

Transport *for* London

Minutes of a meeting of the Board
held on Monday 3rd July 2000, starting at 1435 hrs
at Room AG16, Romney House, Marsham Street, London SW1P 3PY

Present: Ken Livingstone (Chair)
Dave Wetzel (Vice Chair)
Stephen Glaister
Kirsten Hearn
Mike Hodgkinson
Oli Jackson
Jimmy Knapp
Susan Kramer
Bob Lane
Joyce Mamode
Paul Moore
Steve Norris
David Quarmby
Tony West

In attendance: Bryan Heiser
Ellen Howard
Anthony Mayer
Maureen Nolan
Lynn Sloman
Michael Swiggs

6/00 INTRODUCTIONS AND CHAIR'S REPORT

The Chair welcomed all present on this occasion to the first public Board meeting of London's Transport Authority. There had never been a public meeting of this type among any of the predecessors of Transport *for* London and it was the Chair's intention that this precedent, now established, would continue, so that Londoners could see (and, through the Internet, participate in) the debate on transport issues.

The Chair said he had noted from the 3rd July edition of the Evening Standard that among the key priorities for The Mayor, in Londoners' opinion, making improvements in London's transport system would not only be an 'heroic' achievement, but would also improve the power of the Mayor to do other things for London.

The Chair welcomed the new Board members, and particularly Susan Kramer and Steven Norris, fellow Mayoral candidates in earlier months. The Chair stated he was determined to improve transport and looked forward to the future achievements of TfL.

7/00 APPOINTMENTS

7.1/00 Board Members and Advisors

It was **noted** that the Mayor had decided to be a member of the TfL Board and had made the following appointments to the Board:

Dave Wetzel (Vice Chair)
Stephen Glaister
Kirsten Hearn
Mike Hodgkinson
Oli Jackson
Jimmy Knapp
Susan Kramer
Bob Lane
Joyce Mamode
Paul Moore
Steve Norris
David Quarmby
Tony West

It was further **noted** that The Mayor had invited Lynn Sloman and Bryan Heiser to act as Special Advisors to the Board and that they would attend Board meetings and contribute to discussions, but would not be entitled to vote.

7.2/00 Statutory and Administrative Appointments

It was **noted** that John Hughes had been appointed as Chief Finance Officer but he had resigned this appointment. Pending recruitment of a replacement director, it was **agreed** that Simon Ellis be appointed Chief Finance Officer and Jeremy Howland be appointed as Deputy Chief Finance Officer.

It was **noted** that Anthony Mayer currently holds the position of Chief Executive of TfL on a transitional basis. It was **agreed** that the post be retitled Commissioner of Transport *for* London.

It was **agreed** that Michael Swiggs, Director of Corporate Services, be appointed Secretary to the Board and Maureen Nolan be appointed Assistant Company Secretary.

8/00 T/L STRUCTURE

8.1/00 Organisational Structure

The organisational structure outlined in Board Paper 3.1 was **agreed**, on a provisional basis.

8.2/00 Board Structure

The board structure illustrated in Board Paper 3.2, which showed the relationship between the Board, its four Committees, the proposed five Management Boards and the operating subsidiary companies, was **agreed** on a provisional basis.

Subject to obtaining further legal advice, it was **agreed** that the Chair should progress the terms of reference and Standing Orders of the Board Committees and Management Boards and determine the appointments or appointment processes as appropriate and that a progress report be presented at the next Board meeting.

Pending the investigation and development of the Management Boards and Committees, the following appointments were **agreed**:

Management Boards

Street Management	:	Paul Moore (Chair)
	:	Lynn Sloman (Vice Chair)
Integration	:	Bob Lane (Chair)
	:	<i>Nicky Gavron (Vice Chair)*</i>
	:	Bryan Heiser (Vice Chair)
Corporate Services	:	Steve Norris (Chair)
	:	Kirsten Hearn (Vice Chair)
Rail Services	:	Susan Kramer (Chair)
	:	David Quarmby (Vice Chair)
Bus, Taxi & River Services	:	Dave Wetzel (Chair)
	:	Joyce Mamode (Vice Chair)

Committees

Executive Management	:	Dave Wetzel (Chair)
Remuneration	:	Ken Livingstone (Chair)

* Pending confirmation that Nicky Gavron is legally authorised to act.

It was noted that membership of the other Committees would follow. The Chair invited Board members to advise Anthony Mayer if they wished to serve on any of the Management Boards or Committees.

8.3/00 Appointments to Senior Posts

It was **agreed** that the post of Commissioner of Transport *for* London and the six director posts (excluding London Underground, as TfL does not yet have control) should be the subject of a competitive selection process organised by PricewaterhouseCoopers, with the posts being advertised internally and externally. The Chair invited Susan Kramer and Steve Norris to be involved in the selection process and asked other Board members to advise him (by writing to Anthony Mayer) if they wished to be involved.

It was **agreed** that the Chair be given the authority to appoint the seven senior positions and determine the terms and conditions of appointment; and to determine the appropriate selection procedures.

9/00 **APPROVAL OF STANDING ORDERS**

Subject to the following amendment, the Board **agreed** the Standing Orders attached to Agenda Item 4, applicable from 3rd July 2000, until further revisions are developed and agreed.

The Board **agreed** the following wording in substitution for Standing Order 3.14:

In case of urgency, the Chair of the Executive Management Committee may authorise any action to be taken in the name of the Board. In the absence of the Chair of the Executive Management Committee, other Board members as agreed by the Board from time to time may act. In all cases, consultation must take place with Board members available. All Chairman's actions must be reported at the next meeting of the Board.

It was **agreed** that, in the absence of the Chair of the Executive Management Committee, the following Board members may take Chair's action:

- Paul Moore
- Bob Lane
- Joyce Mamode
- Ken Livingstone

It was **noted** that revised Standing Orders would be brought to the next Board meeting for approval. The Chair invited Board members to advise Anthony Mayer of any changes to the Standing Orders which they considered necessary.

The following changes were **agreed** to the membership of the Board of Transport Trading Limited:

- the resignation of John Hughes
- the removal of Denis Tunnicliffe and Derek Smith
- the appointment of Dave Wetzel (as Chair) and Joyce Mamode
- the appointment of Anthony Mayer
- the continuing appointments of Richard Smith, Clive Hodson and Michael Swiggs

- the appointment of Maureen Nolan as Company Secretary.

10/00 **INTERNAL POLICY STATEMENTS – TfL**

The Board **agreed** the Health & Safety Policy shown as Appendix A of Board Paper 5 and **noted** that a range of other policies and standards were being prepared. It was **noted** that there was a need for further review of policy issues, in particular in the area of employment.

11/00 **2000/01 BUDGET INHERITANCE**

The Board noted the inherited budget for TfL and **agreed** to a report from the Chief Executive at the September Board meeting, following a review. It was also **agreed** that a report on priority items should be considered at the next meeting.

12/00 **PROCEDURAL ITEMS**

12.1/00 Banking Arrangements

The following resolutions were **agreed**:

THAT it was, in the opinion of the Board members, for the benefit of Transport *for* London and for the purposes of its business that it should give the guarantee and sign and deliver to the Bank a guarantee from Transport *for* London and others;

THAT the Chief Finance Officer and the Secretary be authorised on behalf of Transport *for* London to sign the guarantee.

12.2/00 Adoption of Common Seal

The seal, an impression of which was tabled at the meeting, was **adopted** as the common seal.

12.3/00 LRT Pension Fund Interim Deed of Participation

The Interim Deed of Participation was **agreed**, subject to such amendments as may be authorised by the Chief Executive or the Director of Integration or their nominated representative and that the Secretary and Assistant Secretary of T/L are severally authorised to sign, seal and deliver the Interim Deed of Participation on behalf of T/L including any additional deletions and amendments so authorised.

12.4/00 Orders relevant to T/L made under GLA Act 1999

The Board **noted** the Orders (outlined in Appendix 1 of Board Paper 7.4) which were made on 3rd July 2000 and the consequences of those which were not in force by that date.

The Board **approved** the Agreement for Exercise of Functions Pending Transfer and authorised A. Mayer and M. Swiggs to execute the agreement on behalf of T/L.

12.5/00 Statutory Delegations

The Board **agreed** to delegate the discharge of the statutory functions of T/L, as outlined in the schedule attached to Board Paper 7.5, to the committees, officers, and/or subsidiaries of T/L as specified in said schedule.

12.6/00 Approval of meeting cycle

It was **noted** that there would be ten Board meetings held a year. It was further **agreed** that the next three meetings would be held on 27th July, 8th September, and 3rd October, times and venues to be confirmed.

It was **noted** that a schedule of meeting dates for the remainder of 2000 and the whole of 2001 would be circulated to Board members shortly.

13/00 **MANIFESTO OF THE MAYOR FOR LONDON**

The Board **noted** the manifesto of The Mayor and **agreed** to work with the Mayor to facilitate the development, securing and implementation of the Mayor's transport policies and strategy in accordance with their duties under the Greater London Authority Act 1999 and other laws.

14/00 **ANY OTHER BUSINESS**

Public Carriage Office

The Board **endorsed** the Chair's action to delegate power to Michael Swiggs to issue licences for drivers of hackney carriages, hackney carriages, and issue notices for unfit vehicles from 0730 on the morning of 3rd July

There being no further business, the meeting closed at 1525 hours.