

# Surface Transport Healthy Streets Portfolio Board Minutes

## - 21 December 2017

### Attendees

Attendees	Ben Plowden (Chair)	Glynn Barton	Nick Fairholme
	David Stacey	Christina Calderato	Nigel Hardy
	Justine Curry	Lilli Matson	Tim Steer
	Will Norman	Oliver Birtill	Janet Brown
	Natalie Goss	Julie Lewington	Chris Mather
	William Hardwick	Edward Preedy (item 5)	Subash Tavares (item 6)
	Neil Grover (item 6)	Timothy Hopkins (item 9)	Spencer Clark (items 10-11)
	David Rowe (item 12)	Irfan Shaffi (item 13)	Nick Lawrence (item 13)
	Stephen McIlwaine (item 14)	Ben Lyon (Secretariat)	
Apologies	Patrick Doig	Michael Bridgeland	Claire Mann
	David Wylie	Steve Burton	Helen Chapman

### Decisions and actions

No	Item	Decision	Action/Notes	To Action
<b>Standing Items</b>				
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 23 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.  Ben Lyon advised the meeting dates for the Programme and Investment Committee (PIC) were not yet available for the 2018/19 financial year and that he'd circulate this when available, including routing deadlines to the Surface Managing Director's Office.	



Health, Safety and Security				
4	Health, Safety and Security		<p>HSPB discuss any health, safety and security issues or concerns that have arisen during the period since the last meeting. Topics covered included HVM and borough level understanding around it and FOI's.</p> <p><b>ACTION:</b> Questions were raised around the allocation of money for safety measures – update to be provided at a future date on safety cameras.</p>	Steve Burton
Finance and Value Engineering				
5	Finance Update	Noted and Discussed	<p>HSPB noted the finance update provided by David Stacey.</p> <p><b>ACTION:</b> Lilli noted there was a cycling infrastructure inquiry with meeting in spring 2018, an update to be provided in January at the Healthy Streets Portfolio Board meeting.</p>	Lilli Matson
6	Value Engineering	Noted and Discussed	HSPB noted and discussed the update on Value Engineering within Surface Transport.	
Portfolio Management Update				
7	Notifications and Escalations from Programme Board	Noted	<p>HSPB noted the updates from the Healthy Streets Programme Board.</p> <p>The following updates were noted:.</p> <p><b>Network Schemes Programme Board</b> The meeting was cancelled as there were no items to discuss.</p> <p><b>Transformational Schemes Programme Board</b> Nigel Hardy provided a verbal update and advised in relation to:</p> <p>(a) Fiveways The programme board agreed to defer to approval paper from January 2018 to April 2017 to allow additional work to be carried out on a further</p>	

			<p>option of the bridge design which should hopefully allow us to retain the original bridge structure with adaptations. If this option is viable, this would have the benefit that less land take would be required and therefore reduce the cost of the project. Given this deferral a risk drawdown for [REDACTED] has been made to allow this work to be completed.</p> <p>(b) Westminster Bridge South The programme board agreed a [REDACTED] change request for a scope change on Westminster Bridge South – this is for the commissioned design for permanent HVM arrangements. Nigel confirmed that this would be used for discussion purposes and that there would be an additional cost to the EFC given a current saving identified within this project.</p> <p>(c) Old Street The programme board agreed a [REDACTED] for a loading assessment on the London Underground roof for the station.</p> <p><b>Roads Technology Programme Board</b> No project or programme authority requests were submitted.</p> <p><b>Cycling Programme Board</b> HSPB noted that this programme board for the ST-PJ600 Trinity Square:</p> <p>(a) Approved full Financial Authority of [REDACTED] following the transfer of Financial Authority from CS378 and CSEW PJ Codes into Trinity Square PJ600; and</p> <p>(b) Approved full Programme and</p>	
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			<p>Project Authority of [REDACTED] for construction of the Trinity Square scheme.</p> <p>HSPB noted this programme board approved the following change requests:</p> <ul style="list-style-type: none"> <li>(a) Mini Hollands (WF) – CRF 16 – scheme costs increase beyond budget allocations due to a portion of the existing (and retained) foul sewer having collapsed requiring this to be replaced before the revised junction was constructed;</li> <li>(b) Cycle Superhighway 9 – CRF2 – concept design extension and air quality, and noise modelling cost increase. CS9 – CRF2; and</li> <li>(c) Cycle Superhighway East West: <ul style="list-style-type: none"> <li>(i) CRF 126 – St James Park Resurfacing additional costs;</li> <li>(ii) CRF 127 Savoy Place Christmas working uplift; and</li> <li>(iii) CRF 128 additional pole cones at Storeys Gate.</li> </ul> </li> </ul>	
8	Portfolio Management Update	Noted	<p>HSPB noted the:</p> <ul style="list-style-type: none"> <li>(a) 2017/18 Budget Deliverable and PAM Milestones; and</li> <li>(b) Public Consultation Activity tracker.</li> </ul> <p>It was noted that the North/South Phase 2 and CSI 1 schemes have both completed detailed design early in period 8 and period 9, and the Westminster is now complete. The teams should be praised for all their hard work.</p>	
9	Portfolio Level Benefits	Noted and Discussed	<p>HSPB noted and discussed the benefits management update contained in the outcome trajectory reports.</p>	

			<p><b>ACTION:</b> It was noted that it is important for the Board to consider Customer Care alongside other metrics. Where possible, customer satisfaction metrics should be included in future reports, particularly the reports relevant to buses and cycling.</p>	Timothy Hopkins
<b>Gate 1 Approval Requests</b>				
10	Catford Town Centre Gate 1 Approval	Noted and Endorsed	<p>HSPB:</p> <ul style="list-style-type: none"> <li>(a) Endorsed the Strategic Business Case and project gate 1 authority for Catford Town Centre; and</li> <li>(b) Noted [REDACTED] initial Feasibility design spend is being provided from the City Planning Pipeline and the London Borough of Lewisham funding sources.</li> </ul> <p><b>ACTION:</b> Nick Fairholme stressed the importance of engaging with the contractor supply chain as early as possible in the pricings during feasibility stage. Nigel Hardy to discuss with Nick.</p>	Nigel Hardy
11	Morden Town Centre	Endorsed and Approved	<p>HSPB:</p> <ul style="list-style-type: none"> <li>(a) Endorsed the Strategic Business Case and project gate 1 authority for Morden Town Centre; and</li> <li>(b) Approved initial [REDACTED] Feasibility design spend from the LIP Major Schemes.</li> </ul> <p>In future, the upfront and ongoing costs of bus stands should be taken into account as part of the project. As well as this, the cost of 'Out of Service' bus movements also needs to be considered.</p> <p>Will Norman stressed the importance of bike parking spaces to be very helpful and that the absence of such facilities would be a 'wasted opportunity.'</p> <p><b>ACTION:</b> Look at the costs profile and schedule of feasibility.</p>	Spencer Clark

Delivery Assurance – Approvals				
12	Brent Cross Cricklewood Regeneration Programme: Bus Lane on Tempelhof Bridge	Approved	<p>HSPB approved programme and project authority of [REDACTED] for TfL's contribution to a bus lane on Tempelhof Bridge</p> <p>Questions were raised about EqIA's and absence of it in the paper. It was confirmed this was addressed as part of the planning consent and the previous paper submitted to the HSPB.</p>	
13	SITS – Real Time Optimiser Project	Noted and Endorsed	<p>HSPB:</p> <ul style="list-style-type: none"> <li>(a) Noted the paper</li> <li>(b) Endorsed the contract award to 'Bidder A' (preferred bidder) to be approved by the Commissioner; and</li> <li>(c) Approved financial and project authority to replace the existing UTC system</li> </ul> <p><b>ACTION:</b> Justine Curry stressed that their needs to be clear project board status for the project to ensure good governance. An update is to be provided to Justine and the HSPB at a future date. This can be a written or verbal update.</p>	Glynn Barton / Irfan Shaffi
14	Oxford Street Transformation Update		<p>HSPB noted and endorsed:</p> <ul style="list-style-type: none"> <li>(a) Additional Project Authority for Oxford Streets West and Oxford Streets East; and</li> <li>(b) Commencement of early improvement works on Wigmore Street in January 2018.</li> </ul> <p><b>ACTION:</b> A two-page summary to be provided to Ben Plowden on what cycling decisions need to be made – this should be provided to him in early January 2018.</p> <p><b>ACTION:</b> Briefing to be pulled together for the Deputy Mayor for Transport on Wigmore Street works to</p>	<p>Stephen McIlwaine</p> <p>Stephen McIlwaine</p>

TfL Restricted

			<p>advise what is happening and why as soon as possible.</p> <p><b>ACTION:</b> Page 156 of the HSPB Board pack – review the EFC table as it appears there is a discrepancy in them i.e. increased by [REDACTED]</p> <p><b>ACTION:</b> Update on Actions in the Management Response to the IAR to be provided to William Hardwick.</p>	<p>Stephen McIlwaine</p> <p>Nick Fairholme</p>
<b>Escalations</b>				
15	Escalations to the Surface Managing Director	Discussed	No issues were raised for escalation.	
<b>Meeting Review and Close</b>				
16	Review of Meeting and AOB	Reviewed	HSPB reviewed the running of the meeting.	

Name of Chair BEN PLOWDEN

Chair signature [REDACTED]

Date 19/1/18

