

TRANSPORT FOR LONDON

PLANNING AND CORPORATE PANEL

SUBJECT: TERMS OF REFERENCE

DATE: 19 MARCH 2009

1 PURPOSE AND DECISION REQUIRED

1.1 This paper invites Members to note the Panel's Terms of Reference.

2 BACKGROUND

2.1 On 30 September 2008, the Board agreed to the formation of the Planning and Corporate Panel and delegated to General Counsel any further necessary changes to Standing Orders, including drafting the terms of reference of the new Panel.

2.2 Appendix 1 to this paper sets out the Terms of Reference of the Panel. These adopt a consistent approach to those of the Rail and Underground Panel and the Surface Transport Panel.

2.3 On 10 February 2009, the Mayor advised the Board that he had asked Daniel Moylan to review TfL's Panels and Committees and to make recommendations to improve their effectiveness.

3 RECOMMENDATION

3.1 The Panel is asked to NOTE the Terms of Reference of the Planning and Corporate Panel and that change to the Panel and its Terms of Reference may be recommended to the Board as a result of the review of the Panels and Committees.

4 CONTACT

4.1 Contact: Ellen Howard, Director of Corporate Governance
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PLANNING AND CORPORATE PANEL

Membership

Chair	Judith Hunt
Members	Peter Anderson Daniel Moylan Patrick O’Keeffe Kulveer Ranger Tony West
In attendance	With the Chair’s agreement other persons can attend all or any part of a meeting
Secretary	To be agreed by the Board Secretary
Quorum	Three members

Frequency of Meetings

1. The Panel shall meet at least four times a year or at such greater frequency as determined by the Chair.

Terms of Reference

2. **The Panel will advise and assist the Commissioner and Chief Officers with issues relating to:**
 - (a) supervising the development of TfL’s strategic objectives and in particular:
 - (1) monitoring implementation of strategic objectives;
 - (2) monitoring strategic development of TfL access, inclusion and transport equality strategies;
 - (3) monitoring strategic involvement of engagement with boroughs, businesses and other stakeholders;
 - (4) monitoring integration of the Transport Strategy and plans with other Mayoral, national and international strategies and frameworks for transport and related issues such as sustainability;
 - (5) monitoring development of TfL ticketing and fares strategies; and

- (6) monitoring strategic development of integration of different transport modes.
- (b) TfL corporate matters and, in particular:
 - (7) overseeing the development of TfL's approach in relation to corporate matters, reflecting the Mayor's transport and other strategies;
 - (8) monitoring the implementation of TfL's Equalities and Inclusion initiatives;
 - (9) monitoring cross modal application of corporate matters including policies, accommodation, employment practices, equality and inclusion and Information Management;
 - (10) monitoring the TfL corporate components of TfL's Business Plan and Budget proposals;
 - (11) supplementary monitoring of the development and implementation of projects as agreed by the Commissioner;
 - (12) evaluating overall business performance and reviewing Best Value plans and performance indicators in relation to corporate management;
 - (13) monitoring TfL's approach to external communications and stakeholder relations; and
 - (14) monitoring the development and implementation of the GLA group convergence framework.