
Agenda

Time: 11.00*

Venue: Committee Room 5, City Hall, London, SE1

Contact: 020 7505 9000

*The public meeting will be preceded by a members' only session from 10.00 until 11.00
The public meeting will begin at 11.00 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.

Members : David Barry, Terry Bennett, Kevin Davis, Gail Engert, Daniel Francis, Sharon Grant (Chair), Sophia Lambert, Teena Lashmore, David Leibling, Sarah Pond, Onjali Rauf, Lorna Reith (Deputy Chair)

- 1 11.00 **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/document/110/2859>. 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 11.10 **Minutes**
 - a) To approve the minutes of Board meeting held on 28 September 2010
 - b) To receive for information the minutes of the Executive Group meetings held on 24 June 2010, 12 July 2010, 22 July 2010, 30 September 2010
- 6 11.15 **Matters arising (LTW 364)**
To note a report on matters arising from previous meetings.
- 7 11.25 **Actions taken (LTW 365)**
To note a report on actions taken by members and/or officers since the last meeting.
- 8 11.30 **Update on Transport for London funding allocation**
To consider a presentation by Tom Burton-Page, Head of Group Business Planning at Transport for London, on the outcome of the Comprehensive Spending Review, and agree London TravelWatch's response.
- 9 12.00 **Launch of Station Standards report (LTW 366)**
To note the final published report on station standards in London.
- 10 12.10 **Update on upgrade works in and around London Bridge station (LTW 367)**
To consider a report on the various works being undertaken in and around London Bridge station, and to receive a presentation from Andy Clarke, Programme Manager, and Emma Hebb, Consultation Engagement Manager, from Transport for London Surface Transport, on changes to the bus station at London Bridge.

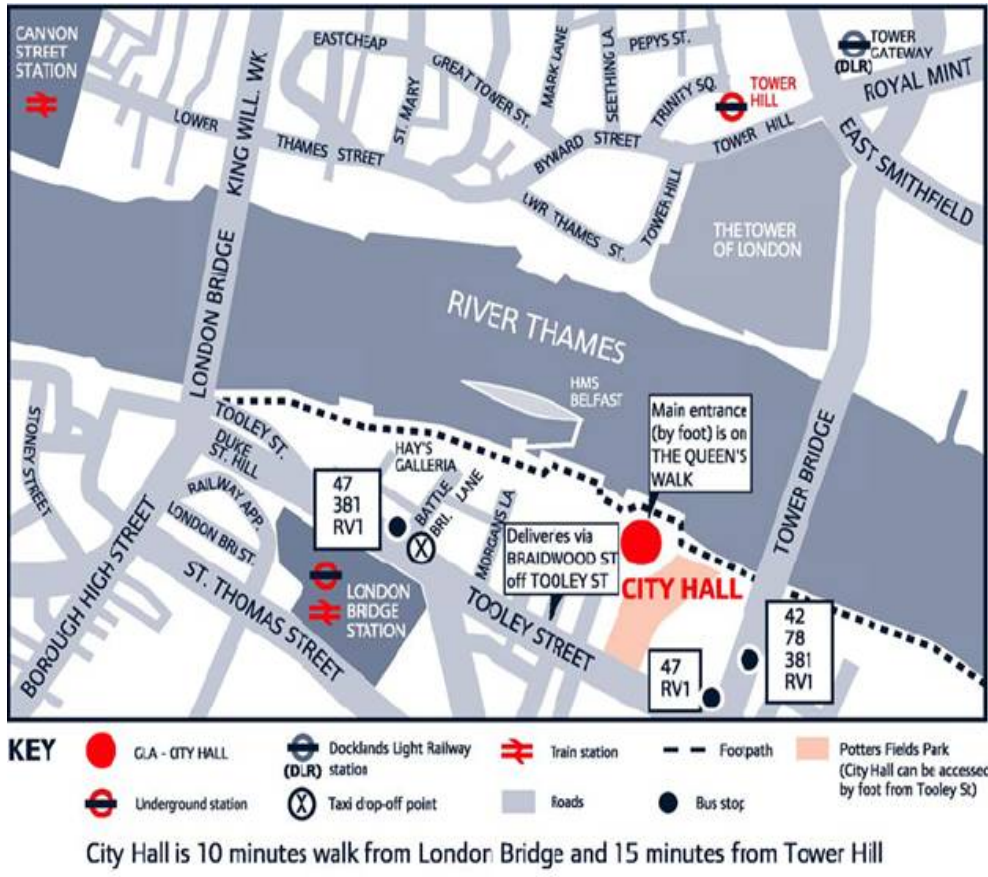
- 11 12.45 Annual Accounts 2009/10 (LTW 368)**
To receive the audited accounts for the period 2009/10.
- 12 12.50 London TravelWatch's workplan 2010/11 (LTW 369)**
To consider performance to date against London TravelWatch's 2010/11 workplan.

Lunch break (Lunch from 13.00 to 13.30)
- 13 13.30 Response to the London Assembly Review**
To agree London TravelWatch's formal response to the London Assembly review of its future.
- 14 14.00 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.
- 15 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.
- 16 14.05 Thameslink upgrade works**
To receive an update from Chris Drabble, Project Sponsor at Network Rail, on changes to the design of the Thameslink upgrade works.
- 17 15.05 Confidential minutes**
To approve confidential minutes of the Board meeting held on 28 September 2010.
- 18 15.10 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 Please note the City Hall Emergency alarm and evacuation procedure :
If the alarm is sounded, you will hear either :
 a woman's voice: "**There is an incident, stand by to evacuate the building**"
or a man's voice: "**Evacuate the building immediately**"
On hearing the "**Evacuate the building immediately**" instruction, please:
- Leave by the nearest available exit
 - Assemble in the centre of the Potters Field Park (between City Hall and Tower Bridge)
 - Follow any instruction given by City Hall Security Officers
- You should not stop to collect personal belongings, use the lifts or re-enter the building.
- v Lunch for members will be taken at 13.00, with the public meeting concluding by about 15.30.
- vi The next meeting of the Board will be held on 1 February 2011 at 6 Middle Street.
- vii Contact for queries regarding this meeting : Committee Services team on 020 7505 9000 or email sharon.malley@londontravelwatch.org.uk

Location of and directions to City Hall



- Rail :
 - London Bridge (Jubilee and Northern lines and National Rail)
 - Tower Hill (Circle and District lines)
 - Tower Gateway (Docklands Light Railway)
- Buses : 42, 47, 78, 381, RV1
- River services : to London Bridge City Pier, also Tower Millennium Pier and St Katharine's Pier - see <http://www.tfl.gov.uk/modalpages/2648.aspx>

For more detail about getting there by public transport, use Transport for London's http://journeyplanner.tfl.gov.uk/user/XSLT_TRIP_REQUEST2?language=en.

- Bicycle: racks are available on the south side of City Hall by Potters Fields Park.
- **Cycle hire docking stations**
The nearest cycle hire docking stations are as follows :
 - Tooley Street, Bermondsey
 - Curlew Street, Shad Thames
 - Tanner Street, Bermondsey
- Car : If you plan to drive to City Hall, you will need to book one of the four parking bays reserved for Blue Badge holders. To book a Blue Badge parking bay, call City Hall's facilities management on 020 7983 4000.
If no bays are available, or you are not a Blue Badge holder, you will not be able to park at City Hall. Parking in streets near City Hall is limited.

- Step free access : For detailed information on step-free access to City Hall by bus, car, taxi and rail or Underground from London Bridge station please visit the following web address : http://www.london.gov.uk/gla/disabled_access.jsp.

Inside City Hall

The main entrance to City Hall is on the north side, by the river (see map). Please allow up to ten minutes upon arrival for security clearance and getting to the Chamber from the main entrance.

Wheelchair access

To the left of the main rotating doors there are wheelchair-accessible automatic doors. To open these, press the yellow button on the outside rail and they will swing outwards. Staff inside should be available to help.

Deaf or hard of hearing visitors

The Chamber is equipped with an infra-red induction loop for the hard of hearing.

Blind or visually impaired visitors

Blind or visually impaired visitors to City Hall can now use a series of tactile maps to help orient themselves while in the building. The moulded plastic maps, which are in a booklet, are to be used in conjunction with an audio guide on CD. The CD explains how the maps work, and how to find where you are on the maps once you are in the building.

The audio guide and tactile maps are available free for loan and can be requested in advance by calling the Greater London Authority's Public Liaison Unit on 020 7983 4100.