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**Secretariat memorandum**

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Agenda item: 7  
LTW428  
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Actions taken

**1 Purpose of report**

- 1.1. To advise members of actions undertaken since last meeting by the secretariat or members in relation to any matter pertaining to this committee.

**2 Recommendation**

- 2.1. That the report is received for information.

**3 Information**

- 3.1. The table attached at below contains a list of meetings attended by senior officers of London TravelWatch with various transport providers and organisations. Details of specific actions may be requested via the listed contact.

**4 Equalities and inclusion implications**

- 4.1. This report poses no specific equalities and inclusion implications for London TravelWatch.

**5 Financial implications**

- 5.1. No specific financial implications for London TravelWatch arise from this report.

**6 Legal powers and financial implications**

- 6.1. Section 248 of the Greater London Authority Act 1999 requires London TravelWatch (as the London Transport Users Committee) to consider, and where it appears to it to be desirable, to make recommendations with respect to any service or facility provided by or for (or in the case of hackney carriages and private hire vehicles, licensed by) Transport for London, other than a matter relating to the transportation of freight, if it has been the subject of representations made by or on behalf of users of that service or facility. Section 252B of the same Act places a similar duty on the Committee in respect of users or potential users of railway services provided wholly or partly within the "London railway area" as defined under the provisions of the Railways Act 1993. The Consumer Affairs Committee is not required to consider matters which appear to it to be frivolous or (in the case of railway services) vexatious.

<b>Organisation</b>	<b>Individuals</b>	<b>Notes</b>	<b>Relevant Officers and Members</b>	<b>Date</b> (chronological)
	Tim Brake MP	Bus service planning, Wimbledon loop train services, X26 bus	Chief Executive; Director, Policy and Investigation	05.02.13
c2c	Julian Drury, Managing Director; Hugh Jennings, Head of Retail;	Franchise extension, new franchise, performance	Director, Policy and Investigation; Casework Manager	07.02.13
First Great Western	Mike Hogg, Planning and Operations Director	Franchise extension, new franchise, Reading blockade	Director, Policy and Investigation; Policy Assistant	08.02.13
	Stephen Hammond MP, Minister for Transport	Role and work of London TravelWatch, rail devolution, rail franchising, fares and ticketing review	Chair; Chief Executive; Director, Policy and Investigation	06.03.13
National rail accessibility group			Chief Executive	11.03.13