



Surface Transport

Transport for London
11th Floor
Palestra
197 Blackfriars Road
London, SE1 8NJ

Dr Onkar Sahota AM
Chair of the Health Committee
City Hall,
The Queen's Walk,
London,
SE1 2AA

02 December 2016

Dear Onkar,

London Assembly Health Committee, 19 October 2016

Thank you very much for inviting me to the London Assembly Health Committee meeting to discuss our role in promoting health in London, and for your subsequent letter of 31 October. This is an important issue and we welcome the Health Committee's focus on it.

My responses to the Committee's requests are set out below.

Healthy Streets Steering Group Terms of Reference

Please find enclosed a copy of the terms of reference of the Healthy Streets Steering Group. As we discussed at the meeting, we are currently building the Healthy Streets approach into the governance systems of our organisation as this work programme evolves. The role and terms of reference of the steering group will be kept under review as part of this work.

TfL's policy on defibrillators at stations

We are one of many organisations working closely with the London Ambulance Service (LAS) to provide defibrillators where they are most needed across the capital. There are currently 213 defibrillators on the London Underground (LU); located at 148 stations across the network. 52 of these are in Zone 1 stations, with some larger stations having more than one machine. 83 of the locations were installed by the London Ambulance Service (LAS) and 65 locations were installed by us. All the defibrillators are maintained by us and can be accessed by customers. Please see the enclosed map for the locations.

The location and number of machines at any one station is specified by the LAS in conjunction with NHS guidance. LAS take into account a number of factors, including history of incidents, customer footfall, geographical layout

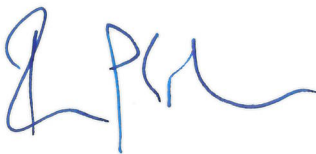
and density of crowds at certain times. Machines are generally also installed at the busiest stations, or where there have been previous incidents. In setting out to install defibrillators, we took advice from the LAS about the best locations to install the machines. LAS provided us with data and, based on this data and our own records, a heat map was produced that highlighted the most common places where customers were taken ill on our network. In addition, they are strategically placed to enable quieter stations on our network, such as West Finchley Tube station, access to a machine in an emergency. We will continue to work closely with the LAS to provide defibrillators where they are most needed.

Further to this, over the last few years, all LU Customer Service Advisors (CSAs) have attended one day emergency first aid courses as part of their continuous development programme. These first aiders regularly provide treatment for customers and there are many examples where this has made a considerable difference in the event of a customer being taken ill or being injured. LU and LAS also run two hour defibrillator workshops for those CSAs that work at stations that have a machine. Defibrillators are also designed in a way that formal training is not required.

Assurance that health considerations will be written into the Mayor's Transport Strategy

You also asked for reassurance that health will be written into the next Mayor's Transport Strategy. As you know, the Mayor made it clear in his 'A City for All Londoners' document his vision is to create Healthy Streets across London to help improve the health and quality of life of all Londoners. The document makes clear that improving health will be a central theme in his new transport strategy.

Yours sincerely



Ben Plowden
Director of Surface Strategy & Planning

1 Objective

- 1.1 The Deputy Mayor for Transport has requested that TfL embed the Healthy Streets approach (as set out in the TfL Health Action Plan 2014) into decision making across the organisation to deliver improvements in the 10 Healthy Streets outcomes. The Healthy Streets Steering Group has been established to provide governance to the process of embedding the Healthy Streets approach across TfL and coordinating TfL's partnership working with GLA teams, boroughs and other external stakeholders..

2 Members

- 2.1 **Chair:** Ben Plowden (Director, Surface Strategy & Planning)
- Members:** Tim Steer (GLA Transport Team)
- Lilli Matson (Head of Strategy & Outcome Planning)
- Lucy Saunders (Public Health Specialist, TfL / GLA)
- Sam Monck (Head of Borough Projects and Programmes)
- Nigel Hardy (Head of RSM Sponsorship)
- Chris Mather (Head of Behaviour Change)
- Lisa Taylor (Interim Chief of Staff to MD, Surface)
- David McNeill (Director of Public Affairs & Stakeholder Engagement)
- Kristy Marshall Head of Press Desk - Policing, Cycling, Streets & Freight (PCSF)
- Simon Nielsen (Head of Strategic Analysis)
- Lucinda Turner (Acting Director of Borough Planning)
- Tom Layfield (GLA Transport Team)
- Alex Phillips Bus Policy Manager
- Secretariat:** John Futchter / Andy Summers, Cycling Team, Strategy and Outcome Planning

- 2.2 Additional attendees may be invited to attend for particular issues which are under consideration.

- 2.3 Substitutes will be able to attend in the event of a member not being available.

3 Terms of reference

- 3.1 To oversee the strategic direction of and coordinate the delivery of a programme of work to embed the Healthy Streets approach across TfL activities including strategic planning, surface transport, communications (internal and external) and London Underground.

TERMS OF REFERENCE

- 3.2 To coordinate the interface of TfL's Healthy Streets activities and announcements with TfL's partner and stakeholder organisations
- 3.3 To approve and coordinate specific announcements and key milestones, including the publication of the Healthy Streets Vision and associated documents
- 3.4 To review and approve key TfL decisions related to embedding the Healthy Streets approach across the organisation.
- 3.5 To identify and manage/resolve interdependencies, interfaces, conflicts or gaps with or between other TfL projects/programmes and the Healthy Streets approach.
- 3.6 To ensure the embedding of the Healthy Streets approach is adhering to pathway, good governance, TfL policies & standards and legislative obligations.
- 3.7 To review risks to delivering the Healthy Streets approach and to a) note specific mitigation activities and b) agree and pursue corporate activities.
- 3.8 To assign any delegated authorities and ensuring the appropriate levels of empowerment exist within portfolios and project teams.
- 3.9 To direct the work of **a Healthy Streets working group**, comprising TfL officers from across TfL who are responsible for developing and delivering the individual programmes and announcements that collectively comprise the 'Healthy Streets' programme.

4 Frequency of meetings

- 4.1 The Steering Group should meet once every two to three weeks until January 2017, or as requested by the Chair.
- 4.2 From January 2017 meeting frequency should be reviewed.

5 Quorum

- 5.1 Core attendees may nominate alternates to ensure attendance at these meetings.
- 5.2 The quorum will be the Chair and three other members or their substitutes. In the absence of the Chair, the meeting will be chaired by a substitute nominated by the Chair prior to the meeting.

6 Inputs

- 6.1 A programme plan for tracking key milestones and deliverables across the full range of embedding activities.
- 6.2 Presentations or papers on specific issues which require decisions / approvals.
- 6.3 Fortnightly progress update from the Working Group.

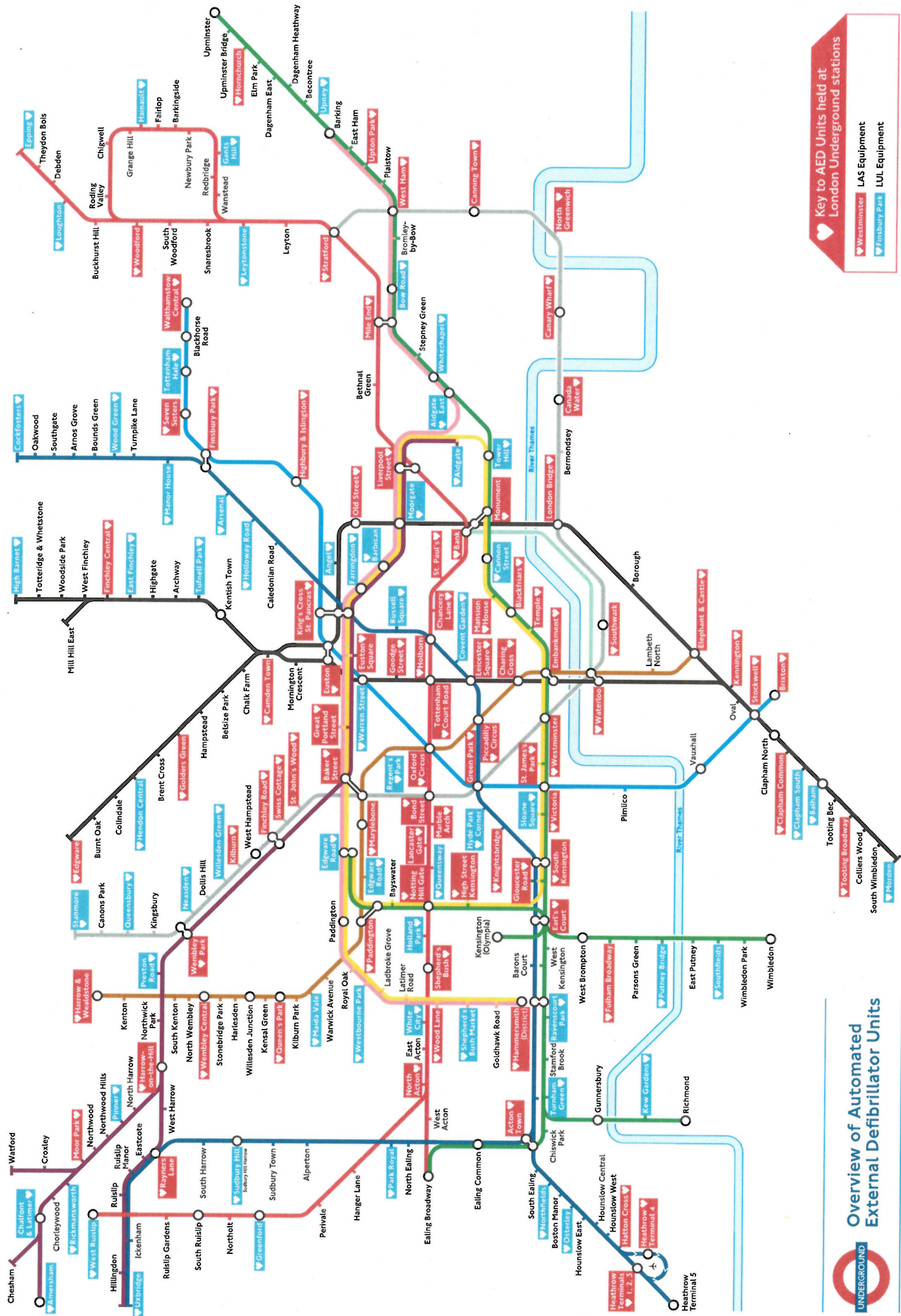
7 Outputs

7.1 Minutes of each meeting recording the main actions arising and decisions made.

8 Other matters

8.1 At least annually, or when the Healthy Streets agenda progresses to the next stage in its life, the Steering Group will review its Terms of Reference, membership and Chair.

8.2 The Chair and membership of the Steering Group will depend on the stage of the programme and may change as the programme progresses.



Key to AED Units held at London Underground stations

- Westminster
- Finchley Park
- LAS Equipment
- LUL Equipment

Overview of Automated External Defibrillator Units