

TRANSPORT FOR LONDON

SURFACE TRANSPORT PANEL

SUBJECT: TERMS OF REFERENCE

DATE: 24 FEBRUARY 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 Surface Transport 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 Planning and Corporate 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 Surface Transport Panel and that changes 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
Phone: 020 7126 4221

SURFACE TRANSPORT PANEL

Membership

Chair	Steven Norris
Members	Charles Belcher Dame Tanni Grey-Thompson Judith Hunt Daniel Moylan Bob Oddy Patrick O'Keeffe Keith Williams Steve Wright
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 on issues relating to street management, bus, river, tram, taxi and private hire services and, in particular, undertake the following activities:
 - (a) oversee the development of TfL policies in relation to street management and surface transport reflecting the Mayor's transport and other strategies;
 - (b) evaluate overall business performance in relation to street management and surface transport;
 - (c) undertake supplementary monitoring of the development and implementation of projects; and
 - (d) consider reports on the evolving needs of street users and surface transport customers and monitor levels of user and customer satisfaction.