
Agenda

Time: 10.00 am
Venue : 6 Middle Street London EC1
Contact : 020 7505 9000

*The public meeting will be preceded by a members' only session from 9.30 am until 10.00 am. The public meeting will begin at 10.00 am and will be open to the news media and public unless a resolution to move into private session is passed in respect of specific agenda items.

Members: David Barry, Terry Bennett, Gail Engert, Sharon Grant (Chair),
Sophia Lambert, David Leibling (Deputy Chair)

1. 10.00 **Chair's introduction and pre-meeting announcements**
2. **Apologies for absence**
3. **Declarations of Interest**
All members have been asked to make a standing declaration of interests which can be consulted at the London TravelWatch office or viewed on the internet at: http://www.londontravelwatch.org.uk/home/declarations_of_interest. If any item on this agenda requires a specific declaration to be made, members are requested to do so.
4. **Chair's activities and Passenger Focus update**
5. 10.05 **Minutes**
 - (a) To approve the minutes of Board meeting held on 24 January 2012.
 - (b) To note the minutes of the Governance Committees of 6 December 2011 and 24 January 2012.
6. 10.10 **Matters arising (LTW399)**
To note a report on matters arising from previous meetings.
7. 10.20 **Actions taken (LTW400)**
To note a report on actions taken by members and/or officers since the last meeting.
8. 10.25 **Role of London TravelWatch during Olympic Games**
To agree London TravelWatch's role during the Olympic Games, including in relation to passenger compensation schemes, complaints processes, transport infrastructure and London TravelWatch's work in relation to infrequent travellers.
9. 11.25 **Appointment of closure panel (LTW401)**
To appoint a panel to consider the closure of a London Underground railway station at Watford.

- 10. 12.00 London Assembly review of London TravelWatch (LTW402)**
To note the current position in respect of the implementation of the London Assembly review of London TravelWatch.
- 11. 12.15 Any other business**
To consider any other relevant business of which due notice has been given.
- The Chair will not accept late items unless they are genuinely of an emergency nature.*
- 12. Resolution to move into confidential session**
To resolve, 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 is desirable in the public interest that the public should be excluded for the remainder of the meeting.
- 13. 12.20 Confidential minutes**
To approve confidential minutes of the Board meeting held on 24 January 2012.
- 14. 12.25 Meeting review**
To review the meeting and any financial, reputational or other risks posed therein.

Notes on the Agenda

- i Access to meeting rooms is step-free, and a location map is appended.
- ii The Chair will make every effort to keep to the timings shown for items on this agenda, but there may be occasions when it is necessary to alter them at short notice.
- iii Tea and coffee will be available for members from 09.30.
- iv The next meeting of the Board will be held on 29.05.12 at London TravelWatch.
- v Contact for queries regarding this meeting: Committee Services team on 020 7505 9000 or email sharon.malley@londontravelwatch.org.uk

