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**Secretariat memorandum**

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Agenda item: 6

LTW497

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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	15.07.14	12	Chief Executive and Communications Officer to meet the Board communications champion to progress design of next Annual Review.	Communications Officer	Options have been considered and designers have been briefed.	<b>Complete</b>
2	09.12.14	6	Organise visits to Kings Cross St Pancras station control room, Bank station and City Airport.	Executive Assistant	Members requested priority be given to a visit to Victoria station, which will take place following the May board meeting. Other visits will be arranged in due course.	<b>In progress</b>
3	09.12.14	6	Prepare interim report on London Underground ticket office closures focusing on most important for early in 2015.	Director, Policy and Investigation	This will be considered again at the June Policy committee meeting.	<b>In progress</b>
4	09.12.14 17.03.15	8 6	Produce briefing document for incoming transport minister following 2015 election. Circulate to members by email for comment.	Director, Policy and Investigation	This was discussed at the recent Chairs' Group meeting and work on the detail is underway. It will be considered in confidential session at the end of the May board meeting.	<b>In progress</b>
5	09.12.14	10	Investigate reasons for not providing step-free access to Central line platforms at Bank station during current upgrade works.	Director, Policy and Investigation	London Underground have committed to introduce step-free access to the Central line platforms at Bank station and London TravelWatch has withdrawn its objection to the proposals.	<b>Complete</b>

No	Date	Minute	Action	London TravelWatch owner	Status	
6	27.01.15 17.03.15	6 9	Write to London Underground on issues relating to the ticket office closures including categorisation of stations, review of Visitor Information Centre provision and access to London Underground research.	Director, Policy and Investigation	A letter is being drafted. Officers will shortly be attending a meeting with TfL to discuss how to take forward sharing TfL's research findings on this issue.	<b>In progress</b>
7	17.03.15	8	Ensure that 'out of London' rail issues are considered by members annually.	Executive Assistant	This issue has been added to the forward plan for future consideration.	<b>Complete</b>
8	17.03.15	11	Consider whether introduction of 20mph speed limits should be brought to a future meeting.	Executive Assistant	This issue has been added to the forward plan for future consideration.	<b>Complete</b>