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**Secretariat memorandum**

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Agenda item: 6

LTW454

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Matters arising

**1 Purpose of report**

- 1.1. To record responses to or further information received on matters arising from previous meetings.

**2 Recommendation**

- 2.1. That the report is received for information

**3 Information**

- 3.1. The current position is set out in the accompanying table (Annex A). Updates for inclusion in this report are invited five working days in advance of the meeting, in writing to the Committee Services team, rather than in person at the meeting.

**4 Equalities and inclusion implications**

- 4.1. None – report is for information only.

**5 Financial implications**

- 5.1. None – report is for information only.

**6 Legal powers**

- 6.1. Section 248 of the Greater London Authority Act 1999 places upon London TravelWatch (as the London Transport Users Committee) a duty to consider - and where it appears to the Committee to be desirable, to make recommendations with respect to - any matter affecting the functions of the Greater London Authority or Transport for London which relate to transport (other than of freight). Section 252A of the same Act (as amended by Schedule 6 of the Railways Act 2005) places a similar duty upon the Committee to keep under review matters affecting the interests of the public in relation to railway passenger and station services provided wholly or partly within the London railway area, and to make representations about them to such persons as it thinks appropriate.

## Annex A: Matters arising from previous London TravelWatch meetings

No	Date	Minute	Action	London TravelWatch owner	Status	
1	29.10.13	1	Organise visits to venues such as the Transport for London control centre, relevant local train operating companies' control centres and the Network Rail centre at East Croydon.	Executive Assistant	Arrangements are currently underway for a visit to the Oyster helpline centre and the train companies' control centre. Currently looking at January dates for Oyster visit.	<b>In progress</b>
2	07.05.13	9	Produce evidence of how community engagement work contributes to objectives including analysis of costs and benefits involved. This should be completed the prioritisation criteria has been established	Communications Officer	Work is in progress as part of the new communications strategy.	<b>In progress</b>
3	07.05.13 23.07.13	9 6, 13	Complete two transport users' engagement events as budgeted during 2013-14, structuring them in such a way as to maximise learning and future resource planning. Circulate dates as soon as possible. Consider points raised by members when planning future events.	Communications Officer	Event at Bexleyheath took place on 30 October 2013. One in Enfield Town due in February/March 2014.	<b>In progress</b>
4	23.07.13	6	Maintain a watching brief on the findings of the Roads Task Force including road pricing and access restrictions.	Director, Policy and Investigation	This is incorporated in the 'value for money' element of the work programme.	<b>Complete</b>
5	15.10.13	8	Review outcomes of Department for Transport's review of fares and ticketing.	Executive Assistant	This has been added to the agenda planning document for consideration in the future.	<b>Complete</b>
6	15.10.13	9	Begin discussion with TfL about improving their performance targets.	Policy Officer	We have requested a meeting with TfL regarding an indicator for bus crowding and journey time.	<b>In progress</b>

No	Date	Minute	Action	London TravelWatch owner	Status	
7	15.10.13	10	Consider adding information about right time arrivals for London Overground to the TfL performance report.	Policy Officer	This will be considered for the next performance report.	<b>In progress</b>
8	15.10.13	10	Consider increasing analysis of Cycle Hire scheme usage through like-for-like comparisons, adding trends by season and monitoring miles travelled per bike, in the TfL performance report.	Policy Officer	This will be considered for the next performance report.	<b>In progress</b>
9	15.10.13	C3	Update report on passenger priorities on the Underground and publish to stakeholders.	Policy Officer	Report has been published and is included on the November Board agenda.	<b>Complete</b>
10	15.10.13	C3	Discuss London TravelWatch's views on TfL's research with TfL when it commissions its next round of research.	Director, Policy and Investigation	This will be raised as and when appropriate.	<b>In progress</b>