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**Secretariat memorandum**

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Agenda item: 7

LTW489

Drafted: 14.01.15

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Key activities

**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.

**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.

Organisation/Individual	Notes	Relevant Officers and Members	Date (chronological)
Network Rail: Dave Ward, Route MD for South East	London Bridge, Thameslink travel demand, performance, Reading blockade, Watford blockade	Director, Policy and Investigation	24.11.14
Travel Demand Management board including Network Rail, TfL, train operating companies, Department for Transport	New Year's Eve, Rugby World Cup, Victoria and Central line behavioural change project update, Easter closures, London Bridge	Chief Executive	25.11.14
Association of Train Operating Companies: Michael Robert, Chief Executive	Contactless payments, smart ticketing update, 'part time' tickets, other fares and ticketing issues, London Bridge	Director, Policy and Investigation; Policy Officer (RN)	26.11.14
London Overground: Peter Austin, Managing Director	London Overground capacity improvement programme, station upgrades, performance, London Bridge, train/platform gaps, changes to cycle policy	Director, Policy and Investigation Policy Officer (RN)	27.11.14
Luton Airport Transport Forum	Presented London TravelWatch report on surface transport access to airports.	Director, Policy and Investigation	01.12.14
Rail Delivery Group stations summit		Chief Executive	03.12.14
Southern: Alex Foulds, Commercial Director	Performance, Thameslink including London Bridge, East Croydon, Redhill, franchise handover	Chief Executive; Director, Policy and Investigation; Policy Officer (KB)	11.12.14
European Rail Policy Forum	Meeting at DfT	Director, Policy and Investigation	12.12.14
First Great Western: James Adeshiyan, Head of Crossrail and Thames Valley upgrade	Timetables, Crossrail, Redhill/Reigate connections to London	Policy Officer (RN); Policy Officer (CW)	15.12.14
Southeastern: David Statham, Managing Director	Oyster extension, performance, infrastructure, timetabling, London Bridge	Director, Policy and Investigation	16.12.14
Thameslink Great Northern: Dyan Crowther, Chief Operating Officer	Performance, station improvements, fleet, Thameslink, Southern integration, access to airports	Chief Executive; Director, Policy and Investigation Policy Officer (RN)	19.12.14
Shashi Verma, Transport for London	Discussion on fares and ticketing changes.	Chair; Director, Policy and Investigation	06.01.14

Organisation/Individual	Notes	Relevant Officers and Members	Date (chronological)
Caroline Pidgeon AM, Chair of London Assembly transport committee	Various issues discussed including Thameslink, London Underground ticket office changes, access to airports, taxis and cycle superhighways.	Chair; Director, Policy and Investigation	07.01.14

In addition, the Chief Executive took part in judging the London Transport Awards in December 2014.