

Date: 23 January 2019

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**Notes of the meeting of the Chairs' Group held on 23 January 2019     DRAFT**

**Present:** Arthur Leathley (AL), Alan Benson (AB) Janet Cooke (JC), Tim Bellenger (TB), Richard Freeston-Clough (RF-C) and Gytha Chinweze (GC)

**1. Notes of last meeting**

These were noted.

**2. Agenda forward planning**

- 12 February Governance Committee – the report on the office move will include details on savings from the move and lessons learned
- 19 February Interchange Matters event – AL will chair. Shashi Verma has been confirmed as a speaker and he is happy to tailor his contribution depending on the rest of the event. The second session is likely to be a panel session to discuss customer service, JC will give a short introduction and we will ask GTR, Greater Anglia, London Underground and a local authority for representatives. The event will start at 9.30am for 10am and will run until 12.30pm. The office will close for the morning so staff can attend.
- 26 February Board– The Euston item will be deferred until later in the year and the safety on buses report will not be ready for this meeting. Members will be sent a briefing note on Eurostar in advance of the meeting. There is a potential opportunity to discuss fares if the RDG review findings have been published (a further fares and ticketing roundtable is also included in the workplan).
- 15 March – the first of two safety on buses industry seminars Loughborough University have to do as part of the research agreement. The second will be held in April. It was agreed to circulate a background briefing before the industry seminar on 15 March.
- 19 March Policy Committee– It was agreed to invite Addison Lee to join Uber on the private hire item and to invite TfL to answer questions. AL would chair this item as AB has a conflict of interests because Transport for All do training work for Uber. We should flag up South Western Railway's visit to the press as London TravelWatch 'calling them in' to explain poor performance. Sandilands and other safety related items will be moved to June.
- 2 April Board– this will be held in Barking town centre and concentrate on local issues such as the final electrification of the Barking Gospel Oak line, the potential Barking Riverside extension and the rebuild of Barking station and

associated regeneration. The Leader of Barking and Dagenham Council will be invited. A council venue has been organised opposite the station. Once we have finalised our agenda we will let TfL know what we need from them.

- It was agreed that the Board will invite Paul Crowther, Chief Constable of the BTP, to a meeting later in the year.

### **3. New member induction**

- JC said that it would not be possible to organise an induction event for new members until late February due to availability constraints. Two all day sessions would probably be needed with members to go into the detail of the organisation's statutory background, rules and procedures. She said that a member handbook is being produced which would help with induction. New members will be given website logins and passwords on 1 February and an electronic copy of the handbook will be added to the private section of the website.
- JC said that a short briefing session could be offered to new members before the Governance Committee meeting on 12 February at 9am. The Governance Committee reports will provide an opportunity to show how the organisation works.
- A briefing note will be sent out to new members a week before the next Interchange Matters seminar on 16 February and additional briefing notes will be included with the papers for the Board meeting on 26 February.
- There are currently three dates which new members are free for induction sessions: 27 February (morning only), 1 March and 4 March.
- TB will also arrange a transport familiarisation day for new members on one of these dates.

### **4. Business plan 2019/20**

- JC and GC met Ed Williams at City Hall to go through two versions of a business plan for the first six months of 2019-20 but he has since advised that Caroline Pidgeon does not want to consider the business plan until after the Anthony Mayer review has been considered. It would be wasted work to do any more at this stage.

### **5. Any other business**

- TB met Arriva Rail London (ARL) last week about their proposed ticket office closures. They would like us to reconsider our recommendation to keep the ticket office at Brondesbury station open as it is the subject of an Access for All funding application which relies on the ticket office being closed. It would then be difficult to put a ticket office back once the lifts are completed. The scheme needs to start by 31/3/19. ARL would also like us to reconsider our position on White Hart Lane and West Hampstead stations which are the subject of major rebuilds. TB will send a note to existing Board members.