

Date: 29 March 2017

Item: Matters Arising, Actions List and Use of Delegated Authority

This paper will be considered in public

1 Summary

- 1.1 This paper informs the Board of progress against actions agreed at previous meetings.
- 1.2 The Finance Committee exercised the authority delegated by the Board to approve the award of the One FM Contracts.

2 Recommendation

- 2.1 **The Board is asked to note the actions list and the use of authority delegated by the Board to the Finance Committee.**

3 Use of Delegated Authority

- 3.1 15 December 2016, the Board delegated authority to the Finance Committee to approve the award of the One FM Contracts with the successful bidders upon completion of the One FM procurement process for the provision of facilities management services.
- 3.2 On 13 March 2017, the Finance Committee exercised the authority delegated by the Board and approved the award of the One FM Contracts across the following TfL areas:
 - (a) Underground – Stations, depots and offices; Crossrail interface stations, Tunnelling Underground Construction Academy (TUCA).
 - (b) Surface – Bus stations, Victoria Coach Station, Dial a Ride, Trams, River service piers;
 - (c) TfL Corporate – Offices & Premises; and
 - (d) London Transport Museum.
- 3.3 The contracts would be awarded in March/April 2017 to allow for a smooth transition between providers in time for service commencement on 25 June 2017.

List of appendices to this report:

Appendix 1: Board Actions List

List of Background Papers:

Minutes of previous meetings.

Finance Committee papers for 13 March 2017

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Appendix 1

Board Actions List (reported to the meeting on 29 March 2017)

Actions from the meeting held on 8 February 2017:

Minute No.	Item/Description	Action By	Target Date	Status/Note
05/02/06	<p>Commissioner's Report – Healthy Streets Members would have an opportunity to discuss the changes that TfL had started to make and would continue to work to embed the Healthy Streets Approach in every level of the organisation. The discussion would also consider the complexities of delivering the agenda and how TfL worked with boroughs including through Local Implementation Plans.</p>	Will Norman/ Secretariat	May 2017	Information is being provided as part of the Mayor's Transport Strategy briefings. The Programmes and Investment Committee has considered a Programme of work. Members to be consulted on proposed dates for a more detailed briefing.
09/02/17	<p>Crossrail Transition Update – Westferry Circus visit Members were invited to visit the Westferry Circus office to see the testing in operation.</p>	Mark Wild / Secretariat	April 2017	Members to be consulted on proposed dates for a site visit.
09/02/17	<p>Crossrail Transition Update – messaging strategy Members requested more information on the messaging strategy for customers as the different phases opened and the service moved from TfL Rail to the Elizabeth Line. They also asked for more information on the top 5-10 transition risks, for example on the signalling software, in future papers.</p>	Howard Smith	July 2017	Information to be included in future update reports.

Actions from previous meetings:

Minute No.	Item/Description	Action By	Target Date	Status/Note
60/07/16	Modern Slavery Statement A regular report on TfL's ethical procurement activities would be provided to the Safety, Sustainability and Human Resources (SSHR) Panel.	Ian Nunn	June 2017	On SSHR Panel forward plan.
74/09/16	Commissioner's Report – TfL's contribution to affordable housing Members would be provided with more information on how TfL is contributing to the Mayor's affordable housing agenda.	Graeme Craig	March 2017	Completed. Discussed by the Finance Committee.
75/09/16	Finance Report – Bus Safety Programme reporting requirements It was agreed that the Bus Safety Programme should include specific targets and that the data reported to the Safety, Sustainability and Human Resources (SSHR) Panel should include details on bus staff safety (injuries and assaults), injuries to other road users impacted by buses and trend analysis over the medium and long term.	Leon Daniels	June 2017	On SSHR Panel forward plan.
75/09/16	Finance Report – Low emission technology buses Further information would be provided to the Safety, Sustainability and Human Resources (SSHR) Panel on the factors that determined TfL's approach to low emission bus technologies.	Leon Daniels	March 2017	Completed. Discussed by SSHR Panel.
89/11/16	Commissioner's Report – Lorry Safety Direct Vision Standard Members requested that the Safety, Sustainability and Human Resources (SSHR) Panel receive regular updates on the number of direct vision lorries on the roads against each star category and suggestions to improve take up if required.	Leon Daniels	June 2017	On SSHR Panel forward plan.
89/11/16	Commissioner's Report – Oxford Street Pedestrianisation Members would be provided with a briefing as the plans were developed.	Leon Daniels	TBC 2017	On Board forward plan.

Minute No.	Item/Description	Action By	Target Date	Status/Note
89/11/16	Commissioner's Report – Apprentices and Graduates Diversity Regular reports on progress would be considered by the Safety, Sustainability and Human Resources (SSHR) Panel.	Tricia Wright	June 2017	On SSHR Panel forward plan.
89/11/16	Commissioner's Report – Organisational risk and assurance A report would be made, at least annually, on organisational risk and assurance, recognising that this would also be covered in more detail by the Audit and Assurance Committee (AAC).	Ian Nunn	June 2017	On AAC and Board forward plans.
108/12/16	Finance Report – Bus ridership A more detailed paper on buses would be submitted to a future meeting. This would cover why central London ridership had fallen, modal shift and the action being taken to restore ridership through addressing congestion and promoting services. The paper would also cover proposals to review and rebalance services.	Leon Daniels	May 2017	On forward plan for Customer Service and Operational Performance Panel.
113/12/16	One Facilities Management Contract – Disabled people The needs of disabled people had been taken into account and this would be covered in the paper submitted to the Finance Committee.	Ian Nunn	March 2017	Completed.
115/12/16	London Underground Ticket Office Review TfL's Independent Disability Advisory Group would be engaged and specific interventions to provide focal points and to address the needs of disabled passengers would be discussed with the Customer Service and Operational Performance (CSOP) Panel.	Mark Wild	March 2017	Completed. Regular reports will be made to the CSOP Panel.