

By email to:

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Date:

11 July 2012

Dear Mr Douglas

RE: FREEDOM OF INFORMATION ACT 2000 - INFORMATION REQUEST

Thank you for your email of 27 June requesting further information under the Freedom of Information Act. Your request has now been considered and we have provided you with the information that we hold relating to your request.

Further to your previous requests and our subsequent response to you dated 27 June, you asked:

(i) Could you please provide a copy of the Minutes of those two meetings?

(ii) Are there any further meeting dates scheduled?

There were no minutes for the meetings of 1 and 25 June between London Councils and Transport for London (TfL) staff. This is because these meetings were informal.

There were, however, other formal meetings that have held between London Councils and TfL where the 60+ Freedom Pass, among other things, were discussed. These meetings held on the 16 and 31 May 2012 and had minutes taken at them. Please see Appendices 1 and 2 below. We have redacted staff names as this is exempt information under s40(2) of the FOIA – personal data. This is because disclosure of personal data would breach one of the data protection principles set out in schedule 1 of the DPA (section 40(3)(a)(i) and 40(3)(b)).

Please note that the meeting referred to in the first and last sentences within the extract of the 31 May meeting minutes is the meeting of 1 June 2012 referred to in our previous letter to you. No minutes were taken at that meeting.

There are two series of meetings; there is the Concessionary Scheme Operational Management (CSOM) meeting – a further meeting for this group is scheduled for 19 July 2012 and the Concessionary Travel Management Committee (CTMC) which is scheduled to meet again on 26 July 2012.

I apologise that our previous letter to you did not detail the two meetings now mentioned above.

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If you are not happy with the outcome of your complaint, you can write to the Information Commissioner. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

If you have any queries about this letter, please contact me.

Yours sincerely



Sylvia Edohasim
Corporate Freedom of Information Officer

Appendices:

- Appendix 1 – Meeting minutes of 16 May 2012.
- Appendix 2 – Meeting minutes of 31 May 2012.

Appendix 1: Extract from meeting minutes of CSOM held on 16 May 2012.

5. TfL '60+' scheme

- The details of the scheme have not been finalised but current proposals include the following:
- 60+ is a working title only, not an official scheme title.
- TfL will be responsible for producing the cards, in line with its other concessionary schemes.
- The base artwork will be the same as is used for the 18+ Student, Veterans and London Athlete schemes and will therefore be visually distinct from Freedom Passes and will not include any National Scheme logos.
- The application process may be online and/or at the Post Office.
- TfL is aiming for an implementation date of November 2012.
- Initial estimated number of eligible applicants is 100k, which will increase over time, in line with Elderly Freedom Pass eligibility.
- Each pass will have an individual expiry date, linked to the holder's eligibility for an Elderly Freedom Pass.
- TOC asked if it would be possible for an applicant to apply for a 60+ pass and a Disabled pass. There are currently no processes in place to prevent this as eligibility is not based on age. BB will flag this up internally as an issue.
- Discussions regarding availability on NR services are ongoing; the current assumption is that the scheme will include NR but this is subject to confirmation.

7. Any other business

CL reported that TfL forms are still being received at ESP and are being forwarded to Novacraft. The 60+ scheme may increase the scope for such mailing errors.

Appendix 2: Extract from meeting minutes of CTMC held on 31 May 2012.

10. Mayor's Commitment To A New Over 60s Concession

SB briefed that he will be attending Nick Lester's meeting tomorrow with [REDACTED] and [REDACTED] to discuss the new TfL 60+ concession.

TfL confirmed that their plan will be to use their pre-existing blank card stock. However since a minor issue has arisen with their veteran passes being recorded as disabled passes on their systems, RSC briefed that the data extract will need to be refigured in order to show the distinctions.

Discussions have already taken place with the Post Office and it was possible they would be used by TfL to issue the new 60+ concession cards. SB raised the concern that there could be confusion at the Post Office since they currently stock the London Councils' application forms for Freedom Pass and the public would not necessarily appreciate the legal difference between the Mayor's 60+ pass and the statutory Freedom Pass. If there could be data sharing between TfL and London Councils as the statutory age approached, it would be possible to avoid making people apply for their statutory Freedom Passes through the Post Office. Only the small number of people who moved to London after the statutory age would therefore need to use the London Councils' form. Therefore London Councils might decide to withdraw its forms from the Post Office since it will no longer be cost-effective to keep this in the 600 plus Post Offices in London. This would also minimise the possibility of people filling in the wrong form. People who needed a Freedom Pass form could either download one or request one from the Freedom Pass call centre.

Although there will be data protection issues to be addressed, it was noted that arrangements should be clearer after tomorrow's meeting.