

Board Actions List (to be reported to the meeting on 1 February 2023)

Actions from the meeting held on 7 December 2022

Minute No.	Item/Description	Action By	Target Date	Status/Note
95/12/22 (1)	Commissioner's Report: Elizabeth line traffic Members noted that the recent presentation to the Elizabeth Line Committee was very encouraging and asked that it be circulated to all Board Members for information.	Rachel McLean	January 2023	Completed: Included in Chapter 9 of the published Travel in London report at https://content.tfl.gov.uk/travel-in-london-report-15.pdf .
95/12/22 (2)	Commissioner's Report: Elizabeth line – South Eastern trains timetable proposals South Eastern were potentially bringing in a timetable change on 10 December 2022 with a limited number of peak-time services not stopping at Abbey Wood. The proposals and their impact for the Elizabeth line would be sent to Board Members.	Alex Williams	June 2023	The timetable changes were implemented on 10 December 2022. Monitoring will be carried out on all the various impacts.
95/12/22 (3)	Commissioner's Report: Ultra Low Emission Zone (ULEZ) expansion – supporting disabled people Alex Williams confirmed that, following helpful input from Inclusion London in shaping the proposals for the ULEZ expansion, there were some important changes for supporting disabled people in relation to concessions, grace period extension and definition of the scrappage scheme. The main change was the extension to the standard rate of disability allowance, which was more generous than the Blue Badge scheme. He would circulate a note on the specific changes to Board Members.	Alex Williams	January 2023	Completed: Section 6.1 of the Report to the Mayor on ULEZ expansion and future Road User Charging Proposal available from the 'Have Your Say' TfL website, sets out all the changes proposed as a result of impacts identified through engagement/consultation.
95/12/22 (4)	Commissioner's Report: Step-free access programme The prioritised programme would be brought back to the Customer Service and Operational Performance (CSOP) Panel meeting in March 2023.	Alex Williams	March 2023	On CSOP Panel forward plan.

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95/12/22 (5)	<p>Commissioner's Report: Expansion of A40 Glynn Barton confirmed that a significant amount of work on expansion on the A40 was completed earlier in the year. There had been some recent utilities work on the A406 and the team was managing the impact, plus some temporary restrictions on the A40. He would provide a separate update to Board Members.</p>	Glynn Barton	February 2023	In progress.
97/12/22 (1)	<p>Draft TfL Business Plan 2023: Key messages on working with suppliers to deliver the London Climate Budget Lilli Matson would ensure that the key messages were reflected in the Business Plan.</p>	Lilli Matson	December 2022	Completed: Additional text was added to the published Business Plan.
97/12/22 (2)	<p>Draft TfL Business Plan 2023: Narrative Members asked that more emphasis be placed on the narrative around product quality and performance in the Plan, such as with the success of the Elizabeth line, to provide customer confidence in the ambition of TfL's forward plan.</p>	Alex Williams / Andy Lord	December 2022	Completed: Additional text was added to the published Business Plan.
97/12/22 (3)	<p>Draft TfL Business Plan 2023: Inclusion metrics Alex Williams confirmed that the qualified inclusion metrics used to assess the Plan were shared with Members at the last Business Plan briefing. They were extracted from the Action on Inclusion document and he would re-send the summary to Board Member Marie Pye.</p>	Alex Williams	March 2023	A briefing is being set up with Marie to discuss the draft version of the Action on Inclusion document and this includes the metrics.
97/12/22 (4)	<p>Draft TfL Business Plan 2023: Passenger growth Andy Lord confirmed that TfL needed to pivot to growing customer numbers on the network post-pandemic and Alex Williams was leading work on the customer strategy. This would be included on the agenda of the informal Board and Executive team briefing session being organised for early 2023.</p>	Alex Williams	March 2023	Briefing scheduled for 1 February 2023 rearranged due to National Rail industrial action.

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98/12/22	Finance Report: Non-permanent labour (NPL) Andy Lord confirmed that a further breakdown on the increase in NPL, where it was concentrated within the organisation, the costs and actions being taken to reduce NPL in line with Budget was recently raised as an action at the Remuneration Committee and would be shared with the Board.	Fiona Brunskill	January 2023	Completed: Included in the published Resources at TfL report at remcom-20221109-item05-resourcing-at-tfl.pdf .

Actions arising from previous meetings

Minute No.	Item/Description	Action By	Target Date	Status/Note
05/01/20 (2)	Commissioner's Report – Bus Safety Standard Visit Members would be offered a visit to see a bus that met the new Bus Safety Standard.	Glynn Barton / Lilli Matson	TBC 2023	Members will be consulted on availability.
74/10/21	Report of the Customer Service and Operational Performance Panel – Briefing on Action on Inclusion programme. The Director of Diversity, Inclusion and Talent would develop a comprehensive inclusion programme and the Board would receive a briefing when the work was completed.	Fiona Brunskill / Alex Williams	March 2023	Briefing scheduled for 1 February 2023 rearranged due to National Rail industrial action.
67/11/21 (2)	Commissioner's Report – Safety at junctions An update including timeframes would be brought to a future meeting of the Safety, Sustainability and Human Resources (SSHR) Panel.	Alex Williams	February 2023	An update will be provided at the next meeting of the SSHR Panel.
67/11/21 (3)	Commissioner's Report – Safety for women and girls The impact of the comprehensive programme to improve safety for women and girls travelling on the network would be assessed and the outcomes would be considered at a future meeting of the SSHR Panel.	Lilli Matson / Matt Brown	February 2023	An update will be provided at the next meeting of the SSHR Panel.

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05/02/22 (4)	Commissioner's Report: Step-free access The results of the recently launched consultation to help shape future step-free access priorities and improvements on the London Underground network would be submitted to the CSOP Panel for feedback and then to the Board.	Andy Lord / Alex Williams	February 2023	Members will be updated as part of the briefing on Action on Inclusion.
37/06/22 (3)	Commissioner's Report: Talent Strategy Information would be included in the pay gap report to the SSHR Panel on how the Talent Strategy and succession planning was being used to further reduce the ethnicity and gender pay gaps, including action to increase declaration rates for the disability pay gap. The report would include emerging data and themes on employee readiness to stretch and strengthen in their careers.	Fiona Brunskill	February 2023	Will be addressed in HR Quarterly Report to the SSHR Panel.
40/06/22	Delivering the Mayor's Transport Strategy 2021/22 Annual Update: Step-free Access An update would be provided to the CSOP Panel on the progress on step-free access and options to review and revise the target to reduce journey times for journeys that were not step-free.	Alex Williams	March 2023	See also action 05/02/22 (4) above.
58/07/22	Slavery and Human Trafficking Statement: Landlord Future statements would contain more detail on how TfL managed risks relating to its role as a landlord.	Stuart Harvey	June/July 2023	This will be addressed in future Statements.
82/10/22 (1)	Commissioner's Report: Climate Adaptation Plan TfL's climate adaptation plan would be brought to the SSHR Panel and the learnings shared more widely with the Board.	Lilli Matson	June 2023	On SSHR Panel forward plan.
82/10/22 (6)	Commissioner's Report: E-Scooter trial The e-scooter trial with London Councils included a review of the impact of vehicles being left across pavements, causing a barrier for the public particularly disabled people. An update would be provided to a future meeting of the SSHR Panel.	Alex Williams	February 2023	An update will be provided at the next meeting of the SSHR Panel.

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82/10/22 (7)	Commissioner's Report: Cyber Security Members asked what the long-term plan was around cyber security and future challenges presented by inter-dependent networks, including systems upgrades, funding arrangements and having an Executive Committee champion. A position paper on cyber security would be provided to Board Members.	Shashi Verma	February 2023	In progress.

Safety Incident Investigation reporting: As the SSHR Panel receives updates on the outcomes of major safety and accident investigations, four long-standing actions to report on the following incidents have been removed from the list above to simplify it. The Chief Safety, Health and Environment Officer will report on the outcome of each investigation when it is completed, and updates have been provided at previous meetings of the Panel:

- London Overground Incident at Enfield Station, 12 October 2021, 67/11/21 (4);
- Passenger incident at Tottenham Court Road station, 3 December 2021, 82/12/21 (3);
- Car and tram collision at Oaks Road Croydon, 3 December 2021, 05/02/22 (1); and
- Bus collisions, August 2022, 82/10/22 (3).