

Surface Transport Healthy Streets Portfolio Board Minutes

- 10 August 2017

Attendees

Attendees	Ben Plowden (Chair)	Patrick Doig	Nick Fairholme
	Tim Steer	Lilli Matson (items 1-9)	Zoe Vidion
	Julie Lewington	Lucinda Turner	Emma Osborne
	Ed Preedy	Graham Nash	Nigel Hardy
	Neil Grover	Stephen McIlwaine	Joseph Uzoka
	Andrew Summers	Steven Hawkes	Terry Fitzgibbon (IIPAG)
Apologies	Gareth Powell	Peter Blake	Steve Burton
	Michael Bridgeland	Justine Curry	Glynn Barton
	Claire Mann	Will Norman	

Decisions and actions

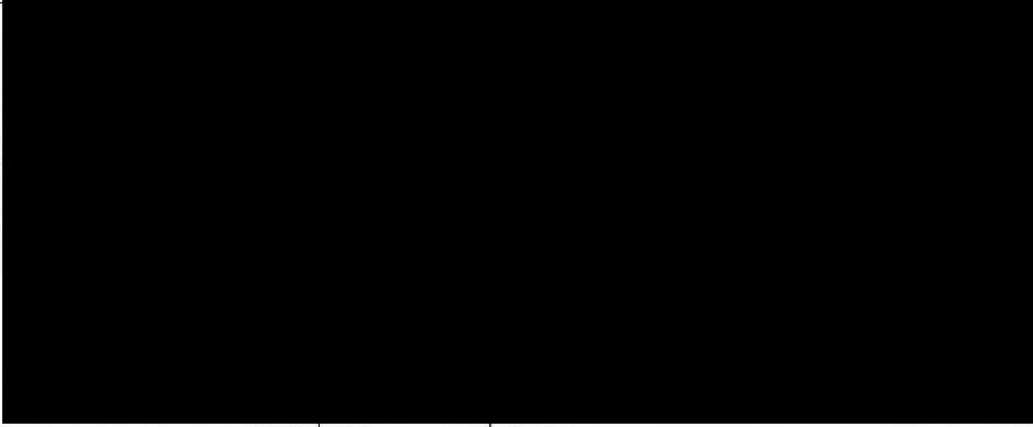
No	Item	Decision	Action/Notes	To Action
Standing Items				
1	Agree Agenda	Agreed	The Chair confirmed there was a quorum, noted apologies and agreed the agenda.	
2	Actions Log and Minutes	Noted and Discussed	<p>The HSPB reviewed the actions log and approved the minutes from the 13 July.</p> <p>Some verbal updates were provided with the following update to action HSPB-B-1-8: Talk with LLDC about proceeding with the scheme and discuss TfL's position with Will Norman.</p>	Graham Nash
3	Forward Planner	Noted	<p>The Secretariat provided an overview of the Forward Planner.</p> <p>The impact of Transformation was discussed, with specific focus on the Consultation team over the next twelve months and its capabilities given the likely resourcing. ACTION: consideration to be given as to whether an update needs to be provided to HSPB in autumn.</p>	Ben Plowden / Nigel Hardy
Budget & Business Plan				



4	Finance Update	Noted and Discussed	<p>HSPB noted the finance update.</p> <p>ACTION: Value Engineering needs to be given increase focus – taking into account the outturn and budget contained in the full year table. It was noted that [REDACTED] worth of saving still need to be delivered in 2017/18 financial year.</p> <p>ACTION: It was not that local elections may have an impact on spending profiles of various London boroughs over the 2017/18 and 2018/19 financial years. Given this, analysis work to be undertaken as part of the Network Programme Board to look into this area.</p>	<p>All</p> <p>Graham Nash</p>
5	Business Planning	Noted and Discussed	<p>HSPB noted and reviewed the Business Planning update.</p> <p>ACTION: The following revisions / considerations need to be given:</p> <ul style="list-style-type: none"> (a) Revise the wording of the third bullet point on slide 5 'Outcome Gap'. A holistic approach is required, rather than a "bus vs cyclists vs pedestrians" approach. Unlocking and Sustainable Growth also needs to be added to the slide. (b) Slide 8 – need to differentiate between 'Not Applicable' and 'Neutral'. Liveable Neighbourhoods also needs revisiting to look at how this is represented. <p>ACTION: A separate meeting about business planning to be arranged between Patrick Doig, Ben Plowden, Will Norman and Tim Steer prior to 6 September.</p>	<p>Joseph Uzoka</p> <p>Secretariat</p>
Portfolio Management Update				
6	Notifications and Escalations from Programme Boards	Noted	HSPB noted the updates from the Programme Boards. No matters were escalated.	
7	Portfolio Management	Noted	HSPB noted the:	

	Update	Agreed	<p>(a) 2017/18 Budget Deliverable and PAM Milestones; (b) Public Consultation Activity; (c) 2017/18 Portfolio Financial Spend per MTS outcome; and (d) Portfolio Risk Register</p> <p>Vauxhall Cross HSPB agreed with continuing with the existing planning submission programme and moving the PAM forecast date to October. It was noted that the application would be withdrawn if Commercial Development have certainty on the viability of their scheme before we obtain planning consent.</p> <p>ACTION: Discussions to take place around the bus station application / Commercial Development application alignment and when taken forward/progressed, and what is the right approach. Discussions with Graeme Craig / Lester Hampson to take place.</p> <p>ACTION: Review the Cycling Quietways on the Portfolio PAM/BD milestones for 2017/18 sheet to ensure it is in alignment with current understanding of our position i.e. December 2017. Update to be provided to HSPB in September.</p> <p>ACTION: PAM information – project and programme risks to be differentiated from portfolio risks, and the risk owners reviewed to ensure they are allocated to HSPB attendees.</p>	<p>Nigel Hardy</p> <p>Graham Nash</p> <p>Ed Preedy</p>
8	Risk Drawdown Cycle Superhighways East West – Risk ID: EWS 155 ST-PJ327	Approved	HSPB approved the risk draw down of risk EWCS 155 for Cycle Superhighways East West (ST-PJ327). This risk was approved because additional funds are required to pay for compensation events that CA have claimed for and revised costs for known works to complete the project.	

			<p>project faces and the plans to address them;</p> <p>(b) The selection of a single design option to proceed to traffic modelling and design refinement; and</p> <p>(c) The procurement approach and subsequent procurement paper.</p> <p>ACTION: Check the JC Decaux Shelter advertisement contract values per annum. The figure contained within the paper need revisiting in light of our contractual obligations.</p>	Stephen McIlwaine
12	Bus and Cycling Priority		<p>HSPB noted and agreed the three recommendations:</p> <ol style="list-style-type: none"> 1. To undertake a study to look strategically at the potential for bus-and-cycle-only corridors across the network; 2. Options set out in design guidance, particularly around cycling in bus lanes, should be revisited to ensure that infrastructure is appropriate to the route and that a good level of service for our cycling customers is maintained; and 3. To identify locations where 20mph could be implemented on high demand bus and cycle corridors. <p>ACTION: look at our policy at junctions and capacity – is early green release for buses before general traffic feasible/can it be taken forward? It was noted that care needs to be given around real-life scenarios, pilots and taking a wide look across various parts of London rather than focus on central London. As part of this, consideration around freight access needs to be considered. Feedback on this work to come back to HSPB in October/November.</p>	Paul Lavelle / Lilli Matson
13				

				
14	Value Engineering: Reducing Project Delivery Costs	Noted and Discussed	<p>HSPB noted and discussed the update on the implementation of Value Engineering within Surface Transport, following the proposal endorsed by Surface Board (Strategy) on 11 October 2016.</p> <p>ACTION: need to ensure that the Value Engineering is clearly recorded in papers, in finance update and recordings made by the teams and reported on periodically to the HSPB.</p>	All
Escalations				
15	Escalations to the Surface Managing Director	Discussed	<p>HSPB attendees agreed that the situation surrounding Rotherhithe to Canary Wharf crossing should be raised with the Surface Managing Director.</p> <p>ACTION: Ben Plowden/David Rowe to raise with Leon.</p>	Ben Plowden / David Rowe
Meeting Review and Close				
17	Review of Meeting and AOB	Reviewed	<p>Attendees provided feedback to the Chair on the running of the meeting.</p> <p>No AOB matters were raised.</p>	

Name of Chair

BEN PLOWDEN

Chair signature



Date

18/10/17