

Projects and Planning Panel

3 October 2013

Actions List

Actions from the Last Meeting

Minute No.	Description	Action By	Target Date	Status/note
16/05/13	<p><b>TfL Pathway</b> A paper to be submitted to a future meeting of the Panel to provide clarity on the objectives for project management maturity for the next 12 and 24 month periods together with an estimate of financial outcomes. Also to be included: a timeline of typical training, induction and support for an individual using the new methodology and a flow chart detailing the escalation process for project management decisions and approvals.</p>	Andy Eastaugh	November 2013	On forward plan.
17/05/13	<p><b>TfL Investment Programme Report – Fourth Quarter 2012/13</b> Either the green status or the wording describing the delivery of a prototype train for the Deep Tube Programme to be changed for the next quarter’s report.</p>	Andy Eastaugh	-	The wording was amended for the report for the first quarter 2013/14, submitted to the Board on 25 September 2013.
18/05/13	<p><b>Project Monitoring – Project Approvals – Forward Schedule</b> Consideration to be given to the most time efficient and appropriate way to submit to the Panel different phases of projects. The forward schedule submitted to the next meeting to include all cycling and roads projects due for submission over the next 18 months.</p>	Andy Eastaugh	October 2013	The forward schedule in the Project Monitoring – Project Approvals paper has been updated.

## Actions from Previous Meetings

Minute No.	Description	Action By	Target Date	Status/note
10/02/13	<p><b>TfL Sponsorship Capability Development Programme</b></p> <p>The IIPAG to submit to the Panel its detailed views on the Programme.</p>	IIPAG	November 2013	<p>The IIPAG has asked LU to prepare papers on: the five areas identified for sponsorship development and responsibility; and the benefits to the business of benchmarking.</p> <p>Following David Hughes' appointment as Director of Major Programme Sponsorship he had an introductory meeting with IIPAG. Detailed views on the Programme will be provided to the Panel at a future meeting.</p>
11/02/13	<p><b>Project Monitoring – Project Approvals – Surface Transport Briefing</b></p> <p>Surface Transport to give an overarching briefing on cycling and road projects to a future meeting where a number of project approvals are being sought at the same time.</p>	Leon Daniels	-	On forward plan. A briefing on the cycling infrastructure portfolio to be submitted to the November meeting.
09/07/12	<p><b>Project Monitoring – Project Approvals – Future Ticketing</b></p> <p>An opportunity to be provided to discuss the development of the future ticketing project on the use of contactless bankcards, prior to the project's submission for approval to the Finance and Policy Committee.</p>	Shashi Verma	-	On forward plan.