

Healthy Streets Portfolio Board

Meeting Title	Healthy Streets Portfolio Board		
Date of Meeting	5 October 2017	Time of Meeting	13:00 – 15:30
Location of Meeting	PALESTRA, 197 BLACKFRIARS ROAD, SE1 8NJ – London Bridge & Morden meeting rooms (8GC1&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	Julie Lewington	Subash Tavares (item 6)	Andrew Summers (item 13)

Apologies			
Glynn Barton	David Wylie	Tim Steer	Will Bradley

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 7 September 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
13:40	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
Strategy/Business Assurance					
13:50	7	Next Steps for Cycling	Healthy Streets Portfolio Board is asked to note the proposed approach to identifying: (a) priority inner and outer London routes and Central London Grid Strategy; and (b) a complementary package of non-infrastructure measures.	Note	Lilli Matson (Andrew Summers)

Time	#	Item Name	Item Description	Purpose	Lead
Portfolio Management Update					
14:10	8	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
14:20	9	Portfolio Management Update	HSPB is asked to note: (a) 2017/18 Budget Deliverables and PAM Milestones; (b) Public Consultation activity; and (c) Portfolio Benefits dashboards; and (d) Portfolio Risk Register.	Note	Ed Preedy
14:35	10	Change Requests	HSPB is asked to approve the change request for: (a) CS10 PAM Milestone – ST-PJ550-CRF3	Approve	Nigel Hardy
14:40	11	Healthy Streets Shadow Board (HSSB) Update (Verbal Update)	HSPB to note the verbal quarterly update on the HSSB.	Note	Will Norman
Delivery Assurance - Approvals					
14:50	12	Cycle Superhighway 10 (CS10)	Healthy Streets Portfolio Board is asked to [REDACTED] and programme authority for CS10 to continue design for CS10, including completion of concept design for Section 1 (Acton to Wood Lane – formerly CSEW Phase 2) and completion of feasibility design for Section 2 (Wood Lane to Lancaster Gate – replacement to CSEW Phase 2 Westway alignment).	Endorse	Nigel Hardy
Escalations					
15:00	13	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					
15:05	14	Review of meeting and AOB	HSPB to discuss AOB and to review how the meeting went.	Raise & Discuss	Chair

Next Healthy Streets Portfolio Board meeting

Wednesday 1 November 13:00 – 17:00 ****This is an amended date****

PALESTRA, 197 Blackfriars Rd, SE1 8NJ – King's Cross and St Pancras meeting rooms

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