

Transport for London

Minutes of the Open Board

Capital Suite, London Chamber of Commerce
33 Queen Street, London
2.05pm, Wednesday 12 March 2008

Members

Dave Wetzel	Vice Chair, Board Member
Honor Chapman	Board Member
Christopher Garnett	Board Member
Stephen Glaister	Board Member
Kirsten Hearn	Board Member
Sir Mike Hodgkinson	Board Member
Judith Hunt	Board Member
Eva Lindholm	Board Member
Paul Moore	Board Member
Patrick O'Keeffe	Board Member
Rana Roy	Board Member
Dabinderjit Singh Sidhu	Board Member
Tony West	Board Member

In Attendance

Lord Toby Harris	Board Adviser
Bryan Heiser	Board Adviser
Lynn Sloman	Board Adviser

Staff

Steve Allen	Managing Director, Finance
David Brown	Managing Director, Surface Transport
Ian Brown	Managing Director, London Rail
Howard Carter	General Counsel
Stephen Critchley	Chief Finance Officer
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
Doug Oakervee	Chief Executive, Crossrail
Tim O'Toole	Managing Director, London Underground
Peter Regan	Director of Corporate Finance
Valerie Todd	Managing Director, Group Services
Mike Robinson	Head of Secretariat

12/03/08 Apologies and Declarations of Interest

Dave Wetzel chaired the meeting. Apologies for absence had been received from Ken Livingstone, Peter Anderson, Shiria Khatun, Malcolm Murray-Clark, Murziline Parchment and Sir Gulam Noon.

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

13/03/08 Minutes of the Open Meeting held on 6 February 2008

The minutes of the open meeting held on 6 February 2008 were approved as a correct record and signed by the Chair.

14/03/08 Matters Arising and Actions List

In relation to 07/02/08 (Taxi Fares), the Commissioner outlined statistics relating to the diversity of taxi drivers. Considerable progress had been made in increasing the representation of BAME people in the taxi trade to more fully reflect London's population.

The Board noted the actions list.

15/03/08 The Commissioner's Report

The Commissioner introduced his report and highlighted the performance improvements achieved by TfL since its inception. He also highlighted TfL's success in tackling crime on London's buses which was 11 per cent lower than a year ago. The reduction in crime, now just 15.3 crimes per million passenger journeys, had been delivered while bus passenger numbers continued to rise (up approximately 7 per cent over the same period). Rana Roy requested that he receive a breakdown of the year on year improvements by passenger kilometre, mode and modal share.

[ACTION: Michèle Dix]

Other key developments included the successful launch of the Low Emission Zone, the Mayor's new strategy on walking and cycling, useful liaison with London Borough Chief Executives and successes at the London Transport Awards.

A reply to the issues raised by Porsche in relation to emissions based congestion charging had been given and Board members would be kept informed of developments.

A briefing on the recent US Congressional visit to TfL would also be circulated to the Board.

[ACTION: Vernon Everitt]

Board Members requested the opportunity to influence the DfT consultation on NATA (New Approach to Appraisal). TfL's draft response to the consultation would be circulated to the Board.

[ACTION: Michèle Dix]

The Board noted the report.

16/03/08 Budget 2008/09

Steve Allen introduced the report and gave a brief presentation on the 2008/09 budget highlights and key deliverables. The budget provided for passenger growth, maintenance of operational services and the delivery of the investment programme.

A revised budget would be submitted later in the year encompassing changes arising from the expected inclusion of Metronet and Crossrail into the TfL Group.

It was confirmed that growth in passenger numbers and fare income was being tracked and that the operating cost review should identify additional efficiencies and savings.

The Board:

- 1 noted the contents of the report; and**
- 2 approved the 2008/09 Budget.**

17/03/08 London Transport Museum Restructuring – Internal Transfer Scheme and Amendment of Standing Orders

Howard Carter introduced the report. Following the Board's previous agreement to establish the Museum as a charity, the report sought approval for a transfer scheme and consequential amendments to TfL's standing orders. The Museum had just received its registration from the Charity Commission.

The Board:

- 1 approved in principle the making of an internal transfer scheme as part of the restructuring of the London Transport Museum;**
- 2 authorised the Commissioner (or in his absence, the MD Marketing and Communications) to give final approval to the transfer scheme and submit it to the Mayor for his approval;**
- 3 approved the amendments to TfL's Standing Orders necessary to facilitate the restructuring of the Museum; and**
- 4 delegated to General Counsel final approval of these amendments to the Standing Orders.**

18/03/08 Revisions to the Code of Governance

Howard Carter introduced the report and explained that a revised model Code of Governance had been prepared by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Society of Local Authority Chief Executives (SOLACE). Consequently, the TfL Code had been reviewed. The new version was more concise and had been considered in detail by the Finance and Audit Committees. Both had been happy with the new Code, subject to changing the term 'London's Citizens' to reflect a broader group of visitors and service users.

Subject to incorporating the comments made by the Finance and Audit Committees, the Board:

- 1 approved the revised TfL Code of Governance; and**

2 noted the methodology for the compilation of the annual Statement of Governance Assurance to be included in the Statement of Accounts.

19/03/08 Report from the Safety, Health and Environment Committee held on 4 March 2008

Dave Wetzel introduced the report.

The Board noted the report.

20/03/08 Report from the Finance Committee held on 6 March 2008

Sir Mike Hodgkinson introduced the report.

The Board noted the report.

21/03/08 Oral Report from the Audit Committee held on 12 March 2008

Judith Hunt outlined the key issues discussed at the meeting which had been held immediately prior to the Board. A written report would be circulated to Members in due course. **[ACTION: Secretariat]**

The Board noted the oral report.

22/03/08 Any Other Business

Dave Wetzel noted that this was the last meeting of the Board during the current Mayoral term and thanked Members, Advisers and staff for their hard work.

No further items of business were raised and the meeting closed at 3.05pm. The next scheduled meeting would be held on Wednesday 25 June 2008 at 10.00am.

Chair: _____

Date: _____