
Minutes

Agenda item: 3
Drafted 15.10.19

Minutes of the meeting of the Board held on 15 October 2019 at Europoint, 5-11 Lavington Street, London, SE1 0NZ

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Present

Members

Alan Benson, Safia Iman, Arthur Leathley (Chair), Karen McArthur, Laura Osborne, Abdi Osman

Secretariat

Tim Bellenger

Luke Muskett

Joanna Simons

Director, Policy and Investigation

Committee and Public Liaison Officer

Chief Executive

1 **Chair's introduction and pre-meeting announcements**

The Chair welcomed those present to the meeting and made the standard safety announcements.

2 **Apologies for absence**

The Chair stated that he had received apologies for absence from Jackie Ballard.

3 **Declarations of interest**

There were no additional declarations of interest.

4 Chair's activities and Transport Focus update

The Chair stated that he had been working with Joanna on the new business plan which had gone before the London Assembly's Transport Committee on 8 October 2019. He remarked that the atmosphere during the session had been good and Members had been receptive to what had been outlined to them.

The Chair said that there had been ongoing discussions at Transport Focus about the new joint working relationship with London TravelWatch. He said that they had held an interesting strategy session looking at the risks and opportunities that would come out of the partnership. On the risk side, he stated that there was a perception that the governance arrangements could take a lot of time to get right which would absorb staff time. The Chief Executive said that she did not share that view. The Chair added that lessons on best practice could be learnt by both organisations. A member asked if a new memorandum of understanding had been drafted. The Chief Executive replied that this would be done after the recruitment process to appoint a new director had been started.

The Chair said that there was a lot of knowledge within London TravelWatch and staff had the ability to produce very detailed information, which Transport Focus want to take advantage of. The Chair stated that additional risks were to do with more people coming into the market producing competing research to what Transport Focus was doing. There was also a risk and opportunity in terms of recommendations coming out of the Williams' review, particularly in how it saw passenger representation.

The Chair commented that on 21 October London TravelWatch would be holding its fourth Ruth Thompson memorial lecture, this time focusing on autonomous vehicles. He said that 65 people had confirmed to attend from across the transport industry, and that the event would be a good opportunity to meet with them and discuss ideas. The Chief Executive suggested that the guest list for the event be circulated to Members.

ACTION: Committee and Public Liaison Officer

5 Minutes of the Board meeting held on 9 July 2019 and Governance Committee held on 14 May 2019

The minutes of Board meeting from 9 July 2019 were agreed by the Board and signed by the Chair as a correct record. The Governance Committee minutes from 14 May 2019 were noted by the Board.

6 Matters arising (LTW604)

The Director, Policy and Investigation said that GTR used to make passengers aware on the train when was the last station that Oyster/Contactless tickets were valid. The Chair asked that the point be clarified with GTR.

ACTION: Committee and Public Liaison Officer

7 Resolution to move into confidential session

It was resolved, under section 15(2)(b) of schedule 18 of the Greater London Authority Act 1999, that by reason of the confidential nature of the item(s) to be discussed, it was desirable in the public interest that the public should be excluded for a section of the meeting.