

Healthy Streets Portfolio Board

Meeting Title	Healthy Streets Portfolio Board		
Date of Meeting	1 November 2017	Time of Meeting	13:00 – 16:30
Location of Meeting	PALESTRA, 197 BLACKFRIARS ROAD – King's Cross & St Pancras (10YCI&2)		

Attendees – HSPB Members			
Ben Plowden (Chair)	Gareth Powell	Patrick Doig	Nick Fairholme
Peter Blake	Steve Burton	Michael Bridgeland	Justine Curry
Glynn Barton	Lilli Matson	Claire Mann	Will Norman
Ben Lyon (Secretariat)	Emma Osborne	Graham Nash	Helen Chapman
Nigel Hardy	Neil Grover	Julie Lewington	Andrew Summers (item 13)
Tim Steer	Carl Eddleston	Christina Calderato	Ollie Birtill
Tim Thomas	Lucinda Tuner		

Apologies			
David Wylie	Chris Mather		

Time	#	Item Name	Item Description	Purpose	Lead
Standing Items					
13:00	1	Agree Agenda	Confirm the chair of the meeting, that the meeting is quorate (one Surface Director and finance representative), note apologies and agree agenda.	Agree	Chair
13:01	2	Actions List and Minutes	HSPB to review: (a) The minutes recorded at the meeting on 5 October 2017; and (b) The actions list	Note and Discuss	Chair
13:10	3	Forward Planner	HSPB to review the Forward Planner.	Note	Secretariat
Budget & Business Plan					
13:15	4	Finance Update	HSPB to note and discuss the finance update for the portfolio.	Note and Discuss	Patrick Doig
13:30	5	Business Planning (Verbal Update)	HSPB to note the verbal Business Planning update.	Note	Lilli Matson
13:45	6	Value Engineering	HSPB is asked to note the periodic update on the implementation of Value Engineering within Surface Transport, following the proposal endorsed by Surface Strategy Board on 11 October 2016.	Note and Discuss	Neil Grover
Delivery Assurance – presenter availability					
13:55	7	Brent Cross	Healthy Streets Portfolio Board is asked to: (a) Endorse Programme and Project Authority of [REDACTED] for TfL to support construction of Brent Cross London (b) Note TfL's staff costs are fully recoverable from Hammerson Standard Life (c) Endorse approval of delegated	Note and Endorse	Nigel Hardy / David Rowe

			authority from the Managing Director to enter into a Section 278 Agreement with HSL (in accordance with Standing Orders)		
Strategy/Business Assurance					
14:10	8	Rotherhithe to Canary Wharf Crossing	Healthy Streets Portfolio Board is asked to note the revised strategy for delivery of the project following recent developments and in particular the consultation planned to commence 8 November	Note	David Rowe
14:20	9	Vision Zero	The Healthy Streets Portfolio Board is asked to comment on this slide deck and consider ways it could help further embed Vision Zero and road danger reduction across the entire Health Streets portfolio. Papers will be provided on the day	Note and Discuss	Lilli Matson
14:40	10	Liveable Neighbourhoods bids 2018/19 assessment process	Healthy Streets Portfolio Board is asked to note the assessment criteria, and assessment process for the 2018/19 LIP Liveable Neighbourhoods submissions as well as the timescale and the next steps	Note	Graham Nash
14:50	11	Embedding Healthy Streets	Healthy Streets Portfolio Board is asked to note and endorse the paper on Surface's commitment to embedding Healthy Streets and increasing bus patronage, Network Management continues to develop the 'how' in turning the Mayors Transport Strategy into reality using the assets we already have on London's streets.	Note and Endorse	Carl Eddleston
15:05	12	Bus Priority Metric	HSPB Board is asked to: a) Adopt the new Bus Priority Metric with reporting at every quarter b) Endorse the metric to be rolled out to non-Bus Priority schemes which are being delivered as part of the Healthy Streets Portfolio.	Note and Endorse	Carl Eddleston

15:20 – 10 minute break

Portfolio Management Update					
15:30	13	Notifications and Escalations from Programme Boards	HSPB is asked to note the updates from the Healthy Streets Programme Boards: (a) Notifications from the Chairs of the Programme Boards.	Note	P. Board Chairs
15:40	14	Portfolio Management Update	HSPB is asked to note: (a) 2017/18 Budget Deliverables and PAM Milestones; (b) Public Consultation activity; and (c) Portfolio Risk Register.	Note	Chair

Delivery Assurance - Approvals					
15:50	15	A3 Tolworth Strategic Business Case	Healthy Streets Portfolio Board is asked to: (a) Endorse the Strategic Business Case and project gate 1 authority for Tolworth Roundabout; and (b) [REDACTED] spend on further feasibility work on a potential scheme at Tolworth Roundabout.	Endorse and Approve	Tim Thomas
Escalations					
16:00	16	Escalations to the Surface Managing Director	HSPB is asked to determine any escalations to the Surface MD through BMR and Strategy Board	Discuss	Chair
Meeting Review and Close					
16:10	17	Review of meeting and AOB	HSPB to discuss AOB and to review how the meeting went.	Raise & Discuss	Chair
Taken as read, for noting and feedback to Davina Mac via email					
n/a	18	Investment Programme Report – Q2	Healthy Streets Portfolio Board is asked to note and provide feedback direct to Davina Mac on any changes required to the IPR Q2 report.	Note and Provide feedback	Davina Mac
Next Healthy Streets Portfolio Board meeting					
Thursday 23 November 10:00 – 13:00 230 Blackfriars Road, London, SE1 8PJ – Pall Mall & Whitehall Meeting Rooms OYM2&3					

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