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**Confidential Minutes**

Agenda item : 14  
Drafted : 12.12.11

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**Confidential minutes of the Transport Services Committee held on 7 December 2011  
at 6 Middle Street, London EC1**

These minutes are in addition to the public minutes of a meeting of the Committee on the same date. In that meeting 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 this part of the meeting.

**Contents**

- 1 Confidential minutes and matters arising**
- 2 Meeting review**

Members

David Barry, Gail Engert (Chair), Sharon Grant, Sophia Lambert (Deputy Chair), David Leibling

Secretariat

Tim Bellenger	Director, Policy & Investigation
Janet Cooke	Chief Executive
Poonam Hayer	Policy Officer
Sharon Malley	Executive Assistant (minutes)
Vincent Stops	Policy Officer

**Minutes**

- 1 Confidential minutes and matters arising**

The confidential minutes of the Transport Services committee meeting held on 5 October 2011 were agreed and signed as a correct record. There were no matters arising.

- 2 Meeting review**

**Risk issues:** Members considered whether the meeting had resulted in any reputational risks for the organisation. They agreed that the presentations had been professional and high quality, which reflected well on London TravelWatch.

**Press and Media opportunities:** Opportunities for media activity identified during the course of the meeting included work with TfL on Safer Travel at Night, drip-feeding highlights from the passenger priorities document, campaigning for passenger improvements following the Paddington event and promoting the regeneration report through a formal launch in the new year.