

Subject: London TravelWatch – Memorandum of Understanding

Report to: Transport Committee

Report of: Executive Director of Secretariat

Date: 9 January 2014

This report will be considered in public

1. Summary

- 1.1 This report sets out for the Committee's approval a revised Memorandum of Understanding with London TravelWatch, the operating name of the London Transport Users' Committee.

2. Recommendation

- 2.1 **That the revised Memorandum of Understanding with London TravelWatch be approved.**

3. Background

- 3.1 The Transport Committee and London TravelWatch have previously agreed a Memorandum of Understanding to establish a clear and transparent basis upon which the Transport Committee, the Greater London Authority and London TravelWatch will work and interact with each other. The Memorandum of Understanding needs to be agreed between the Transport Committee (acting on behalf of the London Assembly) and the London TravelWatch Board.
- 3.2 The Memorandum of Understanding with London TravelWatch may be amended from time to time by the Chair of the Transport Committee (in consultation with the Deputy Chair and the Group Leads) and the Chair of the London TravelWatch Board (in consultation with the London TravelWatch Chief Executive and the Board) agreeing to the proposed amendments.
- 3.3 The Memorandum of Understanding is reviewed from time to time in order to ensure its relevance and effectiveness. Following the suspension of the Memorandum of Understanding in July 2011 and the ensuing deliberations, the Chair and Deputy Chair of the Committee agreed to defer the review and revision of the document pending the appointment of the new London TravelWatch Board. The new Board members were all in place early in 2013 and discussions commenced once those members had familiarised themselves with the issues. The attached document is the product of the exchanges that have taken place over recent months.

4. Issues for Consideration

- 4.1 The draft Memorandum of Understanding, attached at **Appendix 1**, has been revised in consultation with the Chair and Deputy Chair of the Committee and the Board of London TravelWatch.

5. Legal Implications

- 5.1 The Committee has the power to do what is recommended in this report.

6. Financial Implications

- 6.1 There are no financial implications arising from this report.

List of appendices to this report:

Appendix 1: Revised Draft Memorandum of Understanding with London TravelWatch

Local Government (Access to Information) Act 1985

List of Background Papers:

London TravelWatch - Protocol for accounts and financial procedures

London TravelWatch - Protocol for Board appointments

London TravelWatch - Protocol for recruitment and employment of staff of London TravelWatch

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