

# Transport for London

## Minutes of the Environment, Corporate and Planning Panel

Boardroom, 14<sup>th</sup> Floor, Windsor House, London  
3.00pm, Wednesday 6 October 2010

### Members

Baroness Grey-Thompson	Chair
Sir Mike Hodgkinson	Vice Chair
Steven Norris	Panel Member
Patrick O'Keeffe	Panel Member
Tony West	Panel Member

### Staff

Martin Brown	Director Safety Health and Environment, London Rail
Nigel Campbell	Director of Policy Analysis (for part)
Howard Carter	General Counsel
Michèle Dix	Managing Director, Planning
Frank Douglas	Group HR Director (for part)
Vernon Everitt	Managing Director, Group Marketing and Communications (for part)
Stephen Golden	Head of Equality and Inclusion (for part)
Ellen Howard	Director of Corporate Governance
Richard Stephenson	Director, Group Health, Safety and Environment
David Burgh	Secretariat Officer

### **01/10/10      Apologies and Declarations of Interest**

Apologies for absence had been received from Peter Anderson, Judith Hunt and Eva Lindholm. Apologies for absence were also received from Steve Allen, the Managing Director, Finance.

Baroness Grey-Thompson declared an interest as Vice Chair of the Athletes' Committee for the London Organising Committee of the Olympic Games (LOCOG). Sir Mike Hodgkinson declared an interest as a non-executive director of Crossrail Limited. Steven Norris declared interests as a Board Member of the London Development Agency, as Chairman of AMT-Sybex Limited, as Executive Chairman of Jarvis plc, as a non executive director of Initiate Limited and as Chairman of Saferoad BLG Limited. Tony West declared an interest as a member of Bexley Council's Public Transport Advisory Group.

### **02/10/10      Terms of Reference of the Environment, Corporate and Planning Panel**

**The Panel noted the Terms of Reference under which it would operate.**

**03/10/10**      **Managing the Equality Implications of the Spending Review**

Frank Douglas and Stephen Golden introduced a paper regarding TfL's preparations for assessing the potential equality impacts of the Government's Spending Review. This included TfL's review of the organisation's structure, Project Horizon, and the measures being taken to comply with the requirements of equality legislation.

The Panel discussed the measures TfL had in place to address the equality issues of proposed changes in staffing, including training and talent development schemes. Frank Douglas undertook to report back to the Panel once there was sufficient data on the possible impact of Project Horizon and the Spending Review.

**[ACTION: Frank Douglas]**

**The Panel noted the paper.**

**04/10/10**      **TfL Digital Strategy 2010-2013**

Vernon Everitt introduced a paper on TfL's use of digital communication channels. This was the latest in a series of reports examining different elements of TfL's overall communications and customer information strategy.

The Panel welcomed initiatives to provide useful data for public use.

**The Panel noted the paper.**

**05/10/10**      **Travel in London Report Number Three**

Michèle Dix introduced a paper on the content and progress of TfL's third edition of the Travel in London report, which was expected to be published in December 2010.

The December publication would improve alignment of data availability and publication in future years, while dissemination of key information in a more timely fashion could be undertaken through the TfL website.

**The Panel noted the paper.**

**06/10/10**      **Strategic Assessment Framework**

Michèle Dix introduced a paper that explained the background to TfL's development of the Strategic Assessment Framework (SAF) following the publication of the Mayor's Transport Strategy (MTS), and to outline the use of the SAF to support project and programme development, approval and business planning processes.

**The Panel noted the paper.**

**07/10/10      Development of Modelling Capability in TfL**

Michèle Dix introduced a paper on the development of a set of five sub-regional transport models. This was a key component of Planning’s remit to enhance modelling capability within TfL, with a focus on building in-house modelling capability.

Model development would improve TfL's analytical capacity and reduce costs. Local authorities had welcomed the initiative as it was more robust than other models available, providing access to a new modelling facility, with their use of a robust TfL framework being preferable to reliance on others of uncertain quality. There would be significant benefits in terms of credibility from inviting developers to work with TfL developed models and licensing consultants to use and run them. Funding from developers and licensing could be reinvested in the model development and updating process.

**The Panel noted the paper.**

**08/10/10      Any Other Business**

There being no further business the meeting closed at 3.45pm.

The next scheduled meeting would be held on Wednesday 17 November 2010 at 10.00am.

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

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