
Agenda

Time	10.30*
Location	6 Middle Street, London EC1
Contact no	020 7505 9000
Drafted	29.1.09

*The public meeting will be preceded by a members' only session from 10.00 until 10.30.

The public meeting will begin at 10.30 hours 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.

1 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/document/110/2859>. If there is an item on this agenda that requires a specific declaration to be made, members are requested to do so.

4 Chair's activities and report from Passenger Focus Board (oral reports)

Members wishing to raise questions arising from items 5 to 8 are requested to give at least one working day's notice to the secretariat, so that where necessary any relevant information can be sought.

5 Minutes (to be taken at 10.35)

- a) To approve the minutes of the London TravelWatch Board meeting held on 16 December 2008.
- b) To note the minutes of the Executive group meetings held on 13 November and 11 December 2008.
- c) To note the minutes of the Casework Committee held on 19 November 2008.

6 Matters arising (to be taken at 10.40) (LTW 281)

To note a report on matters arising from items discussed at previous meetings of the Board.

7 Action taken (to be taken at 10.45) (LTW 282)

To note a report on matters dealt with by the Chair, Deputy Chair, and/or officers since the last meeting.

8 Information items (to be taken at 10.50)

To receive, for information, the following reports :

- (a) Neighbourhood Policing Project Board minutes (LTW 283)
- (b) Police and Community Team meeting minutes (LTW 284)
- (c) Croydon Public Transport Liaison Panel minutes (LTW 285)
- (d) Lewisham Public Transport Liaison Panel minutes (LTW 286)
- (e) Parliamentary Advisory Committee on transport Safety minutes (LTW 287)

In the interests of economy details of external meetings attended are printed only on request. Electronic copies may be found in the Board papers section of London TravelWatch's website.

9 Department for Transport's decision on South West Trains' ticket office opening hours (LTW 288) (to be taken at 10.55)

To note the Secretary of State's decision and review London Travel Watch's ticket office opening policies, with a paper from the Director, Research and Development.

10 First Capital Connect Consultation (LTW289) (to be taken at 11.10)

To consider a report by the Director, Research and Development, and agree any formal comments, on the First Capital Connect consultation on ticket office opening hours.

11 Christmas period services review (LTW 290) (to be taken at 11.30)

To receive a report by the Director, Research and Development, which reviews the operation of services during the Christmas period by transport providers within London TravelWatch's remit.

12 Heathrow Airport Runway 3 : Public Transport access (background paper LTW 291) (to be taken at 12.00)

To receive a presentation from Mike Noakes, General Manager, British Airports Authority, on the integration of Tube, rail and surface transport networks to Runway 3.

13 Future meetings (to be taken at 12.40)

To note the anticipated business for forthcoming meetings (oral report).

15 Any other business (to be taken at 12.45)

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.

16 Resolution to move into confidential session (to be taken at 12.50)

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.

17 Confidential minutes

To approve the confidential minutes of both the London TravelWatch Board meeting held on 16 December 2008 and the Casework Committee Meeting held on 19 November 2008.

18 Meeting review (to be taken at 12.55)

To review the issues raised at the meeting and any financial, reputational or other risks that these pose to the organisation. There will be a confidential session for members only from 14.00.

Notes

- 1 A location map is appended.
- 2 Access to the meeting room is step-free. London TravelWatch's reception area and the meeting room are equipped with an infra-red induction loop installed by RNID.
- 3 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.
- 4 Please be aware of the fire evacuation procedure. Details will be announced at the start of the meeting and will be displayed in the meeting room.
- 5 It is anticipated that the public meeting will finish no later than 12.45.
6. Lunch for members will be taken at 13.00, followed by be a confidential session from 14.00. It is anticipated that this session will finish no later than 15.00.
- 8 For queries regarding this meeting or access to the meeting room please contact Carmel Cannon, Committee Administrator, London TravelWatch, on 020 7726 9961 or 020 7505 9000.
- 9 The next meeting of the Board will be held on Tuesday 17 March 2009 at 6 Middle Street, London EC1.

Location of London TravelWatch offices, 6 Middle Street, London EC1



Buses

4 and 153	serving Aldersgate Street
100	serving London Wall, King Edward Street and St Martin's le Grand
8, 25, 242 and 521	serving Newgate Street and Holborn Viaduct
172	serving King Edward Street and St Martin's le Grand
55 and 243	serving Clerkenwell Road
56	serving Aldersgate Street and Giltspur Street
17, 45, 46 and 63	serving Farringdon Road

Rail and Underground

Barbican	Underground and limited National Rail service
Farringdon	Underground and National Rail
St Paul's	Underground
City Thameslink	National Rail

Blue Badge disabled parking

The nearest Blue Badge parking is situated in Bartholomew Close (access only from King Edward Street via Little Britain). For further details contact Carmel Cannon, Senior Committee Administrator, on 020 7726 9961 or use the following web link:
<http://pie.completedirections.com/pbb/CyxBnyEC2>.

Cycle parking

The nearest cycle stand is in Long Lane near the eastern end of Smithfield Market.