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## **Secretariat memorandum**

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Agenda item : 9  
LTW 358  
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### **London TravelWatch meeting dates 2011**

#### **1 Purpose of report**

- 1.1 To present the dates of meetings of the London TravelWatch Board and Committees in 2011.

#### **2 Information**

- 2.1 Meeting dates for 2011 were discussed at the Executive Group meeting on 24 June 2010 and are set out in the accompanying table. Amendments to those dates are in red.

#### **3 Equalities and inclusion implications**

- 3.1 As far as reasonably practicable, all dates have been set to avoid school holidays and major religious festivals.

#### **4 Financial implications**

- 4.1 None – report is for information only.

#### **5 Legal powers**

- 5.1 Under Schedule 18 of the Greater London Authority Act 1999, the Board (as the London Transport Users Committee) is required to meet at least twice a year and whenever convened by the chair. It may delegate the exercise and performance of any of its functions to such (sub) committees as it thinks fit.

#### **6 Recommendation**

- 6.1 That the report is received for information.

# London TravelWatch Meeting dates 2011



2011	Meeting Round	Board	Committees				Private Meetings	
			Access to Transport	Consumer Affairs	Fares and Ticketing	Transport Services	Executive Group	Board Briefings
		6 meetings Tuesday All Day (09.30 to 15.30)	5 meetings Tuesday (13.30 to 16.30)	6 meetings Wednesday (10.00 to 13.00)	5 meetings Tuesday (09.30 to 12.30)	5 meetings Wednesday (10.00 to 13.00)	Monthly Thursday 14.00 to 16.00	Bi-monthly Tuesday
January	1			25.1.11			20.1.11	
February		1.2.11	9.2.11		15.2.11	2.2.11	17.2.11	22.2.11
March	2	22.3.11		9.3.11			17.3.11	
April			5.4.11		26.4.11		21.4.11	26.4.11
May	3	24.5.11					19.5.11	
June			22.6.11	15.6.11		1.6.11	16.6.11	27.6.11
July	4	12.7.11		27.7.11	19.7.11	6.7.11	21.7.11	
August		No scheduled meetings						
September	5	27.9.11		7.9.11	20.9.11		15.9.11	
October			12.10.11			5.10.11	20.10.11	18.10.11
November	6	8.11.11			29.11.11		17.11.11	
December			7.12.11	13.12.11		8.12.11	15.12.11	6.12.11

**Notes – dates in red are recent amendments, to be removed before publication.**

1. All meetings will be held at 6 Middle Street unless otherwise indicated.
2. Dates in italics are to be confirmed.
3. All **Board** and **Committee** meetings are held in public.
4. Executive Group meetings and Board briefings are closed to the public.
5. London TravelWatch aims to hold at least one Board meeting per annum at an external venue (other than City Hall), venue tbc