

MDA No.: 1504

Title: London TravelWatch Board Recruitment

1. Executive Summary

1.1 At the Transport Committee meeting on 21 March 2023 the Committee resolved:

That the Committee authorises the Chief Officer, or the person they delegate authority to, to:

- (a) Engage an external recruitment agency to support the Assembly with the forthcoming London TravelWatch Board recruitment exercise, up to a maximum value of £25,000; and*
- (b) Make necessary arrangements and associated decisions up to the final stage of recruitment, where shortlisted candidates will be interviewed and appointment decisions made, in liaison with Transport Committee party Group Lead Members.*

2. Decision

2.1 **That the Chair, in consultation with the Deputy Chair and party Group Lead Members, authorises the Chief Officer, or the person they delegate authority to, to:**

- (a) Engage an external recruitment agency to support the Assembly with the forthcoming London TravelWatch Board recruitment exercise, up to a maximum value of £25,000; and**
- (b) Make necessary arrangements and associated decisions up to the final stage of recruitment, where shortlisted candidates will be interviewed and appointment decisions made, in liaison with Transport Committee party Group Lead Members.**

Assembly Member

I confirm that I do not have any disclosable pecuniary interests in the proposed decision and take the decision in compliance with the Code of Conduct for elected Members of the Authority.

The above request has my approval.

Signature:



Printed Name: **Siân Berry AM, Chair of the Transport Committee**

Date: **30 March 2023**

3. Decision by an Assembly Member under Delegated Authority

Background and proposed next steps:

- 3.1 The London Assembly has delegated authority to the Transport Committee to deal with matters relating to London TravelWatch (LTW), the statutory watchdog for transport users in the capital. The appointment of the London TravelWatch Chair and Board Members is a statutory responsibility of the London Assembly (s247 of the GLA Act 1999).
- 3.2 On 30 September 2023 the term of office of the LTW Board Chair will come to an end. Subsequently, on 31 December 2023, the terms of office of two other LTW Board Members will come to an end. The London Assembly is therefore required, in the 2023 calendar year, to undertake a board recruitment exercise. It is proposed that recruitment of the LTW Board Chair be undertaken first, to enable the successful candidate to be involved with recruitment to the other Board positions.
- 3.3 It is therefore proposed that the Chief Officer (or the person they delegate authority to) be authorised to engage an external recruitment agency to support the Assembly with this recruitment exercise, up to a maximum expenditure of £25,000.
- 3.4 It is further proposed that the Chief Officer (or the person they delegate authority to) be authorised to make all necessary arrangements and associated decisions up to the final stage of recruitment where shortlisted candidates will be interviewed and appointment decisions made, in liaison with party Group Lead Members of the Transport Committee.
- 3.5 Any final, formal decision regarding appointment to the LTW Board will be for the Transport Committee to determine in due course, following consultation with the Secretary of State for Transport.
- 3.6 It is expected that funding to engage a professional recruitment firm can be met from within existing resources and the final costs are anticipated to be below the £25,000 proposed for authorisation.
- 3.7 The exercise of delegated authority will be formally noted at the Transport Committee's next appropriate meeting.

Confirmation that appropriate delegated authority exists for this decision:

Signature (Committee Services): Paul Goodchild

Printed Name: Paul Goodchild

Date: 27 March 2023

Telephone Number: 07842 600832

Financial Implications: NOT REQUIRED

Note: Finance comments and signature are required only where there are financial implications arising or the potential for financial implications.

Signature (Finance): Not Required


Printed Name: N/A

Date: N/A

Telephone Number: N/A

Legal Implications:

The Chair of the Transport Committee has the power to make the decision set out in this report.

Signature (Legal): 

Printed Name: Emma Strain, Monitoring Officer

Date: 27 March 2023

Telephone Number: 07971 101375

Supporting Detail / List of Consultees:

- Caroline Pidgeon MBE AM
- Nick Rogers AM
- Elly Baker AM

4. Public Access to Information

- 4.1 Information in this form (Part 1) is subject to the FoIA, or the EIR and will be made available on the GLA Website, usually within one working day of approval.
- 4.2 If immediate publication risks compromising the implementation of the decision (for example, to complete a procurement process), it can be deferred until a specific date. Deferral periods should be kept to the shortest length strictly necessary.
- 4.3 **Note:** this form (Part 1) will either be published within one working day after it has been approved or on the defer date.

Part 1 - Deferral:

Is the publication of Part 1 of this approval to be deferred? NO

If yes, until what date:

Part 2 – Sensitive Information:

Only the facts or advice that would be exempt from disclosure under FoIA or EIR should be included in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a part 2 form? NO

Lead Officer / Author

Signature: Eleanor Haigh


Printed Name: Eleanor Haigh

Job Title: Acting Senior Policy Adviser

Date: 27 March 2023

Telephone Number: N/A

Countersigned by Executive Director:

Signature: 

Printed Name: Helen Ewen

Date: 27 March 2023

Telephone Number: 07729 108986