>	<p>On agenda for this meeting.</p> <p>A briefing will be provided to Members.</p> <p>Meeting to be arranged.</p>

<b>Minute No.</b>	<b>Description</b>	<b>Action By</b>	<b>Target Date</b>	<b>Status/note</b>
35/06/17	<p><b>Human Resources Quarterly Report</b></p> <p>Future reports to include scorecard and key performance indicator information as well as outcomes of the high level action plan.</p> <p>Future reports to include data on staff retention and monitoring of the gender pay gap.</p>	<p>Tricia Wright</p> <p>Tricia Wright</p>	<p>28 September 2017</p> <p>28 September 2017</p>	<p>Data now included in report.</p> <p>Data now included in report.</p>
36/06/17	<p><b>Work Related Violence Reduction</b></p> <p>The Panel would receive further information on bus driver welfare facilities.</p>	Leon Daniels	28 September 2017	On agenda for this meeting.
38/06/17	<p><b>Low Emission Bus Technology</b></p> <p>The Panel to be provided with a paper that gave a more in depth analysis which considered a range of technologies.</p>	Leon Daniels	-	On forward plan.
39/06/17	<p><b>Member suggestions for Future Agenda Discussions</b></p> <p>Provide further information on bus driver welfare facilities (see 36/06/17).</p> <p>Provide information on London Underground evacuation procedures for wheelchair users.</p>	<p>Leon Daniels</p> <p>Jill Collis</p>	<p>28 September 2017</p> <p>28 February 2018</p>	<p>On agenda for this meeting.</p> <p>Update to 28 February 2018 meeting (when trials of wheelchair users using escalators on a daily basis currently ongoing will be completed)</p>

**Outstanding actions from previous meetings.**

<b>Minute No.</b>	<b>Description</b>	<b>Action By</b>	<b>Target Date</b>	<b>Status/note</b>
<b>19/03/17</b>	<b>Human Resources Quarterly Report</b> Bronwen Handyside to be briefed on seniority adjusted pay gap at TfL.	Tricia Wright	20 September 2017	Meeting arranged for 20 September 2017.