

TRANSPORT FOR LONDON

AUDIT COMMITTEE

SUBJECT: ASSURANCE FOR LONDON 2012 GAMES

DATE: 15 JUNE 2011

1 PURPOSE AND DECISION REQUIRED

- 1.1 To provide the Committee with an overview of the assurance strategy implemented for the London 2012 Olympics and Paralympic Games (Games) across TfL. Members are asked to note the paper

2 BACKGROUND

- 2.1 A coherent transport strategy has been recognised as a key element of the successful 2012 bid and TfL has played a core role in developing this.
- 2.2 Earlier in 2011, a revised governance structure was developed to reflect the transition from the delivery of physical transport infrastructure improvements to the service planning and consequent Games time operation.
- 2.3 As part of the new governance arrangements, the Commissioner chairs the London Operations Board (Transport), which co-ordinates and leads all transport operations in London and resolves any transport related issues. The Board is supported by a series of sub-groups as detailed in Appendix 1.
- 2.4 The Olympic and Paralympic Transport Board remains the body empowered by the Secretary of State for Transport to undertake overarching Games transport assurance.
- 2.5 To maintain a high level of confidence in TfL's ability to meet its Games obligations successfully, an assurance regime has been developed. The framework builds on the existing well established TfL assurance mechanisms, while recognising the unique challenges and opportunities that the Games present.

3 GAMES ASSURANCE FRAMEWORK

- 3.1 With regard to the Games, a 'self assurance' approach has been adopted within TfL with relevant areas developing their operational plans, testing and exercising activities and with the respective Managing Director accountable for the delivery of their business unit services.
- 3.2 The Transport Plan for the Games, published on 1 June 2011, sets out the agreed transport strategy for the Games. During June 2011, each Managing Director is being asked to complete an assessment of the status of their business readiness for the Games. This assessment will take the form of a Games Assurance Letter, following the principles established for the

preparation and delivery of the TfL Health, Safety and Environment and Resilience Assurance Letters.

3.3 The Games Assurance Letters will provide an assessment of the status of the various elements of the preparation for the Games using the following definitions:

- (a) 'Under Development' – is considered to be the status when work is in progress to deliver infrastructure, deploy people and document processes, procedures and standards;
- (b) 'Developed' – describes the status when infrastructure, people, processes, procedures or standards are in place and documented but are not yet being used as intended or have not been tested or evaluated; and
- (c) 'Ready' – is the status when all infrastructure, people, processes, procedures or standards are in place and are being used as intended or have been tested or evaluated.

3.4 Once finalised, the Games Assurance Letters will be submitted to meetings of the Safety, Health and Environment Assurance Committee and the Audit Committee.

3.5 Further iterations of the Games Assurance Letters process will run in December 2011, March/April 2012 and June/July 2012.

4 RECOMMENDATION

4.1 The Audit Committee is asked to NOTE the paper.

5 CONTACT

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LONDON OPERATIONS BOARD SUPPORTING SUB-GROUPS

- (a) Rail Operations Steering Group - chaired by TfL London Underground and Rail MD
- (b) TfL 2012 Communications Board - chaired by TfL Marketing and Communications MD
- (c) Travel Demand Management Board - chaired by TfL Marketing and Communications MD
- (d) Road Space Management Board - chaired by TfL Surface Transport COO
- (e) TfL Games Operations Steering Group - chaired by TfL Games Director
- (f) TfL Games Safety and Security Board - chaired by TfL Community, Safety, Enforcement and Policing Director
- (g) TfL Games Resilience Working Group - chaired by TfL Health, Safety and Environment Director
- (h) TfL Olympic and Paralympics Accessibility Group - chaired by TfL Head of Equality and Inclusion