

Surface Transport Healthy Streets Portfolio Board Minutes

- 23 November 2017

Attendees

Attendees	Ben Plowden (Chair)	Patrick Doig	Nick Fairholme
	Steve Burton	Justine Curry	Will Norman
	Lilli Matson	Claire Mann	Julie Lewington
	Nigel Hardy	Graham Nash	Subash Tavares
	Neil Grover	Tim Thomas	Edward Preedy
	Chris Mather	Oliver Birtill	William Bradley
	Lisa Barclay	Ben Lyon	William Hardwick
	David Rowe	Christina Calderato	Amri Denton
	Fergus McGhee		
Apologies	Gareth Powell	Peter Blake	David Wylie
	Lucinda Turner	Ben Johnson	Tim Steer
	Glynn Barton	Michael Bridgeland	Siwan Hayward

Decisions and actions

No	Item	Decision	Action/Notes	To Action
Standing Items				
1	Agree Agenda	Agreed	The Chair confirmed the meeting was quorate, agreed the agenda and noted apologies.	
2	Actions Log and Minutes	Noted and Discussed	The HSPB reviewed the: (a) Minutes recorded at the meeting on 1 November and confirmed they were an accurate reflection of the actions that arose following discussions; and (b) Actions list.	
3	Forward Planner	Noted	HSPB reviewed the Forward Planner and noted the updated dates to the meeting dates for the Portfolio Boards and routing deadlines. Annual PIC Approval The annual PIC approval for Healthy Streets was raised. ACTION: Ben Lyon to chase TfL Secretariat to look for PIC dates for early 2018. Ben Lyon to work with Christina Calderato.	Ben Lyon



			ACTION: In the mean time a paper is to be drafted for the February HSPB meeting.	Christina Calderato / Ed Preedy
Budget & Business Plan				
4	Finance Update	Noted and Discussed	<p>HSPB noted the finance update provided by Patrick Doig.</p> <p>It was noted that year-to-date that the boroughs have delivered at a faster run rate that their submissions has put forward, but this is inline with previous run rates in former years. This will be kept monitored.</p> <p>Network impact of works planned on the road network - this should specifically look at the cumulative impact ACTION: Ben to lead and follow up with Patrick Doig and Glynn Barton to get a 3/6 month look ahead at the impact.</p>	Ben Plowden / Glynn Barton
5	Business Planning	Noted and Discussed	<p>HSPB noted the Business Planning update provided by Patrick Doig, who confirmed work, is underway on the 2018/19 budget and delivery and understanding impact it on KPI's.</p> <p>The impact on schemes within the various boroughs were raised, as well as the ongoing discussions the Deputy Mayor for Transport is having around the TfL Business Plan. ACTION: Ben Plowden, Will Norman, Lilli Matson and Nick Fairholme to discuss further.</p>	Ben Plowden, Will Norman, Lilli Matson and Nick Fairholme
6	Value Engineering	Noted and Discussed	<p>HSPB noted and discussed the update on the implementation of Value Engineering within Surface Transport given by Subash Tavares.</p> <p>It was confirmed that for the Healthy Streets Portfolio [REDACTED] savings have been banked to date with savings of [REDACTED] yet to be achieved. Of this amount, potential savings of [REDACTED] have been identified – these are made up of a mixture of small and large</p>	

			<p>projects. Currently, following ongoing reviews, the Value Engineering team are confident we will achieve the savings target set. Subash confirmed that Cycle Superhighways E/W will be revisited for Value Engineering savings.</p> <p>Boroughs and Value Engineering ACTION: Check where we are in communicating with the boroughs on value engineering, and in relation to the conversations we are having thus far, how we are conveying our message to them. An update to be provided.</p>	Graham Nash / Penny Rees
Strategy / Business Assurance				
7	Protective Security for predictably crowded public spaces in London	Noted	<p>HSPB noted the paper and noted that on 28 September Surface Board (Strategy):</p> <ul style="list-style-type: none"> (a) Approved the Surface Transport approach to protective security for crowded spaces; (b) Approved a strengthened process across Compliance, Policing and On-street Services (CPOS); Sponsorship; Network Management and Engineering Directorates to assessing and addressing the threat from terrorist attack and the risk terrorism creates for crowded spaces through protective measures; (c) Approved the proposed approach to the financing of protective security measures and the aim to keep costs within existing Business Plan assumptions; and (d) Approved that the Healthy Streets Portfolio Board takes on the governance role of protective security in crowded spaces. <p>Steve Burton provided an overview of the paper and advised that overall this work is about putting in place</p>	

		<p>protective measures that are fit for purpose, suitable and are at an appropriate cost. Steve confirmed responsibility, design and implementation remain with the sponsor and the delivery team, with the role of CPOS being to provide specialist advice from the Crime Reduction team as and when required. Steve also advised there is a Protective Security Group that can provide support, guidance and technical advice. It will be reviewing schemes/measures being put into place to ensure appropriate - to mitigate cost and provide high impact and helpful measures.</p> <p>ACTION: Make sponsors and delivery teams are aware of this work and come for advice.</p> <p>The Cycling Commissioner highly praised this work and placed great emphasis on the purchasing power we have and the need for us to talk to our existing suppliers to drive down costs, to ensure the range of measures/assets offered are at an affordable rate. ACTION: Challenge for the Steering Group to pick up with Commercial.</p> <p>It was noted there is currently no provision made in projects/programmes for protective security measures and given this we need to find away forward to estimate the costs so these can be taken into account when budgeting. ACTION: Business area to talk to the Crime Reduction Team to get assistance on this.</p> <p>Questions were raised around paragraph 5.1 of the paper – ‘Sponsor to set the delivery outcomes and the Delivery team to implement’.</p> <p>ACTION: This needs updating to reflect the changes brought about by Transformation.</p>	<p>All</p> <p>Steve Burton</p> <p>All</p> <p>Steve Burton</p>
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			<p>It was noted that Boroughs need to ensure they are aligned. ACTION: Include within the LIPS guidance to ensure consistency.</p> <p>It was noted that when budgeting for these measures its not just about upfront costs, but consideration needs to be given to their whole-life-costs when working up costs of projects and their respective budgets.</p> <p>ACTION: Ben Lyon to add Health and Safety onto the agenda. (This should be replicated at the other Surface Portfolio Boards as well).</p>	<p>Graham Nash/Penny Rees</p> <p>Ben Lyon</p>
8	Bus Service and Priority Strategy for Central London	Noted	<p>HSPB noted the presentation and:</p> <ul style="list-style-type: none"> (a) Endorsed that the work presented was the right approach to adopt; (b) Agreed with the corridors identified; (c) Endorsed this will appear in the Mayor's Transport Strategy; and (d) Supported the stakeholder engagements (internally and externally) as required, including engagement with the boroughs and West End Partnership. <p>Simon Lusby advised that a detailed service plan will come back in January with bus priority paper. ACTION: Simon to work with Ben Lyon to schedule.</p> <p>ACTION: Some further work to be carried out:</p> <ul style="list-style-type: none"> (a) An overarching EqIA should be carried out on bus service changes. This should look at the net difference as well as increasing frequency in some areas vs decreasing frequency; (b) Look at where Taxi's fit in all of this work; (c) Look at the operational 	<p>Simon Lusby</p> <p>Simon Lusby / Fergus McGhee</p>

			<p>response to accidents on the corridor, and discuss the measures we can take to clear them on high priority routes – i.e. targeted interventions; and</p> <p>(d) Look at bus speed data – where do we get to 20mph?</p>	
Portfolio Management Update				
9	Notifications and Escalations from Programme Board	Noted	<p>HSPB noted the updates from the Healthy Streets Programme Boards.</p> <p>It was noted that the Network Schemes Programme Board endorsed budgeted project authority of [REDACTED] for the implementation of the Harold Wood station Crossrail Complementary Measures scheme which will be delivered by the London Borough of Havering and is the final scheme in the east region (on the line between Maryland and Harold Wood. Implementation is scheduled to start in May 2018 and be completed by March 2019.</p> <p>It was noted that the Roads Technology Programme Board approved the 10 per cent saving from the SITS programme against the 2017/18 financial budget of [REDACTED] saving a total sum of [REDACTED]. This saving has been made from the Data & Analytics capex workstream: [REDACTED]</p> <p>It noted that the 2017/18 saving will be achieved by merging two of four trials, as well as reducing the number of trials from five to three. A review of all the deliverables will be carried out in the 2019/20 financial year to effect the acquired saving.</p> <p>It was noted that the Cycling Programme Board:</p> <p>(a) endorsed project and programme authority of the value of [REDACTED] for concept design through to construction</p>	

			<p>completion of the bus stop bypass zebra crossings works;</p> <p>(b) Endorsed at Portfolio Board level CSEW – CRF125: P8 Reforecasting;</p> <p>(c) Approved CSNS Phase 1 – CRF2 – target and forecast date changes for Gate 5 and 6; and</p> <p>(d) Approved CS Upgrades – CRF11: Revised PMM milestones.</p> <p>HSPB noted the verbal update on the Transformation Schemes Programme Board given by Nigel Hardy. The HSPB noted that the following Change Requests were approved:</p> <p>(a) CRF7 Hammersmith – merge of project with CS9</p> <p>(b) CRF34 Westminster Bridge – wording of the PAM milestone amended; and</p> <p>(c) CRF's 30,31,32,33,35 Westminster Bridge – combined value [REDACTED]</p>	
10	Portfolio Management Update	Noted	<p>HSPB noted the:</p> <p>(a) 2017/18 Budget Deliverable and PAM Milestones;</p> <p>(b) Public Consultation Activity;</p> <p>(c) Portfolio spend per borough analysis; and</p> <p>(d) Portfolio Risk Register</p>	
Delivery Assurance – Approvals				
11	Local Implementation Plan – Liveable Neighbourhoods 2018/19 (Recommended Initial Bids) BR-PJ63	Approved, Endorsed and Noted	<p>HSPB noted the paper and:</p> <p>(a) Approved the seven recommended schemes – subject to discussions around funding contributions from the boroughs;</p> <p>(b) Endorsed financial and programme and project authority of [REDACTED] for feasibility on the seven recommended Liveable Neighbourhoods schemes. This takes existing programme</p>	

			<p>and project authority from [REDACTED]</p> <p>(c) Noted the management approach and next steps outlined in Sections 7 and 8 of the paper.</p> <p>Questions were raised about Coppermill Village and the contribution provided by Waltham Forest.</p> <p>ACTION: The following need to be looked at:</p> <ul style="list-style-type: none"> (a) the monies going to the boroughs already and in future and review the criteria going forward; and (b) Local economic benefits - land and property values. As part of our monitoring the before and after effects of public realm improvements should be looked into, with particular reference to vacancy rates for shops/commercial property. <p>ACTION: Will Norman to share information from a UCL study to Graham Nash on land, retail issues with public realm improvements.</p> <p>Praise was given to all those involved in pulling this work together. ACTION: Ben Plowden to write thank you email.</p>	<p>Graham Nash / Penny Rees</p> <p>Will Norman</p> <p>Ben Plowden</p>
12	Wandsworth Town Centre ST-PJ413	Deferred the decision to a later HSPB meeting	<p>HSPB did not approve the request for [REDACTED] and deferred the decision to March 2018 when further information on costs will be available.</p> <p>ACTION: In bringing an updated paper back to the HSPB in March 2018, the following should be looked at:</p> <ul style="list-style-type: none"> (a) Existing Financial Authority Figures and EFC level (b) A report on negotiations on 	Nigel Hardy

TfL Restricted

			<p>property and implications</p> <p>(c) Value Engineering needs to be revisited to see what costs can be brought down.</p> <p>(d) Concerns were raised around the risk level provision – this needs to be revisited</p> <p>ACTION: Surface Finance team to look at all borough investment by borough over the next five year period and provide an overview of the profile.</p>	Patrick Doig / Ed Preedy
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Escalations

13	Escalations to the Surface Managing Director	Discussed	No issues were raised for escalation.	
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Meeting Review and Close

14	Review of Meeting and AOB	Reviewed	HSPB reviewed the running of the meeting.	
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Name of Chair GEN PLOWDEN

Chair signature 

Date 19/1/18