

## Transport for London

Minutes of a meeting of the Board  
held on Wednesday 1 December 2004, commencing at 10.00am  
in the Chamber, City Hall, the Queen's Walk, London, SE1 2AA

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### Present:

**Board Members:** Dave Wetzel, Chair                      David Begg  
Honor Chapman    Stephen Glaister  
Kirsten Hearn    Meg Hillier  
Sir Mike Hodgkinson                                      Susan Kramer  
Paul Moore    Sir Gulam Noon  
Patrick O'Keeffe    John Ormerod  
Tony West

**Special Advisers:** Lord Toby Harris                      Bryan Heiser  
Murziline Parchment                                      Lynn Sloman

**TfL Officers:** Maggie Bellis, Managing Director, Corporate Services  
Luke Blair, Interim Managing Director, Group Communications  
Ian Brown, Managing Director, London Rail  
Stephen Critchley, Chief Finance Officer  
Karen Ferguson, Interim Chief of Staff, Commissioner's Office  
Peter Hendy, Managing Director, Surface Transport  
Betty Morgan, Head of TfL Legal  
Tim O'Toole, Managing Director, London Underground  
Jay Walder, Managing Director, Finance and Planning  
Jackie Wright, Interim General Counsel

**Secretary:**                      Louisa Sherry

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### ACTION

#### 155/12/04    **APOLOGIES FOR ABSENCE**

Apologies were received from Ken Livingstone, Mayor, Nicky Gavron, Deputy Mayor (observer), Mary Hardy, Director of Internal Audit and Valerie Todd, Director of Group Equality and Inclusion.

#### 156/12/04    **MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 27 October were AGREED and signed by the Chair as an accurate record. It was NOTED that in order to progress the Bond Issue, the Mayor had previously agreed minute number 145/10/04.

**157/12/04 MATTERS ARISING**

There were no matters arising.

**158/12/04 COMMISSIONER'S REPORT**

The Board considered the Commissioner's report for December 2004. The key points arising from the discussion were:

Congestion Charging

The Mayor's announcement the previous day of the proposal to increase the congestion charge from £5 to £8 (with other discounts and variations) was discussed. Peter Hendy advised members that the proposed increase in charge and the proposed Western extension are separate issues; TfL would now begin consultation on the charge increase

Crossrail

The Board extended thanks to Sir Christopher Benson who is stepping down as Chairman of Crossrail and welcomed Adrian Montague.

Rail Fares Integration

Ian Brown advised members that a working party, including the SRA, has been convened to try and establish a budget for rail services in London. He also advised that zonal fares on National Rail will be introduced London-wide through an incremental process with individual Train Operating Companies.

[Post Meeting Note – DfT have since advised that zonal fares will be implemented by 2007].

Following discussion, the Board NOTED the report.

**159/12/04 2<sup>ND</sup> QUARTER FINANCE AND PERFORMANCE REPORT**

Jay Walder introduced this paper by advising members that patronage on both the Tube and buses has increased. The Tube increase can be attributed, in part, to the rise in tourism. Trans-Atlantic travel is almost at the same level as pre-September 11. Both bus and DLR performance remains very strong.

It was noted that the communications team have a strategy in place for communicating the positive messages on patronage and performance and are very firm on rebutting inaccuracies in the press.

In terms of the workforce composition it was recognised that there were a number of factors contributing to the lower levels of BME and female staff in senior management. The Commissioner reminded members that Valerie Todd has recently been appointed Director of Group Equality and Inclusion and will be taking these issues forward over the next few years.

Members noted that figures were not yet available on disability for LUL or the senior management team. The Commissioner agreed to prepare a paper for the February Board meeting presenting disability figures for both these categories as well as sexual orientation if possible.

R Kiley

Following this discussion, the Board NOTED the report.

#### **160/12/04 TFL INITIAL PERFORMANCE ASSESSMENT**

Board members expressed their delight and congratulations at achieving an “excellent” rating.

Members considered the main areas for improvement are building capacity within the organisation and planning and policy work.

The Audit Commission had noted a relatively poor comparative rating given to the number of accessible pedestrian crossings. Peter Hendy agreed to take this forward through the Surface Advisory Panel.

P Hendy

The Board were pleased to NOTE the report.

#### **161/12/04 BOND ISSUE UPDATE**

Jay Walder told the Board that both Standard and Poors and Fitch Ratings have confirmed TfL’s AA rating which is very positive news and reflects the organisation’s strong relationship with Government and its professional approach to the Bond issue.

Extensive discussions have taken place, in private, with the Finance Committee who agreed the Medium Term Note during the week of 22 November. The Committee have agreed to review, from time to time, any further issues. Officers are now carrying out investor presentations which are being very well received.

The Board NOTED this update.

#### **162/12/04 REPORT FROM FINANCE COMMITTEE**

The Board NOTED the matters discussed at the Finance Committee held on 12 November.

**163/12/04 REPORT FROM SAFETY, HEALTH AND ENVIRONMENT COMMITTEE**

Dave Wetzel drew members' attention to the improvements shown in both bus operator driver quality monitoring scores and SPAD incidents on the Underground.

The issue of CCTV cameras was raised. Concern was expressed that TfL does not get the recognition for installing CCTV cameras at rail stations to improve passenger safety. Ian Brown and Luke Blair will address this issue.

**I Brown  
L Blair**

It was recognised that, in terms of road safety cameras, co-operation from other partners in the London Safety Camera Partnership is vital to achieve the maximum speed of installation of cameras. Peter Hendy agreed to brief the Mayor and Dave Wetzel agreed to include this as an item for a future SHEC meeting.

**P Hendy  
D Wetzel**

The Board NOTED this report.

**164/12/04 ADMINISTRATIVE ISSUES UNDER STANDING ORDERS**

Jackie Wright introduced the paper advising members that it contained a number of administrative issues arising from the Standing Orders.

The Board:

- CONFIRMED the appointment of Jackie Wright as interim General Counsel and Secretary in the absence of Fiona Smith.
- CONFIRMED that Jackie Wright can exercise all functions of General Counsel and Secretary under Standing Orders or as otherwise delegated.
- CONFIRMED that the Assistant Company Secretary (from time to time) is authorised to carry out the functions of the Director of Corporate Governance and Deputy Company Secretary under Standing Orders or as otherwise delegated and CONFIRMED that all actions taken or to be taken by the Assistant Company Secretary in exercising any of the functions of the Director of Corporate Governance and Deputy Company Secretary are as if she were the Director of Corporate Governance and Deputy Company Secretary.
- APPROVED the amendment to TfL Standing Order No. 1 appendices 5, 6 and 7 to reflect that the Rail, Underground and Surface Advisory Panels will be held not less than 5 times per year or at such other frequency as determined from time to time by the Chair.

- NOTED the resignation of Kirsten Hearn from the Finance Committee due to pressure of work and the timing of TfL meetings.

**165/12/04 DOCUMENTS SEALED ON BEHALF OF TFL**

The Board NOTED the documents sealed on behalf of TfL between 12 October and 17 November 2004.

**166/12/04/ ANY OTHER BUSINESS**

Prudential Indicators

Stephen Critchley introduced a paper which set out revised Prudential Indicators. He advised members that they had changed following the adoption of the revised budget and business plan at the October Board meeting.

The Board NOTED the report and APPROVED the revised Prudential Indicators.

TfL Board Meetings and Briefings

The Commissioner advised members that since September 2003, there had been 18 Board briefings. Concern was expressed about this high figure and officers were asked to consider carefully which topics were suitable for briefings and to consider other options for communicating with Board members before requesting briefings.

**Officers**

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CHAIR