

# Transport for London

## Minutes of the Open Board

Chamber, City Hall, The Queen's Walk, London  
10.15am, Wednesday 6 February 2008

### Members

Ken Livingstone	Chair, Board Member (for part)
Dave Wetzel	Vice Chair, Board Member
Honor Chapman	Board Member
Christopher Garnett	Board Member
Stephen Glaister	Board Member
Kirsten Hearn	Board Member
Judith Hunt	Board Member
Eva Lindholm	Board Member (for part)
Paul Moore	Board Member
Sir Gulam Noon	Board Member
Patrick O'Keeffe	Board Member
Tony West	Board Member

### In Attendance

Peter Anderson	Board Adviser
Lord Toby Harris	Board Adviser (for part)
Bryan Heiser	Board Adviser
Shiria Khatun	Board Adviser
Murziline Parchment	Board Adviser (for part)
Lynn Sloman	Board Adviser

### Staff

David Brown	Managing Director, Surface Transport
Ian Brown	Managing Director, London Rail
Howard Carter	General Counsel
Stephen Critchley	Chief Finance Officer
Richard de Cani	Head of Development and Planning, DLR
Michèle Dix	Managing Director, Planning
Vernon Everitt	Managing Director, Marketing and Communications
Mary Hardy	Director of Internal Audit
Peter Hendy	Commissioner
Ellen Howard	Director of Corporate Governance
Malcolm Murray-Clark	Managing Director, Planning
Tim O'Toole	Managing Director, London Underground
Peter Regan	Director of Corporate Finance
Valerie Todd	Managing Director, Group Services
Mike Robinson	Head of Secretariat

### 01/02/08 Apologies and Declarations of Interest

Dave Wetzel opened the meeting. Apologies for absence had been received from Sir Mike Hodgkinson, Rana Roy, Dabinderjit Singh Sidhu and Steve Allen.

Christopher Garnett declared an interest in his capacity as a Board Member of the Olympic Delivery Authority.

**02/02/08      Minutes of the Open Meeting Held on 6 December 2007**

The minutes of the open meeting held on 6 December 2007 were approved as a correct record and would be signed by the Chair, subject to adding Christopher Garnett's standing declaration of interest in his capacity as a Board Member of the Olympic Delivery Authority.

**03/02/08      Matters Arising and Actions List**

There were no matters arising and no actions were raised.

**04/02/08      The Commissioner's Report**

Peter Hendy introduced his report and highlighted a number of key issues. The continuing growth in Underground passenger numbers was significant and although welcome, placed increasing pressure on the system. Completing the planned upgrades was therefore essential to improve capacity.

The Commissioner highlighted TfL's success in rolling out Oyster PAYG on National Rail stations in London north of the Thames, with a new wave of stations being introduced on 2 January. Unfortunately, this success had not been mirrored south of the river as agreement had not yet been reached with the relevant Train Operating Companies, despite the obvious benefits to passengers and an increase in revenue to them. It was, however, hoped that agreement would be reached with a target implementation date of January 2009.

Members highlighted several of TfL's achievements identified within the report including Stonewall's high ranking of TfL as an employer for gay, lesbian and bisexual staff, the Accessibility Information Service, receipt of DfT Access for All grants, success at the Tram and Bus Awards, increasing bus patronage and the launch of the Low Emission Zone. The Board emphasised the importance of publicising these achievements. There was proactive follow-up to press releases but positive coverage was difficult to obtain. However, there had been good, balanced coverage of issues in local press and the BAME media.

The Commissioner noted that the results of the *Yoursay* employee engagement survey had been presented to Chief Officers. In response to a question from Board Members, participation rates would be sent out with the papers for the next meeting.

**[ACTION: Valerie Todd]**

It was confirmed that the three month review of the London Overground would be comprehensive and shared with Board Members.

**[ACTION: Ian Brown]**

It was also noted that the Accessibility Plan, reflecting TfL's Strategic Objectives would be presented to a future Board meeting.

**[ACTION: Michèle Dix]**

**The Board noted the report.**

**05/02/08**      **TfL Operational and Financial Performance Report and Investment Programme Report - Third Quarter 2007/08**

Stephen Critchley introduced the report and the tabled presentation. He outlined Group operational highlights as well as key workforce and financial data. Tim O'Toole, David Brown and Ian Brown also updated the Board in respect of London Underground, Surface Transport and London Rail in relation to operations, investment and staff. The Commissioner also drew attention to the Olympic Transport Portfolio Executive report and that all the significant programmes that were being delivered on time and on budget.

Board Members noted the success of the concept of freight consolidation centres and the opening of a commercial venture in Silvertown. Further successes were the integration of London Overground and the reduction in the use of agency staff. The latter was an issue the Commissioner monitored closely in his Business Management Reviews with the executive team, along with diversity issues and targets.

The Bus Stop Accessibility Survey had been completed and details would be provided to a future Surface Advisory Panel. **[ACTION: David Brown]**

It was confirmed that consultation with the Trades Unions on a number of HR policies had been positive, with no issues of substance raised. The revisions would take effect in February and details would be forwarded to Tony West.

**[ACTION: Valerie Todd]**

**The Board noted:**

- 1 TfL's Operational and Financial Performance over the Third Quarter 2007/08;**
- 2 TfL's progress on the Investment Programme over the Third Quarter 2007/08; and**
- 3 the Olympic Transport Portfolio Executive Report for the Third Quarter 2007/08.**

**06/02/08**      **DLR Extension to Dagenham Dock – TWA Application**

Ian Brown introduced the report and explained that, if built, the extension would dramatically reduce journey times in East London. The Board supported the development of an integrated infrastructure which would make public transport the first choice for residents.

**The Board noted the contents of the report and:**

- 1 approved the submission by DLRL of an application under the TWA to secure the necessary powers to construct, operate and maintain the extension to Dagenham Dock (the "Scheme") subject to:**
  - a) the Managing Director London Rail, or in his absence, the Chief Operating Officer of London Rail agreeing the details of the final Scheme; and**
  - b) the consent of the Mayor.**

- 2 delegated authority to any of the Managing Director London Rail or Chief Operating Officer of London Rail as directors of DLRL to:**
  - a) agree the final terms of the application for an Order under the TWA for the Scheme; and**
  - b) do all such further things and sign and/or seal and deliver, or authorise DLR to sign and/or seal and deliver, such further documents, agreements or notices as are required in connection with the submission of the application for an Order under the TWA for the Scheme, to respond to any objections to the Scheme and to prepare for and attend any public inquiry that made be held in relation the Scheme; and**
- 3 confirmed its intention to seek and secure funding for the implementation of the Scheme beyond the TWA process in forthcoming governmental spending rounds or from other Government sources.**

**07/02/08      Taxi Fares**

David Brown introduced the report which outlined the proposed revisions to taxi fares. In total, these changes would result in an average increase of 2.7 per cent in taxi fares.

It was noted that the London Boroughs would be encouraged to take up the shortfall in the Taxicard scheme funding and that a report on the diversity of taxi drivers would be submitted to a future meeting of the Surface Advisory Panel.

**[ACTION: David Brown]**

**The Board approved:**

- 1 the proposed taxi tariff changes and the making of a London Cab Order, to be signed by the Commissioner of Transport for London on behalf of Transport for London, to implement the new fares with effect from Saturday 5 April 2008; and**
- 2 the making of a London Taxi Sharing Scheme Order, to be signed by the Commissioner of Transport for London on behalf of Transport for London, to implement the new fixed-fares with effect from Saturday 5 April 2008.**

**08/02/08      Revision of Standing Orders**

Howard Carter introduced the report on the revision of standing orders. The main proposal was to introduce a consistent, grade-based scheme of delegation across TfL. Nothing in the proposals would change the matters that were reserved for Board approval.

The Chair of the Audit Committee confirmed that the Finance and Audit Committees had considered the issues in detail and that the Committees' comments had been incorporated into the paper submitted to the Board.

**The Board:**

- 1 approved the revision of Standing Orders as set out in the report, with those relating to Standing Order 2 coming into effect on 1 April 2008, and other changes with immediate effect;**
- 2 delegated to General Counsel the approval of the final wording of changes to Standing Orders; and**
- 3 appointed Ellen Howard, Director of Corporate Governance, General Counsel, as a Joint Secretary of Transport Trading Limited.**

**09/02/08      Report from the Audit Committee – 23 January 2008**

Judith Hunt introduced the report and highlighted that the Audit Commission had given TfL the highest rating possible for its Use of Resources score.

**The Board noted the report.**

**10/02/08      Report from the Finance Committee – 24 January 2008**

**The Board noted the report.**

**11/02/08      Any Other Business**

No additional items of business were raised and the meeting closed at 11.45am.

The next meeting would be held on Wednesday 12 March 2008 at 2.00pm at the London Chamber of Commerce.

Chair: \_\_\_\_\_

Date: \_\_\_\_\_